

Form AR21

Trade Union and Labour Relations (Consolidation) Act 1992

Trade Union's details

Name of Trade Union:

National Association of Racing Staff

Year ended:

31 December 2018

List number:

587T

Head or Main Office address:

The Racing Centre
Fred Archer Way
Newmarket
Suffolk
CB8 8NT

Has the address changed during the year to which the return relates?

Yes

No

✓

(Tick as appropriate)

Website address (if available)

www.naors.co.uk

General Secretary:

G McGrath

Telephone Number:

01638 663 411

Contact name for queries regarding the completion of this return:

Wilkins Kennedy Audit Services

Telephone Number:

020 7403 1877

E-mail:

Phillip.clark@wilkins.kennedy.com

Please follow the guidance notes in the completion of this return. Any difficulties or problems in the completion of this return should be directed to the Certification Officer as below or by telephone to: 0330 109 3602.

The address to which returns and other documents should be sent are:

-For Unions based in England and Wales: Certification Office for Trade Unions and Employers' Associations, Lower Ground Floor, Fleetbank House, 2-6 Salisbury Square, London EC4Y 8JX.

-For Unions based in Scotland: Certification Office for Trade Unions and Employers' Associations, Melrose House, 69a George Street, Edinburgh EH2 2JG.



Return of members

(see notes 10 and 11)

	Number of members at the end of the year				
	Great Britain	Northern Ireland	Irish Republic	Elsewhere Abroad (including Channel Islands)	Totals
Male	971				971
Female	1379				1379
Total	2350				A 2350

Number of members at end of year contributing to the General Fund

-

Number of members included in totals box 'A' above for whom no home or authorised address is held:

2350

Change of officers

Please complete the following to record any changes of officers during the twelve months covered by this return.

Position held	Name of Officer ceasing to hold office	Name of Officer Appointed	Date of change
Trustee		Sue Allot	01/04/2019
Executive		Claudia Fisher	01/04/2019
Executive		Daniel Higginson	01/04/2019
Executive		Jemma Marshall	01/04/2019
Executive		Laura Pike	01/04/2019
Executive		Jana Trnakova	01/04/2019
Executive	Katie Nolan		01/05/2018

State whether the union is:

a. A branch of another trade union?

Yes ☐

No ☒

If yes, state the name of that other

b. A federation of trade unions?

Yes ☐

No ☒

If yes, state the number of affiliated

and names:

Please insert a complete list of all

Officers in post
(see note 12)
Officers in post at the end of the year to which this return relates.

Name of Officer

Position held

George McGrath	General Secretary
Pete McCulloch	Executive Council
Georgia Morrill	Executive Council
Louisa Allen	Executive Council
Richard Farmer	Executive Council
Jo Cody-Boucher	Executive Council
Kat Reynolds	Executive Council
Claudia Fisher	President
Daniel Higginson	Executive Council
Jemma Marshall	Executive Council
Laura Pike	Executive Council
Jana Trnakova	Executive Council

General fund
(see notes 13 to 18)

	£	£
Income		
From Members: Contributions and Subscriptions		
From Members: Other income from members (specify)		
Total other income from members		
Total of all income from members		
Investment income (as at page 12)		434
Other Income		
Income from Federations and other bodies (as at page 4)		
Income from any other sources (as at page 4)		
Total of other income (as at page 4)		429,388
	Total income	429,822
Expenditure		
Benefits to members (as at page 5)		87,430
Administrative expenses (as at page 10)		238,114
Federation and other bodies (specify)		
Total expenditure Federation and other bodies		325,544
Taxation		83
	Total expenditure	325,627
Surplus (deficit) for year		104,195
Amount of general fund at beginning of year		496,511
Amount of general fund at end of year		600,706

(see notes 19 and 20)

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Analysis of benefit expenditure shown at general fund

(see notes 21 to 23)

	£		£
Representation – Employment Related Issues		brought forward	63,853
Legal costs - members	28,358	Education and Training services	
Representation – Non Employment Related Issues		Negotiated Discount Services	
Communications			
Newsletter costs	35,495	Salary Costs	
Advisory Services			
		Other Benefits and Grants (specify)	
		Affiliation subs	7,613
Dispute Benefits		Events and sports team costs	15,964
Other Cash Payments			
carried forward	63,853	Total (should agree with figure in General Fund)	87,436

