

Form AR21

Trade Union and Labour Relations (Consolidation) Act 1992

Annual Return for a Trade Union

Name of Trade Union:	UNITED ROAD TRANSPORT UNION		
Year ended:	31 December 2019		
List no:	388T		
Head or Main Office address:	ALMOND HOUSE		
	OAK GREEN		
	STANLEY GREEN BUSINESS PARK		
	CHEADLE HULME		
	CHESHIRE		
Postcode	SK8 6QL		
Website address (if available)	www.urtu.com		
Has the address changed during the year to which the return relates?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	('X' in appropriate box)
General Secretary:	MR ROBERT F MONKS		
Telephone Number:	0161 486 2100		
Contact name for queries regarding the completion of this return	PAUL GALLAHER		
Telephone Number:	0161 486 2100		
E-mail:	info@urtu.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

You should send the annual return to the following email address stating the name of the union in subject:

For Unions based in England and Wales: returns@certoffice.org

For Unions based in Scotland: ymw@tcyoung.co.uk

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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	8,458	11			8,469
Female	241	1			242
Other					
Total	8,699	12			A 8,711

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

8,711

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

None

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
National Executive	R Bellamy		28 September 2019
Trustee	N Brown		09 February 2019
Trustee		C Carter	28 September 2019

State whether the union is:

a. A branch of another trade union?

Yes

No

If yes, state the name of that other union:

b. A federation of trade unions?

Yes

No

If yes, state the number of affiliated unions:

and names:

Officers in post

(see note 12)

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

Name of Officer	Position held
Mr E Drinkwater	President
Mr R Monks	General Secretary
Mr J Chittock	National Executive Committee
Mr M Rushby	National Executive Committee
Mr T McEvoy	National Executive Committee
Mr P Roe	Trustee
Mr C Carter	Trustee

General Fund

(see notes 13 to 18)

	£	£
Income		
From Members: Contributions and Subscriptions		1,568,046
From Members: Other income from members (specify)		
Total other income from members		
Total of all income from members		1,568,046
Investment income (as at page 12)		
Other Income		
Income from Federations and other bodies (as at page 4)		
Income from any other sources (as at page 4)	306,002	
Total of other income (as at page 4)		306,002
		1,874,048
	Total income	
	Interfund Transfers IN	
Expenditure		
Benefits to members (as at page 5)		331,592
Administrative expenses (as at page 10)		1,114,969
Federation and other bodies (specify)		
Total expenditure Federation and other bodies		
Taxation		
	Total expenditure	1,446,561
	Interfund Transfers OUT	
	Surplus (deficit) for year	427,487
Amount of general fund at beginning of year		1,580,594
Amount of general fund at end of year		2,008,081

Analysis of income from federation and other bodies and other income

(see notes 19 and 20)

Description	£
Federation and other bodies	
Total federation and other bodies	
Any Other Sources	
Miscellaneous income	12,750
Interest receivable	9,202
Profit on disposal of fixed assets and investments	1,440
Revaluation gains on fixed asset investments	57,610
Actuarial gain on defined benefit pension schemes	225,000
Total other sources	
306,002	
Total of all other income	
306,002	

Analysis of benefit expenditure shown at the General Fund

(see notes 21 to 23)

			£
Representation –		brought forward	83,121
Employment Related Issues		Advisory Services	
Benevolent	6,251	Legal helpline	15,600
Representation –		Other Cash Payments	
Non Employment Related Issues		Sickness and accident	34,499
		Death benefit	18,000
		Dental	1,802
		Education and Training services	
Communications			
Diaries and membership cards	15,053		
Production costs of publications	61,817		
		Negotiated Discount Services	
Dispute Benefits			
		Other Benefits and Grants (specify)	
		Honorary member scheme	1,250
		Legal and medical feess	177,320
carried forward	83,121	Total (should agree with figure in General Fund)	331,592

(See notes 21 and 23)

