

Form AR27

Trade Union and Labour relations (Consolidation) Act 1992

Employers' Association's details

Name of Employers' Association:

National Association of Farriers Blacksmiths and
Agricultural Engineers

Year ended:

31/12/18

List number:

153E

Head or Main Office:

The Forge, Unit 156
Avenue B, 10th Street
Stoneleigh Park, Kenilworth, CV8 2LG

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

Yes

No

(Tick as appropriate)

Website address (if available)

General Secretary:

Holly Flack

Contact name for queries regarding
the completion of this return:

Holly Flack

Telephone Number:

02476 696595

E-mail:

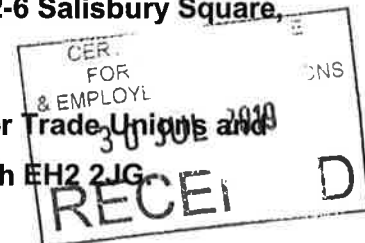
membership@bfba.co.uk

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 Office as below or by telephone to: 0330 109 3602.

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

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



Return of members

(see note 9)

Number of members at the end of the year				
Great Britain	Northern Ireland	Irish Republic	Elsewhere Abroad (including Channel Islands)	Totals
927	0	0	5	932

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

Officers in post

(see note 10)

Please insert a complete list of all officers in post at the end of the year to which this form relates.

Name of Officer	Position held
MR HUW DYER	PRESIDENT
MR CRAIG D'ARCY	VICE-PRESIDENT
MS ABIGAIL BUNYARD	TREASURER
BEN BENSON	EXECUTIVE COMMITTEE
CARL WAIN	EXECUTIVE COMMITTEE
ROBERT SHAVE	EXECUTIVE COMMITTEE

Revenue account/General Fund

(see notes 11 to 16)

Previous Year		£	£
	Income		
	From Members Subscriptions, levies, etc	99743	
	Investment income Interest and dividends (gross) Bank interest (gross) Other (specify)		
	Other income Rents received Insurance commission Consultancy fees Publications/Seminars Miscellaneous receipts (specify) Premises hire Training Courses	16324 524 22906	
	Total income		139497
	Expenditure		
	Administrative expenses		
	Remuneration and expenses of staff	25650	
	Occupancy costs	23207	
	Printing, Stationery, Post	2480	
	Telephones	3883	
	Legal and Professional fees	14571	
	Miscellaneous (specify) Travel	3547	
	Computer/website	8586	
	Other charges		
	Bank charges	929	
	Depreciation	360	
	Sums written off		
	Affiliation fees		
	Donations		
	Conference and meeting fees		
	Expenses		
	Miscellaneous (specify) EFFA	4545	
	Cultural Exchange	180	
		87938	
	Taxation		
	Total expenditure		87938
	Surplus/Deficit for year		51559
	Amount of fund at beginning of year		118510
	Amount of fund at end of year		167722

Accounts other than the revenue account/general fund

(See notes 11 to 16)

Account 2		Fund Account	
Name of account:		£	£
Income	From members Investment income Other income (specify)		
	Total Income		
Expenditure	Administrative expenses Other expenditure (specify)		
	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)		

Account 3		Fund Account	
Name of account:		£	£
Income	From members Investment income Other income (specify)		
	Total Income		
Expenditure	Administrative expenses Other expenditure (specify)		
	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)		

Accounts other than the revenue account/general fund

(See notes 11 to 16)

Account 4		Fund Account	
Name of account:		£	£
Income	From members Investment income Other income (specify)		
		Total Income	
Expenditure	Administrative expenses Other expenditure (specify)		
		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)	

Account 5		Fund Account	
Name of account:		£	£
Income	From members Investment income Other income (specify)		
		Total Income	
Expenditure	Administrative expenses Other expenditure (specify)		
		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)	

Accounts other than the revenue account/general fund

(see notes 17 to 18)

Account 6		Fund Account	
Name of account:		£	£
Income	From members Investment income Other income (specify)		
	Total Income		
Expenditure	Administrative expenses Other expenditure (specify)		
	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)		

Account 7		Fund Account	
Name of account:		£	£
Income	From members Investment income Other income (specify)		
	Total Income		
Expenditure	Administrative expenses Other expenditure (specify)		
	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)		

Fixed Assets Account

(see note 21)