Accounts other than the revenue account/general fund

(see notes 21 to 23)

Fund 2		Fund Account	
Name:		£	£
Income			
From members			
Investment income (as at page 12)			
Other income (specify)			
Grants receivable			112,122
	Total other income as specified		112,122
	Total Income		112,122
Expenditure			
Benefits to members			112,112
Administrative expenses and other expenditure (as at page 10)			
	Total Expenditure		112,122
	Surplus (Deficit) for the year		NIL
	Amount of fund at beginning of year		NIL
	Amount of fund at the end of year (as Balance Sheet)		NIL
	Number of members contributing at end of year		N/A

Fund 3		Fund Account	
Name:		£	£
Income			
From members			
Investment income (as at page 12)			
Other income (specify)			
	Total other income as specified		
	Total Income		
Expenditure			
Benefits to members			
Administrative expenses and other expenditure (as at page 10)			
	Total Expenditure		
	Surplus (Deficit) for the year		
	Amount of fund at beginning of year		
	Amount of fund at the end of year (as Balance Sheet)		
	Number of members contributing at end of year		

(See notes 21 to 23)

Fund 4		Fund Account	
Name:		£	£
Income			
	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	Total other income as specified		
	Total Income		
Expenditure			
	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	Total Expenditure		
	Surplus (Deficit) for the year		
	Amount of fund at beginning of year		
	Amount of fund at the end of year (as Balance Sheet)		
	Number of members contributing at end of year		

Fund 5		Fund Account	
Name:		£	£
Income			
	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	Total other income as specified		
	Total Income		
Expenditure			
	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	Total Expenditure		
	Surplus (Deficit) for the year		
	Amount of fund at beginning of year		
	Amount of fund at the end of year (as Balance Sheet)		
	Number of members contributing at end of year		

(See notes 21 to 23)

Fund 6		Fund Account	
Name:		£	£
Income			
	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	Total other income as specified		
	Total Income		
Expenditure			
	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	Total Expenditure		
	Surplus (Deficit) for the year		
	Amount of fund at beginning of year		
	Amount of fund at the end of year (as Balance Sheet)		
	Number of members contributing at end of year		

Fund 7		Fund Account	
Name:		£	£
Income			
	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	Total other income as specified		
	Total Income		
Expenditure			
	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	Total Expenditure		
	Surplus (Deficit) for the year		
	Amount of fund at beginning of year		
	Amount of fund at the end of year (as Balance Sheet)		
	Number of members contributing at end of year		

Political fund account

(see notes 24 to 33)

Political fund account 1		To be completed by trade unions which maintain their own political fund	
Income	<div style="display: flex; justify-content: space-between;"> <div>Members contributions and levies</div> <div>£</div> </div> <div style="display: flex; justify-content: space-between;"> <div>Investment income (as at page 12)</div> <div>£</div> </div> <div style="display: flex; justify-content: space-between;"> <div>Other income (specify)</div> <div>£</div> </div>		
	Total other income as specified		
	Total income		
Expenditure under section (82) of the Trade Union and Labour Relations (Consolidation) Act 1992 on purposes set out in section (72) (1) where consolidation of expenditures from the political funds exceeds £2,000 during the period			
Expenditure A (as at page i)	£		
Expenditure B (as at page ii)	£		
Expenditure C (as at page iii)	£		
Expenditure D (as at page iv)	£		
Expenditure E (as at page v)	£		
Expenditure F (as at page vi)	£		
Non-political expenditure (as at page vii)	£		
	Total expenditure		
	Surplus (deficit) for year		
	Amount of political fund at beginning of year		
	Amount of political fund at the end of year (as Balance Sheet)		
	Number of members at end of year contributing to the political fund		
	Number of members at end of the year not contributing to the political fund		
	Number of members at end of year who have completed an exemption notice and do not therefore contribute to the political fund		