Fund 2		Fund Account		
Name:		£	£	
Income	From members			
	Investment income (as at page 12)			
	Other income (specify)			
		Total other income as specified		
		Total Income		
		Interfund Transfers IN		
Expenditure	Benefits to members			
	Administrative expenses and other expenditure (as at page 10)			
			Total Expenditure	
			Interfund Transfers OUT	
		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		

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		
		Interfund Transfers IN		
Expenditure	Benefits to members			
	Administrative expenses and other expenditure (as at page 10)			
			Total Expenditure	
			Interfund Transfers OUT	
		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 and 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		
	Interfund Transfers IN		
Expenditure			
	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	Total Expenditure		
	Interfund Transfers OUT		
	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		

N/A

Fund 5		Fund Account	
Name:		£	£
Income			
	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	Total other income as specified		
	Total Income		
	Interfund Transfers IN		
Expenditure			
	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	Total Expenditure		
	Interfund Transfers OUT		
	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 and 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		
		Interfund Transfers IN		
Expenditure	Benefits to members			
	Administrative expenses and other expenditure (as at page 10)			
			Total Expenditure	
			Interfund Transfers OUT	
		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		

N/A

Fund 7		Fund Account		
Name:		£	£	
Income	From members			
	Investment income (as at page 12)			
	Other income (specify)			
		Total other income as specified		
		Total Income		
		Interfund Transfers IN		
Expenditure	Benefits to members			
	Administrative expenses and other expenditure (as at page 10)			
			Total Expenditure	
			Interfund Transfers OUT	
		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 and 23)

Fund 8		Fund Account		
Name:		£	£	
Income	From members			
	Investment income (as at page 12)			
	Other income (specify)			
		Total other income as specified		
		Total Income		
		Interfund Transfers IN		
Expenditure	Benefits to members			
	Administrative expenses and other expenditure (as at page 10)			
			Total Expenditure	
			Interfund Transfers OUT	
		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		

N/A

Fund 9		Fund Account		
Name:		£	£	
Income	From members			
	Investment income (as at page 12)			
	Other income (specify)			
		Total other income as specified		
		Total Income		
		Interfund Transfers IN		
Expenditure	Benefits to members			
	Administrative expenses and other expenditure (as at page 10)			
			Total Expenditure	
			Interfund Transfers OUT	
		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		
	Members contributions and levies		
	Investment income (as at page 12)		
Other income (specify)			
		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 <u>Balance Sheet</u>)	
		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 contribute to the political fund	
N/A			
Political fund account 2		To be completed by trade unions which act as components of a central trade union	
Income	Contributions and levies collected from members on behalf of central political fund		
	Funds received back from central political fund		
Other income (specify)			
		Total other income as specified	
		Total income	
Expenditure	Expenditure under section 82 of the Trade Union and Labour Relations (Consolidation) Act 1992 (specify)		
	Administration expenses in connection with political objects (specify)		
	Non-political expenditure		
		Total expenditure	
		Surplus (deficit) for year	
		Amount held on behalf of trade union political fund at beginning of year	
		Amount remitted to central political	
		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

Name of political party in relation to which money was expended	Total amount spent during the period £
N/A	
Total	

Political fund account expenditure (c)

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.

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 33(iii))	£
Total			

N/A

Political fund account expenditure (d)

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.

Expenditure on the maintenance of any holder of political office	
Name of office holder	£
N/A	
Total	

Political fund account expenditure (e)

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.

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

Name of political party	£
N/A	
Total	

Political fund account expenditure (f)

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

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

Name of organisation or political party	£
N/A	
Total	

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	£

N/A

Total expenditure

(b) the name of each organisation to which money was paid (otherwise than for a particular cause of campaign), and the total amount paid to each one	£

Total expenditure

(c) the total amount of all other money expended	£

Total expenditure

Total of all expenditures

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		719,557
Salaries and Wages included in above	719,557	
Auditors' fees		9,000
Legal and Professional fees		48,189
Occupancy costs		33,523
Stationery, printing, postage, telephone, etc.		28,884
Expenses of Executive Committee (Head Office)		27,763
Expenses of conferences		
Other administrative expenses (specify)		
Branch expenses		20,247
Computer services		32,287
Affiliation fees		30,173
Marketing and other		105,529
VAT expenses/(recovery)		-2,379
Other Outgoings		
Depreciation		48,691
Bank charges		13,505
Outgoings on land and buildings (specify)		
Other outgoings (specify)		
Total		1,114,969
Charged to:	General Fund (Page 3)	1,114,969
Total		1,114,969

