

Form AR27

Trade Union and Labour relations (Consolidation) Act 1992

Employers' Association's details

Name of Employers' Association:

Association of Plumbing and Heating Contractors

Year ended:

31st December 2018

List number:

150E

Head or Main Office:

12 The Pavilions
Cranmore Drive
Solihull
B90 4SB

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

Yes

No

(Tick as appropriate)

Website address (if available)

www.aphc.co.uk

General Secretary:

G B Beevers

Contact name for queries regarding the completion of this return:

Danielle Ward

Telephone Number:

0121 711 5030

E-mail:

Danielle.ward@aphc.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
				891

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
Director		J L French	1 st January 2019
Director		A Colbert	1 st January 2018
Director		P W Compson	1 st January 2019
Director		M D Purnell	1 st January 2018
Director	WA Carlill		7 th February 2019
Director		R Johnston	1 st January 2018
Director	R Johnston		3 rd July 2018

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
A M Beaumont	Accounting Officer & Vice Chariman
R E Price	Director
J G Breakell	Director
A N Crookes	Director
J Jones	Director
E B Parker	Director
R L Perrins	Director
P W Compson	Director
J L French	Director
A Colbert	Director
M Antrobus	Director
M D Purnell	Director
G P Beevers	President/Secretary

Revenue account/General Fund

(see notes 11 to 16)

Previous Year		£	£
	Income		
	From Members Subscriptions, levies, etc		
	Investment income Interest and dividends (gross) Bank interest (gross) Other (specify)		
	Other income Rents received Insurance commission Consultancy fees Publications/Seminars Miscellaneous receipts (specify)		
	Total Income		
	Expenditure		
	Administrative expenses Remuneration and expenses of staff Occupancy costs Printing, Stationery, Post Telephones Legal and Professional fees Miscellaneous (specify)		
	Other charges Bank charges Depreciation Sums written off Affiliation fees Donations Conference and meeting fees Expenses Miscellaneous (specify)		
	Taxation		
	Total expenditure		
	Surplus/Deficit for year		
	Amount of fund at beginning of year		
	Amount of fund at end of year		

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				
 Additions during period				
 Less: Disposals during period				
 Less: DEPRECIATION:				
 Total to end of period				
 Book amount at end of period				
 Freehold				
 Leasehold (50 or more years unexpired)				
 Leasehold (less than 50 years unexpired)				
 As balance sheet				

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	380,002		380,002
From Investments	134		134
Other Income (Including increases by revaluation of assets)	<u>128,827</u>		<u>128,827</u>
Total Income	508,963		508,963
Expenditure (including decreases by revaluation of assets)	(665,093)		(665,093)
Total Expenditure	(28,164)		(28,164)
	693,257		693,257
Funds at beginning of year (including reserves)	866,645		866,645
Funds at end of year (including reserves)	684,424		684,424 <i>(682,351)</i>
Assets			
Fixed Assets			17,821
Investment Assets			432,576
Other Assets			385,705
Total Assets			836,102
Liabilities			
Total Liabilities			(151,678) <i>153,751</i>
Net assets (Total Assets less Total Liabilities)			684,424 <i>682,351</i>

Notes to the accounts

(see note 34)

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

A large, empty rectangular box with a black border, intended for the user to enter or attach notes to the accounts. The box occupies most of the page below the instructions.

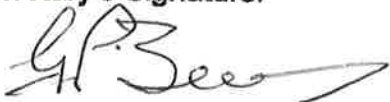
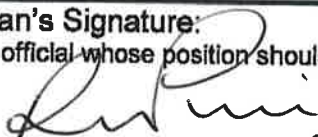
Accounting policies

(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)

<p>Secretary's Signature:</p>  <p>Name: Graham Beavers</p> <p>Date: 12/6/19.</p>	<p>Chairman's Signature: (or other official whose position should be stated)</p>  <p>Name: R. E. PRICE</p> <p>Date: 12.6.19.</p>
---------------------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Checklist

(see note 39)

(please tick as appropriate)

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

Yes

2. Are the auditors or auditor of the opinion that the union has complied with section 28 of the 1992 Act and has:
- kept proper accounting records with respect to its transactions and its assets and liabilities; and
 - 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.

Yes

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)

Signature(s) of auditor or auditors:

Richard Horton

Name(s):

RICHARD ALAN HORTON

Profession(s) or Calling(s):

CHARTERED CERTIFIED ACCOUNTANT

Address(es):

Lumneri House
Blythe Gate
Blythe Valley Park
SOLIHULL, B90 8AM

Date:

7/6/19

Contact name for enquiries and telephone number:

0121 693 5000

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

Private and Confidential
Certification Office
Trade Unions and Employers' Association
Fleetbank House
Lower Ground
2-6 Salisbury Square
London
EC4Y 8JX

Our ref: RAH/ME/VS/55740/8485
16 July 2019

Dear Sirs

We act as an auditor for Association of Plumbing and Heating Contractors Limited and writing this letter to confirm our duties under section 36 of the Trade Union and Labour Relations (Consolidation) Act 1992.

In the light of the knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified any material misstatements.

We have nothing to report in respect of the following matters where the Trade Union and Labour Relations (Consolidation) Act 1992, section 36 requires us to report to you if, in our opinion:

- Adequate accounting records have not been kept
- The financial statements are not in agreement with the accounting records and returns
- We have not received all the information and explanations we require for our audit

In our opinion the financial statements:

- Give a true and fair view of the state of the company's affairs as at 31 December 2018
- Have been prepared in accordance with the requirements of the Trade Union and Labour Relations (Consolidation) Act 1992 and comply with section 28 of the Act.

Should you have any queries please do not hesitate to contact us.

Yours faithfully



Richard Horton
Director
For and on behalf of Jerroms

Lumaneri House, Blythe Gate, Blythe Valley Park, Solihull, B90 8AH
0121 693 5000 | jerroms.co.uk

Jerroms is a trading style of Jerroms Business Solutions Limited. Jerroms Business Solutions Limited is registered in England and Wales. Registered number: 08923059. Registered Office: The Exchange, Haslucks Green Road, Shirley, Solihull, B90 2EL. A list of directors is open for inspection at the registered office. Registered as auditors and regulated for a range of investment business activities in the United Kingdom by the Association of Chartered Certified Accountants.