Political fund account 2		To be completed by trade unions which act as components of a central trade	
Income	<div style="display: flex; justify-content: space-between;"> <div>Contributions and levies collected from members on behalf of central political fund</div> <div>£</div> </div> <div style="display: flex; justify-content: space-between;"> <div>Funds received back from central political fund</div> <div>£</div> </div> <div style="display: flex; justify-content: space-between;"> <div>Other income (specify)</div> <div>£</div> </div>		
	Total other income as specified		
	Total income		
Expenditure	<div style="display: flex; justify-content: space-between;"> <div>Expenditure under section 82 of the Trade Union and Labour Relations (Consolidation) Act 1992 (specify)</div> <div>£</div> </div> <div style="display: flex; justify-content: space-between;"> <div>Administration expenses in connection with political objects (specify)</div> <div>£</div> </div> <div style="display: flex; justify-content: space-between;"> <div>Non-political expenditure</div> <div>£</div> </div>		
	Total expenditure		
	Surplus (deficit) for year		
	Amount held on behalf of trade union political fund at beginning of		
	Amount remitted to central political fund		
	Amount held on behalf of central political fund at end of year		
	Number of members at end of year contributing to the political fund		
	Number of members at end of the year not contributing to the political fund		
	Number of members at end of year who have completed an exemption notice and do not therefore contribute to the political fund		

The following pages 9i to 9vii relate to the Political Fund Account Expenditure

Political fund account expenditure (a)

Expenditure under section 72 (1) (a) of the Trade Union and Labour Relations (consolidation) Act.

To be completed where total expenditure from the political fund exceeds £2,000 during the period to which return relates.

Contribution to the funds of, or on the payment of expenses incurred directly or indirectly by a political party

[illegible]

Political fund account expenditure (b)

Expenditure under section 72 (1) (b) of the Trade Union and Labour Relations (Consolidation) Act.

To be completed where total expenditure from the political fund exceeds £2,000 during the period to which return relates.

Expenditure of money on the provision of any services or property for use by or on behalf of any political party

[illegible]

Political fund account expenditure (c)

Expenditure under section 72 (1) (c) of the Trade Union and Labour Relations (Consolidation) Act.

To be completed where total expenditure from the political fund exceeds £2,000
during the period to which return relates.

Expenditure in connection with the registration of electors, the candidature of any person, the selection of any candidate or the holding of any ballot by the union in connection with any election to a political office

Title and Date of election	Name of political party/organisation	Name of candidate, organisation or political party (see note 33(iii))	£
Total			

Political fund account expenditure (d)

Expenditure under section 72 (1) (d) of the Trade Union and Labour Relations (consolidation) Act.

To be completed where total expenditure from the political fund exceeds £2,000 during the period to which return relates.

[illegible]

Political fund account expenditure (e)

Expenditure under section 72 (1) (e) of the Trade Union and Labour Relations (consolidation) Act.

To be completed where total expenditure from the political fund exceeds £2,000 during the period to which return relates.

The expenditure of money on the holding of any conference or meeting by or on behalf of a political party or of any other meeting the main purpose of which is the transaction of business in connection with a political party

[illegible]

Political fund account expenditure (f)

Expenditure under section 72 (1) (f) of the Trade Union and Labour Relations (consolidation) Act.

To be completed where total expenditure from the political fund exceeds £2,000 during the period to which return relates.

On the production, publication or distribution of any literature, document, film, sound recording or advertisement the main purpose of which is to persuade people to vote for a political party or candidate or to persuade them not to vote for a political party or candidate

[illegible]

Expenditure from the political fund not falling within section 72(1) of the trade union & labour relations (consolidation) act 1992

For expenditure not falling within section 72(1) the required information is-

(a) the nature of each cause or campaign for which money was expended, and the total amount expended in relation to each one	£
<div style="text-align: right;">Total Total expenditure</div>	
(b) the name of each organisation to which money was paid (otherwise than for a particular cause or campaign), and the total amount paid to each one	£
<div style="text-align: right;">Total Total expenditure</div>	
(c) the total amount of all other money expended	£
<div style="text-align: right;">Total Total expenditure</div>	

Analysis of administrative expenses and other outgoings excluding amounts charged to political fund accounts

(see notes 34 and 35)