Analysis of officials' salaries and benefits

(see notes 36 to 46 below)

Office held	Gross Salary	Employers N.I. contributions	Benefits		Total	
			Pension Contributions	Other Benefits		
£	£	£		Description	Value	£
				£		
General Secretary	67,606	13,418	20,823	Other	37,043	138,890

Analysis of investment income

(see notes 47 and 48)

	Political Fund £		Other Fund(s) £
Rent from land and buildings			
Dividends (gross) from:	N/A		
Equities (e.g. shares)			
Interest (gross) from:			
Government securities (Gilts)			
Mortgages			
Local Authority Bonds			
Bank and Building Societies			
Other investment income (specify)			
		Total investment income	
		Credited to:	
		General Fund (Page 3)	
		Political Fund	
		Total Investment Funds	

Fixed assets account

(see notes 53 to 57)

	Land and Buildings		Furniture and Equipment £	Motor Vehicles £	Not used for union business £	Total £
	Freehold £	Leasehold £				
Cost or Valuation						
At start of year		590,948	202,544	168,480		961,972
Additions			9,202	27,011		36,213
Disposals			-102,215	-74,288		-176,503
Revaluation/Transfers						
At end of year		590,948	109,531	121,203		821,682
Accumulated Depreciation						
At start of year		133,949	159,969	101,172		395,090
Charges for year		11,819	13,969	22,903		48,691
Disposals			-100,931	-70,583		-171,514
Revaluation/Transfers						
At end of year		145,768	73,007	53,492		272,267
Net book value at end of year		445,180	36,524	67,711		549,415
Net book value at end of previous year		456,999	42,575	67,308		566,882

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)		
Bonds	737,589	
Total quoted (as Balance Sheet)	737,589	
Market Value of Quoted Investment	737,589	
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 checked="" 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	1,568,046		1,568,046
From Investments			
Other Income (including increases by revaluation of assets)	306,002		306,002
Total Income	1,874,048		1,874,048
Expenditure (including decreases by revaluation of assets)			
Total Expenditure	1,446,561		1,446,561
Funds at beginning of year (including reserves)	1,580,594		1,580,594
Funds at end of year (including reserves)	2,008,081		2,008,081
Assets			
Fixed Assets			549,415
Investment Assets			737,589
Other Assets			921,584
		Total Assets	2,208,588
Liabilities		Total Liabilities	200,507
Net Assets (Total Assets less Total Liabilities)			2,008,081

(see notes 74 to 80)