	Land & Buildings	Fixtures & Fittings	Motor Vehicles & Equipment	Total
	£	£	£	£
Cost or valuation				
At start of period 1/1/18	123424	64537		187961
Additions during period		1258		1258
Less: Disposals during period	123434	65795		187219
Less: DEPRECIATION: Charge for year	123423	62919 360		186342
Total to end of period	123423	63279		186342
Book amount at end of period 31/12/18	1	1258		1259
Freehold				
Leasehold (50 or more years unexpired)				
Leasehold (less than 50 years unexpired)				
As balance sheet	1	1258		1259

Analysis of investments

(see note 22)

		Other Funds £
Quoted	British Government & British Government Guaranteed Securities	
	British Municipal and County Securities	
	Other quoted securities (to be specified)	
	Total quoted (as Balance Sheet)	
	*Market Value of Quoted Investments	
Unquoted	British Government Securities	
	British Municipal and County Securities	
	Mortgages	
	Other unquoted securities (to be specified)	
	Total quoted (as Balance Sheet)	
	*Market Value of Unquoted Investments	

* Market value of investments to be stated where these are different from the figures quoted in the balance sheet

Analysis of investment income (controlling interests)

(see notes 23)

Does the association, or any constituent part of the association, have a controlling interest in any limited company?		YES <input type="checkbox"/>	NO <input type="checkbox"/>
If YES name the relevant companies:			
Company name	Company registration number (if not registered in England & Wales, state where registered)		
Incorporated Employers' Associations			
Are the shares which are controlled by the association registered in the association's name		YES <input type="checkbox"/>	NO <input type="checkbox"/>
If NO, please state the names of the persons in whom the shares controlled by the association are registered.			
Company name	Names of shareholders		
Unincorporated Employers' Associations			
Are the shares which are controlled by the association registered in the names of the association'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 association are registered.			
Company name	Names of shareholders		

Summary sheet

(see notes 24 to 33)

	All funds except Political Funds £	Political Funds £	Total Funds £
Income			
From Members	99743		99743
From Investments			
Other Income (including increases by revaluation of assets)	39754		39754
Total Income	139497		139497
Expenditure (including decreases by revaluation of assets)			
Total Expenditure	87938		87938
Funds at beginning of year (including reserves)	118510		
Funds at end of year (including reserves)	170069		170069
Assets			
Fixed Assets			1259
Investment Assets			
Other Assets			264262
		Total Assets	265521
Liabilities		Total Liabilities	95452
Net assets (Total Assets less Total Liabilities)			170069

Notes to the accounts

(see note 34)

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

[Empty box for entering notes to the accounts]



Accounting policies

(see notes 35 and 36)

Signatures to the annual return

including the accounts and balance sheet contained in the return.

(see notes 37 and 38)

Secretary's Signature:  Name: <u>Holly Flack</u> Date: <u>20/07/19</u>	Chairman's Signature: (or other official whose position should be stated)  Name: <u>Huls Dyer</u> Date: <u>20/07/19</u>
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Checklist

(see note 39)

(please tick as appropriate)

Has the return of change of officers been completed? (see Page 2)	Yes	X	No	
Has the list of officers been completed? (see page 2a)	Yes	X	No	
Has the return been signed? (see Note 38)	Yes	X	No	
Has the auditor's report been completed? (see Note 39)	Yes	X	No	
Is the rule book enclosed? (see Note 40)	Yes	X	No	
Has the summary sheet been completed? (see Notes 6 and 25 to 34)	Yes	X	No	

Checklist for auditor's report

(see notes 40 to 44)

The checklist below is for guidance. A report is still required either set out overleaf or by way of an attached auditor's report that covers the 1992 Act requirements.

1. In the opinion of the auditors or auditor do the accounts they have audited and which are contained in this return give a true and fair view of the matters to which they relate?
(See section 36(1) and (2) of the 1992 Act and notes 43 and 44)

Please explain in your report overleaf or attached.


2. Are the auditors or auditor of the opinion that the union has complied with section 28 of the 1992 Act and has:
 - a. kept proper accounting records with respect to its transactions and its assets and liabilities; and
 - b. established and maintained a satisfactory system of control of its accounting records, its cash holding and all its receipts and remittances.
(See section 36(4) of the 1992 Act set out in note 43)

Please explain in your report overleaf or attached.