		£
Administrative Expenses		
Remuneration and expenses of staff		113,582
Salaries and Wages included in above	£103,665	
Auditors' fees		3,160
Legal and Professional fees		23,918
Occupancy costs		10,003
Stationery, printing, postage, telephone, etc.		32,639
Expenses of Executive Committee (Head Office)		9,776
Expenses of conferences		
Other administrative expenses (specify)		
Travel and subsistence		22,051
Newspapers and journals		2,832
Insurance		316
Training		11,270
Miscellaneous		2,690
Other Outgoings		
Interest payable:		
Bank loans (including overdrafts)		223
Mortgages		
Other loans		
Depreciation		5,654
Taxation		
Outgoings on land and buildings (specify)		
Other outgoings (specify)		
Total		238,114
Charged to:	General Fund (Page 3)	238,114
	Fund (Account)	
	Fund (Account)	
	Fund (Account)	
	Fund (Account)	
Total		238,114

Analysis of officials' salaries and benefits

(see notes 36 to 46)

[illegible]

(see notes 47 and 48)

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Balance sheet as at

31 DECEMBER 2018

(see notes 49 to 52)

Previous Year		£	£
24,830	Fixed Assets (at page 14)		28,668
	Investments (as per analysis on page 15)		
	Quoted (Market value £)		
	Unquoted		
	Total Investments		
	Other Assets		
	Loans to other trade unions		
6,287	Sundry debtors		6,941
454,513	Cash at bank and in hand		551,026
	Income tax to be recovered		
	Stocks of goods		
22,506	Prize money and cloth sponsorship		26,704
2,000	Loan to P McCulloch		910
2,273	Loan to Horsemen Limited		2,273
487,579	Total of other assets		587,854
512,409	Total assets		616,522
496,511	General fund		600,706
	Superannuation Fund (Account)		
	Political Fund (Account)		
	Revaluation Reserve		
	Liabilities		
	Amount held on behalf of central trade union political fund		
	Loans: From other trade unions		
	Loans: Other		
	Bank overdraft		
61	Tax payable		83
	Sundry creditors		
15,046	Accrued expenses		14,310
	Provisions		
791	Other liabilities		1,423
15,898	Total liabilities		15,816
512,409	Total assets		616,522

Fixed assets account

(see notes 53 to 57)

	Land and Buildings Freehold Leasehold £ £		Furniture and Equipment £	Website £	Not used for union business £	Total £
Cost or Valuation						
At start of year			16,382	15,696		32,078
Additions			996	8,496		9,492
Disposals						
Revaluation/Transfers						
At end of year			17,378	24,192		41,570
Accumulated Depreciation						
At start of year			7,248			7,248
Charges for year			2,026	3,628		5,654
Disposals						
Revaluation/Transfers						
At end of year			9,274	3,628		12,902
Net book value at end of year			8,104	20,564		28,668
Net book value at end of previous year			9,134	15,696		24,830

Analysis of investments

(see notes 58 and 59)

Quoted		All Funds Except Political Funds £	Political Fund £
	Equities (e.g. Shares)		
	Government Securities (Gilts)		
	Other quoted securities (to be specified)		
	Total quoted (as Balance Sheet)		
	Market Value of Quoted Investment		
Unquoted	Equities		
	Government Securities (Gilts)		
	Mortgages		
	Bank and Building Societies		
	Other unquoted investments (to be specified)		
	Total unquoted (as Balance Sheet)		
	Market Value of Unquoted Investments		

Analysis of investment income (controlling interests)

(see notes 60 and 61)

Does the union, or any constituent part of the union, have a controlling interest in any limited company?		YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
If YES name the relevant companies:			
Company name	Company registration number (if not registered in England & Wales, state where registered)		

Are the shares which are controlled by the union registered in the names of the union's trustees?		YES <input type="checkbox"/>	NO <input type="checkbox"/>
If NO, state the names of the persons in whom the shares controlled by the union are registered.			
Company name	Names of shareholders		

Summary sheet

(see notes 62 to 73)

	All funds except Political Funds £	Political Funds £	Total Funds £
Income			
From Members			
From Investments	434		434
Other Income (including increases by revaluation of assets)	541,510		541,510
Total Income	541,944		541,944
Expenditure (including decreases by revaluation of assets)			
Total Expenditure	437,749		437,749
Funds at beginning of year (including reserves)	496,511		496,511
Funds at end of year (including reserves)	600,706		600,706
Assets			
Fixed Assets			28,668
Investment Assets			
Other Assets			587,854
Total Assets			616,522
Liabilities			
Total Liabilities			15,816
Net assets (Total Assets less Total Liabilities)			600,706

Notes to the accounts

(see notes 82 and 83)

All notes to the accounts must be entered on or attached to this part of the return.