Did the union hold any ballots in respect of industrial action during the return period?		<input type="button" value="Yes"/>
If Yes How many ballots were held: <input style="width: 50px;" type="text" value="2"/>		
For each ballot held please complete the information below:		
Ballot 1		
Number of individual who were entitled to vote in the ballot	<input style="width: 50px;" type="text" value="47"/>	
Number of votes cast in the ballot	<input style="width: 50px;" type="text" value="27"/>	
Number of Individuals answering "Yes" to the question	<input style="width: 50px;" type="text" value="17"/>	¹
Number of individuals answering "No" to the question	<input style="width: 50px;" type="text" value="10"/>	²
Number of invalid or otherwise spoiled voting papers returned	<input style="width: 50px;" type="text" value="3"/>	³
		1-3 should total "Number of votes cast"
Were the number of votes cast in the ballot at least 50% of the number of individuals who were entitled to vote in the ballot	<input type="button" value="Yes"/>	
Does section 226(2B) of the 1992 Act apply in relation to this ballot (see notes 76-80)?	<input type="button" value="No"/>	
If yes, were the number of individuals answering "Yes" to the question (or each question) at least 40% of the number of individuals who were entitled to vote in the ballot		
<input style="width: 50px;" type="text"/>		
Ballot 2		
Number of individual who were entitled to vote in the ballot	<input style="width: 50px;" type="text" value="225"/>	
Number of votes cast in the ballot	<input style="width: 50px;" type="text" value="174"/>	
Number of Individuals answering "Yes" to the question	<input style="width: 50px;" type="text" value="166"/>	¹
Number of individuals answering "No" to the question	<input style="width: 50px;" type="text" value="8"/>	²
Number of invalid or otherwise spoiled voting papers returned	<input style="width: 50px;" type="text" value="3"/>	³
		1-3 should total "Number of votes cast"
Were the number of votes cast in the ballot at least 50% of the number of individuals who were entitled to vote in the ballot	<input type="button" value="Yes"/>	
Does section 226(2B) of the 1992 Act apply in relation to this ballot (see notes 76-80)?	<input type="button" value="No"/>	
If yes, were the number of individuals answering "Yes" to the question (or each question) at least 40% of the number of individuals who were entitled to vote in the ballot		
<input style="width: 50px;" type="text"/>		
Ballot 3		
Number of individual who were entitled to vote in the ballot	<input style="width: 50px;" type="text"/>	
Number of votes cast in the ballot	<input style="width: 50px;" type="text"/>	
Number of Individuals answering "Yes" to the question	<input style="width: 50px;" type="text"/>	¹
Number of individuals answering "No" to the question	<input style="width: 50px;" type="text"/>	²
Number of invalid or otherwise spoiled voting papers returned	<input style="width: 50px;" type="text"/>	³
		1-3 should total "Number of votes cast"
Were the number of votes cast in the ballot at least 50% of the number of individuals who were entitled to vote in the ballot	<input style="width: 50px;" type="text"/>	
Does section 226(2B) of the 1992 Act apply in relation to this ballot (see notes 76-80)?	<input style="width: 50px;" type="text"/>	
If yes, were the number of individuals answering "Yes" to the question (or each question) at least 40% of the number of individuals who were entitled to vote in the ballot		
<input style="width: 50px;" type="text"/>		

Ballot 4

Number of individual who were entitled to vote in the ballot

Number of votes cast in the ballot

Number of Individuals answering "Yes" to the question 1

Number of individuals answering "No" to the question 2

Number of invalid or otherwise spoiled voting papers returned 3

N/A

1-3 should total "Number of votes cast"

Were the number of votes cast in the ballot at least 50% of the number of individuals who were entitled to vote in the ballot

Does section 226(2B) of the 1992 Act apply in relation to this ballot (see notes 76-80)?

If yes, were the number of individuals answering "Yes" to the question (or each question) at least 40% of the number of individuals who were entitled to vote in the ballot

Ballot 5

Number of individual who were entitled to vote in the ballot

Number of votes cast in the ballot

Number of Individuals answering "Yes" to the question 1

Number of individuals answering "No" to the question 2

Number of invalid or otherwise spoiled voting papers returned 3

1-3 should total "Number of votes cast"

Were the number of votes cast in the ballot at least 50% of the number of individuals who were entitled to vote in the ballot

Does section 226(2B) of the 1992 Act apply in relation to this ballot (see notes 76-80)?

If yes, were the number of individuals answering "Yes" to the question (or each question) at least 40% of the number of individuals who were entitled to vote in the ballot

Ballot 6

Number of individual who were entitled to vote in the ballot

Number of votes cast in the ballot

Number of Individuals answering "Yes" to the question 1

Number of individuals answering "No" to the question 2

Number of invalid or otherwise spoiled voting papers returned 3

1-3 should total "Number of votes cast"

Were the number of votes cast in the ballot at least 50% of the number of individuals who were entitled to vote in the ballot

Does section 226(2B) of the 1992 Act apply in relation to this ballot (see notes 76-80)?