3. Your auditors or auditor must include in their report the following wording:
In our opinion the financial statements:
 - give a true and fair view of the matters to which they relate to.
 - have been prepared in accordance with the requirements of the sections 28, 32 and 36 of the Trade Union and Labour Relations (consolidation) Act 1992.

Auditor's report (continued)

PLEASE REFER TO ACCOUNTS

Signature(s) of auditor or auditors:	<input checked="" type="checkbox"/>		
Name(s):		NIGEL H. MEREDITH	
Profession(s) or Calling(s):		FCA	
Address(es):		FOLKES WORTON LLP. 15 CHURCH STREET STAIR BRIDGE WEST MIDLANDS DY8 1LH	
Date:	<input checked="" type="checkbox"/>	8 July 2019	
Contact name for enquiries and telephone number:		01384 376964	

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

**NATIONAL ASSOCIATION OF
FARRIERS, BLACKSMITHS &
AGRICULTURAL ENGINEERS**

REPORT AND ACCOUNTS

**for the year ended
31 December 2018**

**NATIONAL ASSOCIATION OF FARRIERS
BLACKSMITHS & AGRICULTURAL ENGINEERS**

**REPORT AND ACCOUNTS
for the year ended 31 December 2018**

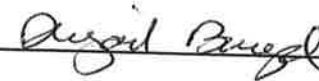
C O N T E N T S

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ASSOCIATION INFORMATION

President	H Dyer
Vice-President	C D'Arcy
Treasurer	A Bunyard
Executive Committee	B T Benson A Bunyard C D'Arcy H Dyer R Shave C Wain
Registered Office	The Forge Avenue B, 10th Street Stoneleigh Warwickshire CV8 2LG
Bankers	Lloyds Bank Kenilworth
Solicitors	Morrish & Co Oxford House Oxford Row Leeds LS1 3BE
Auditors	Folkes Worton LLP Chartered Accountants & Statutory Auditors 15 Church Street Stourbridge DY8 1LU
Members Auditor	C Barnes
Advising Accountants	Armstrong Chase Chartered Accountants Suite 1 Winwood Court Norton Road Stourbridge DY8 2AE

We approve these Accounts and confirm that we have made available all relevant records and information for their preparation and give our authority for these to be submitted to the Inland Revenue.


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MEMBERS OF THE COMMITTEE

18th May 2019

for the year ended 31 December 2018

REPORT OF THE AUDITORS

**TO THE MEMBERS OF NATIONAL ASSOCIATION OF
FARRIERS BLACKSMITHS & AGRICULTURAL ENGINEERS**

We have audited the financial statements on pages 3 to 7 which have been prepared under the historical cost convention and the accounting policies set out on page 8.

The Committee is responsible for the preparation of financial statements and for being satisfied that they give a true and fair view. Our responsibility is to form an independent opinion, based on our audit, on those statements and to report our opinion to you.

SCOPE OF THE AUDIT

We conducted our audit in accordance with the requirements of the Trade Union and Labour Relations (Consolidation) Act 1992. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the Committee in the preparation of the financial statements, and of whether the accounting policies are appropriate to the Association's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

OPINION

In our opinion the financial statements give a true and fair view of the state of the Association's affairs as at 31 December 2018 and of its profit for the year then ended. Proper accounting records have been kept, a satisfactory system of control has been maintained and the accounts are in agreement with the accounting records.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters if, in our opinion:

- proper books of account have not been kept by the Association in accordance with the requirements of the legislation,
- a satisfactory system of control over transactions has not been maintained by the Association in accordance with the requirements of the legislation,
- the revenue account or the other accounts to which our report relates, and the balance sheet are not in agreement with the books of account of the club,
- we have not obtained all the information and explanations necessary for the purposes of our audit.

**NATIONAL ASSOCIATION OF FARRIERS
BLACKSMITHS & AGRICULTURAL ENGINEERS**

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for the year ended 31 December 2018

REPORT OF THE AUDITORS continued



Nigel H Meredith (senior statutory auditor)
Folkes Worton LLP
Statutory Auditors
15 Church Street
Stourbridge
West Midlands DY8 1LU

18th May 2019

I hereby certify that the Financial Statements set out on pages 3-7 are in accordance with the rules of the Association and the Resolutions passed as shown in the Minute Book.