Please see attached overleaf

**NOTES TO ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2018**

1. Accounting Policies

The Financial Statements have been prepared in accordance with applicable UK accounting standards and the following accounting policies:

1.1. Basis of Accounting

The Financial Statements have been prepared in accordance with applicable United Kingdom accounting standards, including Financial Reporting Standard 102 – The Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102). The Financial Statements have been prepared under the historical cost basis.

1.2. Reduced Disclosure Exemptions

As a qualifying entity reporting under FRS 102, the Association has taken advantage of the following disclosure exemptions:

- The requirements of Section 7 Statement of Cash Flows and Section 3 Financial Statement Presentation.

1.3. Fixed Assets

Items of office equipment are capitalised in the balance sheet at cost and depreciated at a rate of 20% per annum reducing balance to write off the cost over their useful life.

Website costs are amortised over 5 years.

1.4. Taxation

Corporation tax is liable on investment income only and full provision is made to the extent that a liability arises.

1.5. Prize Money and Cloth Sponsorship

The Association is funded from 'Prize Money' distributed under the Orders of the British Horseracing Association (BHA) Rule 194 (Schedule F9) whereby the Association receives 0.25% of total prize money. These orders and rules also include written instructions setting out the terms and conditions of service in Racings, established by the National Joint Council for Racing Staff (set-up by agreement between the Association and National Trainers' Federation). The Racing Lads and Lasses are able to benefit from the Associations representation and support without needing to subscribe on an individual basis.

The Association also receives funding by way of 'Cloth Sponsorship' distributed under BHA Rule F(129) whereby for each horse that has started in a race the Association shall receive 5% of the sponsorship income of that horse's cloth where sponsored.

NOTES TO ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2018 (CONTINUED)

1. Accounting Policies (continued)

1.5. Prize Money and Cloth Sponsorship (continued)

The payments from prize money won and cloth sponsorship due are paid directly to NARS.

Prize money and cloth sponsorship is recognised as income in the accounts on an accruals basis.

1.6. Other Income

Commissions and bank interest are accounted for on a receivable basis.

Sponsorship and other donations are accounted for on a receivable basis.

1.7. Expenditure

The accounts are prepared on an accruals basis and include expenditure as it is incurred.

1.8. Restricted Funds

Project funding income and expenditure is disclosed in the Income and Expenditure account as restricted as set out in note 8.

2. Taxation

	2018	2017
	£	£
Domestic current year tax		
UK corporation tax	83	(39)
	83	(39)

NOTES TO ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2018 (CONTINUED)

3. Tangible Fixed Assets

	Office Equipment £
Cost	
At 1 January 2018	16,382
Additions	996
Disposals	-
At 31 December 2018	<u>17,378</u>
Depreciation/Amortisation	
At 1 January 2018	7,248
Charge for year	2,026
Eliminated on disposals	-
At 31 December 2018	<u>9,274</u>
Net book value	
At 31 December 2017	<u>9,134</u>
At 31 December 2018	<u>8,104</u>

4. Intangible Fixed Assets

	Website £
Cost	
At 1 January 2018	15,696
Additions	8,496
Disposals	-
At 31 December 2018	<u>24,192</u>
Depreciation	
At 1 January 2018	-
Charge for year	3,628
Eliminated on disposals	-
At 31 December 2018	<u>3,628</u>
Net book value	
At 31 December 2017	<u>15,696</u>
At 31 December 2018	<u>20,564</u>

NATIONAL ASSOCIATION OF RACING STAFF

NOTES TO ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2018 (CONTINUED)

5. Debtors

	2018 £	2017 £
Prize money and cloth sponsorship	26,704	22,506
Prepayments and accrued income	6,941	6,287
Other loans	910	2,000
Loan to Horsemen Limited	2,273	2,273
	36,828	33,066

6. Creditors: Amounts Falling Due Within One Year

	2018 £	2017 £
Accruals	14,310	15,046
Corporation tax	83	61
Other creditors	1,423	791
	15,816	15,898