If yes, were the number of individuals answering "Yes" to the question (or each question) at least 40% of the number of individuals who were entitled to vote in the ballot

Ballots and Industrial Action: If you have 6 or more entries for either of these, please complete the Excel Spreadsheet

(see note 81)

***Categories of Nature of Trade Dispute**

- A: terms and conditions of employment, or the physical conditions in which any workers require to work;
- B: engagement or non-engagement, or termination or suspension of employment or the duties of employment, of one or more workers;
- C: allocation of work or the duties of employment between workers or groups of workers;
- D: matters of discipline;
- E: a worker's membership or non-membership of a trade union;
- F: facilities for officials of trade unions;

- G: machinery for negotiation or consultation, and other procedures, relating to any of the above matters, including the recognition by employers or employers' associations of the right of a trade union to represent workers in such negotiation or consultation or in the carrying out of such procedures

Did Union members take industrial action during the return period in response to any inducement on the part of the Union? YES/NO

No

If **YES**, for each industrial action taken please complete the information below:

Industrial Action 1

1. please tick the nature of the trade dispute for which industrial action was taken using the categories* below:

A B C D E F G

2. Dates of the industrial action taken: to

3. Number of days of industrial action:

4. Nature of industrial action.

Industrial Action 2

1. please tick the nature of the trade dispute for which industrial action was taken using the categories* below:

A B C D E F G

2. Dates of the industrial action taken: to

3. Number of days of industrial action:

4. Nature of industrial action.

Industrial Action 3

1. please tick the nature of the trade dispute for which industrial action was taken using the categories* below:

A B C D E F G

2. Dates of the industrial action taken: to

3. Number of days of industrial action:

4. Nature of industrial action.

N/A



use a continuation page if necessary

Industrial Action 4

1. please tick the nature of the trade dispute for which industrial action was taken using the categories* below:

A B C D E F G

2. Dates of the industrial action taken: to

3. Number of days of industrial action:

4. Nature of industrial action.

Industrial Action 5

1. please tick the nature of the trade dispute for which industrial action was taken using the categories* below:

A B C D E F G

2. Dates of the industrial action taken: to

3. Number of days of industrial action:

4. Nature of industrial action.

Industrial Action 6

1. please tick the nature of the trade dispute for which industrial action was taken using the categories* below:

A B C D E F G

2. Dates of the industrial action taken: to

3. Number of days of industrial action:

4. Nature of industrial action.

Industrial Action 7

1. please tick the nature of the trade dispute for which industrial action was taken using the categories* below:

A B C D E F G

2. Dates of the industrial action taken: to

3. Number of days of industrial action:

4. Nature of industrial action.

Industrial Action 8

1. please tick the nature of the trade dispute for which industrial action was taken using the categories* below:

A B C D E F G

2. Dates of the industrial action taken: to

3. Number of days of industrial action:

4. Nature of industrial action.

Ballots & Industrial Action- If you have 6 or more entries for either of these, please complete the Excel Spreadsheet

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.

Refer to the enclosed financial statements

Accounting policies


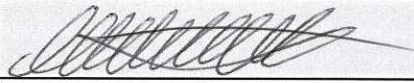
(see notes 84 and 85)

Refer to the enclosed financial statements

Signatures to the annual return

(see notes 86 & 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:		Chairman's Signature:	
			<small>(or other official whose position should be stated)</small>
Name:	ROBERT F MONKS (General Secretary)	Name:	ERIC DRINKWATER (President)
Date:	15 th MAY 2020	Date:	17-5-2020

Checklist

(see notes 88 to 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 2 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 20 and 21 and Notes 2 and 77)	Yes	<input checked="" type="checkbox"/>	No	
Is a rule book enclosed? (see Notes 8 and 88)	Yes	<input checked="" type="checkbox"/>	No	
A member statement is: (see Note 80)	Enclosed		To follow	<input checked="" type="checkbox"/>
Has the summary sheet been completed? (see Page 17 and Notes 7 and 62)	Yes	<input checked="" type="checkbox"/>	To follow	
Has the membership audit certificate been completed? (see Page i to iii and Notes 97 and 103)	Yes	<input checked="" type="checkbox"/>	No	

Checklist for auditor's report

(see notes 90 and 96)

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 related? (See section 36(1) and (2) of the 1992 Act and notes 92 and 93)

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 92)