Cliff Barnes
Members' Auditor

**PROFIT AND LOSS ACCOUNT
for the year ended 31 December 2018**

	2018	2017
	£	£
INCOME		
Contributions (net)	99,743	98,339
Investment income	110	35
Room hire	524	358
Profit from sale of books & merchandise	(750)	58
Insurance commission received	16,324	16,305
Events & Courses	29,558	11,697
	<u>145,509</u>	<u>126,792</u>
 EXPENDITURE		
Management expenses	92,937	100,798
Depreciation	360	480
Claims & Benefits	3,000	-
	<u>96,297</u>	<u>101,278</u>
 Surplus on ordinary activities	 49,212	 25,514
Balance brought forward	118,510	92,996
	<u>167,722</u>	<u>118,510</u>
 Balance as at 31 December 2018	 167,722	 118,510

BALANCE SHEET

as at 31 December 2018

	Notes	2018 £	2017 £
FIXED ASSETS			
Tangible assets	3	1,259	1,619
		<u>1,259</u>	<u>1,619</u>
CURRENT ASSETS			
Stocks of books and merchandise		4,588	4,873
Sundry debtors & prepayments	4	23,538	18,721
Cash at bank and in hand		236,136	165,780
		<u>264,262</u>	<u>189,374</u>
LESS CURRENT LIABILITIES			
Sundry creditors and accruals	5	97,799	72,483
		<u>166,463</u>	<u>116,891</u>
NET CURRENT ASSETS			
		<u>166,463</u>	<u>116,891</u>
TOTAL ASSETS			
		<u>167,722</u>	<u>118,510</u>
Represented by:-			
WORTH OF FUNDS			
Management Fund 'A'		68,493	16,392
Benevolent Fund 'D'		261	3,257
Death Fund 'F'		76,449	76,366
The W Jones Anstey Memorial Fund		22,519	22,495
		<u>167,722</u>	<u>118,510</u>

for the year ended 31 December 2018

MANAGEMENT FUND 'A'

	2018	2017
	£	£
INCOME		
Contributions	99,743	98,564
Branch returns/closures	-	(225)
Hire of premises	524	358
Profit from sale of books & merchandise	(750)	58
Insurance commission received	16,324	16,305
	<u>115,841</u>	<u>115,060</u>
EXPENDITURE		
Administration Expenses		
Salaries	25,650	29,858
Rent & Services	11,500	11,500
Rates	3,891	1,500
Insurance	5,541	5,266
Heat & light	2,275	3,553
Repairs & renewals	1,994	4,075
Staff & executive expenses	3,547	5,103
Printing, stationery & advertising	2,480	4,420
Postage & telephone	3,883	4,565
Professional fees	14,571	9,164
Sundry expenses	3,365	4,624
Computer & website costs	8,586	8,107
Bank charges	929	1,546
EFFA	4,545	5,703
Cultural exchange	180	1,814
	<u>92,937</u>	<u>100,798</u>
Depreciation & Amortisation		
Office & forge equipment	360	480
	<u>360</u>	<u>480</u>
Events & Courses Income		
Forge Magazine	(6,972)	(1,496)
Farrier Focus	18,862	16,645
AWCF	9,701	4,729
CPD & Exam Theory	(324)	10
Pre Dip Day	1,423	644
International Weekend	6,652	(8,365)
Apprentice Contracts	300	(470)
National Champs	(177)	-
Business Day	93	-
	<u>29,558</u>	<u>11,697</u>
SURPLUS ON ORDINARY ACTIVITIES	<u>52,102</u>	<u>25,479</u>

**NATIONAL ASSOCIATION OF FARRIERS
BLACKSMITHS & AGRICULTURAL ENGINEERS**

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for the year ended 31 December 2018

	2018	2017
	£	£
MANAGEMENT FUND 'A'		
Balance brought forward	16,391	(9,087)
Surplus/(Loss) on ordinary activities	52,102	25,479
	<hr/>	<hr/>
Balance as at 31 December 2018	68,493	16,392
	<hr/> <hr/>	<hr/> <hr/>
	2018	2017
	£	£
BENEVOLENT FUND 'D'		
Income		
Investment income	3	1
	<hr/>	<hr/>
	3	1
Expenditure		
Claims & benefits	3,000	-
	<hr/>	<hr/>
Surplus for the year	(2,997)	1
Balance brought forward	3,258	3,257
	<hr/>	<hr/>
Balance as at 31 December 2018	261	3,258
	<hr/> <hr/>	<hr/> <hr/>

for the year ended 31 December 2018

	2018	2017
	£	£
DEATH FUND 'F'		
Income		
Investment income	83	26
	83	26
Expenditure		
Death claims	-	-
	83	26
Surplus for the year	83	26
Balance brought forward	76,366	76,340
Balance as at 31 December 2018	76,449	76,366