7. General Fund

	£
As at 1 January 2018	496,511
Surplus for the year	104,195
As at 31 December 2018	600,706

NATIONAL ASSOCIATION OF RACING STAFF

NOTES TO ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2018 (CONTINUED)

8. Restricted Funds

	Union Learning Fund £	Total £
As at 1 January 2018	-	-
Income	112,122	112,122
Expenditure	(112,122)	(112,122)
Transfer (to)/from general funds	-	-
As at 31 December 2018	-	-

The Union Learning Fund (ULF) has the object of aiding the development of a Union Learning Representative (ULR) network by training and appointing ULR's and creating a distinct strategy to support the learning needs of NARS members over a long-term period.

The Association undertakes these projects through external funding. Various funders retain the right to claw back grants, should either the use of funds not be in accordance with the terms and conditions of the grant, or the terms and conditions of the grant stipulates a claw back. In the opinion of the Executive Council no such liability exists as at 31 December 2018.

9. Related Parties

The Association received no repayments of a loan due from Horsemen Limited, the company vehicle of the Horsemen's Group, of which it is a member. At the year-end, a balance of £2,273 (2017 - £2,273) was outstanding on the loan and is included within debtors (see note 5).

NATIONAL ASSOCIATION OF RACING STAFF

NOTES TO ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2018 (CONTINUED)

10. Financial Commitments

At 31 December 2018 the Association had total commitments under non-cancellable operating leases as follows:

	Land and Buildings		Other	
	2018	2017	2018	2017
	£	£	£	£
Expiry date:				
Less than 1 year	10,080	10,080	979	979
In 2 to 5 years	-	-	1,787	2,766
	<hr/>	<hr/>	<hr/>	<hr/>

Accounting policies

(see notes 84 and 85)

Please see attached overleaf

Signatures to the annual return

(see notes 86 and 87)

including the accounts and balance sheet contained in the return. Please send the return with the original signatures. Copies will not be accepted.

Secretary's Signature:



Name: GEORGE MCGRATH

Date: 23/05/19

Chairman's Signature:

(or other official whose position should be stated)



Name: KATHERINE REYNOLDS

Date: 23/05/19

Checklist

(see notes 88 and 89)

(please tick as appropriate)

Has the return of change of officers been completed? (see Page 2 and Note 12)	Yes	<input checked="" type="checkbox"/>	No	
Has the list of officers in post been completed? (see Page 2a and Note 12)	Yes	<input checked="" type="checkbox"/>	No	
Has the return been signed? (see Pages 23 and 25 and Notes 86 and 95)	Yes	<input checked="" type="checkbox"/>	No	
Has the auditor's report been completed? (see Pages 24 and 25 and Notes 2 and 92)	Yes	<input checked="" type="checkbox"/>	No	
Is a rule book enclosed? (see Notes 8 and 88)	Yes	<input checked="" type="checkbox"/>	No	
A member's statement is: (see Note 104)	Enclosed	<input checked="" type="checkbox"/>	To follow	
Has the summary sheet been completed? (see Page 17 and Notes 7 and 62)	Yes	<input checked="" type="checkbox"/>	No	
Has the membership audit certificate been completed? (see Page i to iii and Notes 97 to 103)	Yes	<input checked="" type="checkbox"/>	No	

Auditor's report (continued)

Signature(s) of auditor or auditors:	<div style="border: 1px solid black; padding: 5px; text-align: center;"> <i>Wilks Kennedy</i> <i>Audit Services</i> </div>	
Name(s):	<div style="border: 1px solid black; padding: 2px;">WILKINS KENNEDY</div> <div style="border: 1px solid black; padding: 2px;">AUDIT SERVICES</div>	
Profession(s) or Calling(s):	<div style="border: 1px solid black; padding: 2px;">CHARTERED</div> <div style="border: 1px solid black; padding: 2px;">ACCOUNTANTS</div>	
Address(es):	<div style="border: 1px solid black; padding: 2px;">2nd Floor, Regis House</div> <div style="border: 1px solid black; padding: 2px;">45 King William Street</div> <div style="border: 1px solid black; padding: 2px;">London ECHR 9AN</div>	
Date:	<div style="border: 1px solid black; padding: 2px;">31 May 2019</div>	
Contact name for enquiries and telephone number:	<div style="border: 1px solid black; padding: 2px;">PHILIP CLARK</div> <div style="border: 1px solid black; padding: 2px;">0207 403 1877</div>	

N.B. When notes to the accounts are referred to in the auditor's report a copy of those notes must accompany this return.

**INDEPENDENT AUDITOR'S REPORT
FOR THE YEAR ENDED 31 DECEMBER 2018**

Opinion

We have audited the financial statements of The National Association of Racing Staff (NARS) for the year ended 31 December 2018 which comprise the Income and Expenditure Statement, Balance Sheet and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the union's affairs as at 31 December 2018 and of its result for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Trade Union and Labour Relations (Consolidation) Act 1992.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the union in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

**INDEPENDENT AUDITOR'S REPORT
FOR THE YEAR ENDED 31 DECEMBER 2018 (CONTINUED)**

Conclusions relating to going concern

We have nothing to report in respect of the following matters in which the ISAs (UK) require us to report to you where:

- the Executive Council's use of the going concern basis of accounting in the preparation of the financial statements is not appropriate, or
- the Executive Council has not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the union's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The Executive Council is responsible for the other information. The other information comprises the information included in the Report of the Executive Council, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Responsibilities of the Executive Council

As explained more fully in the Statement of the Executive Council's Responsibilities, the Executive Council is responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Executive Council determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Executive Council is responsible for assessing the union's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the directors either intend to liquidate the union or to cease operations, or have no realistic alternative but to do so.

**INDEPENDENT AUDITOR'S REPORT
FOR THE YEAR ENDED 31 DECEMBER 2018 (CONTINUED)**

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs(UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report

This report is made solely to the union's members, as a body, in accordance with the provisions of the Trade Union and Labour Relations (Consolidation) Act 1992. Our audit work has been undertaken so that we might state to the union's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the union and the union's members as a body, for our audit work, for this report, or for the opinions we have formed.

Wilks, Kennedy Audit Services

Wilkins Kennedy Audit Services
Statutory Auditor
2nd Floor
Regis House
45 King William Street
London
EC4R 9AN

Date: 31 May 2019

Membership audit certificate
made in accordance with section 24ZD of the
Trade Union and Labour Relations (Consolidation) Act 1992
(See notes 97 to 103)

At the end of the reporting period preceding the one to which this audit relates was the total membership of the trade union greater than 10,000?

YES ☒ NO

If "YES" please complete SECTION ONE below or provide the equivalent information on a separate document to be submitted with the completed AR21.

If "NO" please complete SECTION TWO below or provide the equivalent information on a separate document to be submitted with the completed AR21

Membership audit certificate
Section one

For a trade union with more than 10,000 members, required by section 24ZB of the 1992 Act to appoint an independent assurer

1. In the opinion of the assurer appointed by the trade union was the union's system for compiling and maintaining its register of the names and addresses of its members satisfactory to secure, so far as is reasonably practicable, that the entries in its register were accurate and up-to-date throughout the reporting period?

YES/NO

2. In the opinion of the assurer has he/she obtained the information and explanations necessary for the performance of his/her functions?

YES/NO

If the answer to **either** questions 1 or 2 above is "NO" the assurer must:

- (a) set out below the assurer's reasons for stating that
- (b) provide a description of the information or explanation requested or required which has not been obtained
- (c) state whether the assurer required that information or those explanations from the union's officers, or officers of any of its branches or sections under section 24ZE of the 1992 Act
- (d) send a copy of this certificate to the Certification Officer as soon as is reasonably practicable after it is provided to the union.

Membership audit certificate (continued)

Signature of assurer	
Name	
Address	
Date	
Contact name and telephone number	

Membership audit certificate

Section two

For a trade union with no **more than 10,000 members** at the end of the reporting period preceding the one to which this audit relates.

To the best of your knowledge and belief has the trade union during this reporting period complied with its duty to compile and maintain a register of the names and addresses of its members and secured, so far as is reasonably practicable, that the entries in the register are accurate and up-to-date?

☒ YES ☐ NO

If "NO" Please explain below:

Signature	<i>Philip Clark</i>
Name	PHILIP CLARK
Office held	ASSURER
Date	31 May 2019