	2018	2017
	£	£
THE W JONES ANSTEY MEMORIAL FUND		
Income		
Investment income	24	8
	24	8
Expenditure		
Grants paid	-	-
	24	8
Surplus for the year	24	8
Balance brought forward	22,495	22,487
Balance as at 31 December 2018	22,519	22,495

NOTES TO ACCOUNTS

1. ACCOUNTING POLICIES

(i) **Accounting Convention**

The Financial Statements have been prepared under the Historical Cost Convention.

(ii) **Branches**

Since funds managed by branches are held for mainly recreational, charitable and social purposes and have no direct connection with the rules or objects of the Association, such branch funds and branch transactions have been excluded from the accounts of the Association.

(iii) **Contribution Income**

Contribution Income has been accounted for as received by the Association, subject to the deferment of Contributions received in respect of the subsequent year amounting to £15,882 (2017: £9,489)

(iv) **Investment Income**

Investment income has been accounted for on an accruals basis and has been apportioned to each fund according to the ratios of the worth of each fund at the beginning of the year.

(v) **Depreciation**

Office & Forge Equipment

Fixed assets are stated at cost less depreciation calculated to write off the assets over their useful lives at the following rates per annum:-

Office & Forge Equipment	25% - reducing balance basis
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Leasehold Property

The retained cost of leasehold property has been amortised on a straight line basis over the period of the lease which expired on 31 December 2009. A further lease expired on 31 December 2014. Since then the Association has been negotiating a new lease. As a result a provision of £51,500 is included in the Accounts to cover a potential shortfall of rent and service charges. It is anticipated that a new lease will be successfully concluded during 2019.

Charles Richardson Collection

Included in Office & Forge Equipment is the cost of the Charles Richardson Collection of £183. No depreciation has been applied and it is considered that the financial effect of such a policy is not material to the accounts. A valuation carried out in July 2005 for insurance purposes, valued the collection at £2,000.

2. TAXATION

The Association is liable to Income Tax on investment income and chargeable gains except to the extent that such income or chargeable gains are applied for the purpose of providing benefits.

The Association is not liable to registration for Value Added Tax since contributions are treated as an exempt supply by reason of the Association having as its main objects the negotiation and regulation on behalf of members the terms and conditions of employment

3. FIXED ASSETS

Tangible Assets

	Office & Forge Equipment £	Leasehold Property £	TOTAL £
COST			
At 1 January 2018	64,537	123,424	187,961
Additions	-	-	-
At 31 December 2018	64,537	123,424	187,961
DEPRECIATION			
At 1 January 2018	62,919	123,423	186,342
Charge for year	360	-	360
At 31 December 2018	63,279	123,423	186,702
NET BOOK VALUE			
At 31 December 2018	1,258	1	1,259
At 31 December 2017	1,618	1	1,619

4. SUNDRY DEBTORS

	2018 £	2017 £
Amounts due within one year		
Trade debtors	20,728	16,747
Prepayments	2,810	1,974
	<u>23,538</u>	<u>18,721</u>

5. CREDITORS

	2018 £	2017 £
Amounts due within one year		
Trade creditors	68,431	52,367
Contributions received in advance	15,882	9,489
Accruals & deferred income	13,486	10,627
	<u>97,799</u>	<u>72,483</u>

6. THE W JONES ANSTEY MEMORIAL FUND

The W Jones Anstey Memorial Fund is established by Deed of Trust dated 19 November 1930. Under the rules of the Trust the fund shall at no time be reduced by withdrawal of capital.

The worth of funds at the date of the balance sheet amounting to £ 22,519 are made up as follows:-

	£
Capital including transfers from other funds	6,755
Surplus on sale of investments	238
	<u>6,993</u>
<i>Sub total</i>	6,993
Balance of income unexpended	15,526
	<u>22,519</u>
Balance as at 31 December 2018	22,519

7. THE LIABILITY UNDER THE DEATH BENEFIT FUND

The Death Benefit Fund 'F' provides death benefits to membership prior to 1 January 1971. The liability at the year end stood at £1,200.