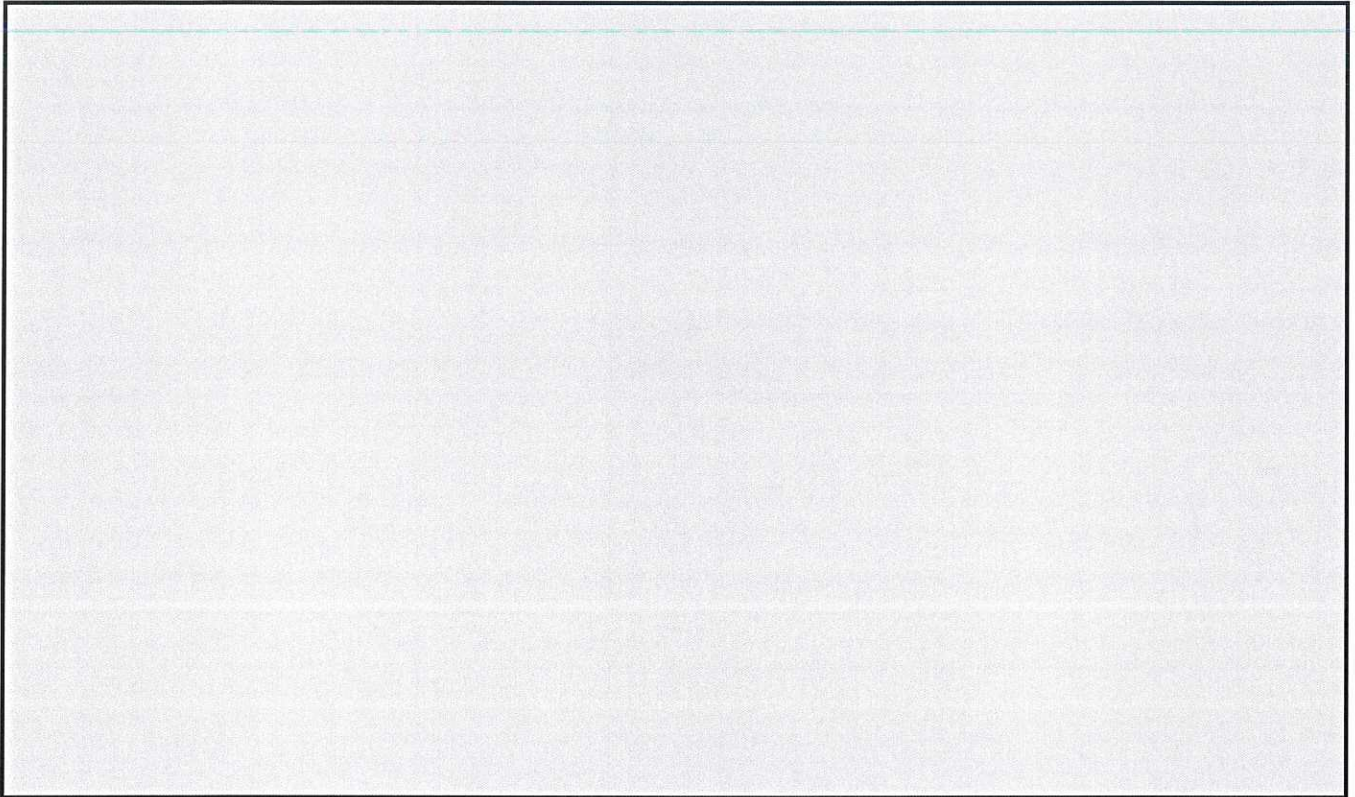
Please explain in your report overleaf or attached

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)



Signature(s) of auditor or auditors:

Booth Ainsworth Audit Services

Name(s):

Booth Ainsworth Audit Services

Profession(s) or Calling(s):

Statutory Auditor

Address(es):

Alpha House

Greek Street

Stockport

Cheshire

Postcode

SK3 8AB

Date

26 MAY 2020

Contact name for inquiries and telephone number:

Don Bancroft - 0161 474 0200

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

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?

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

N/A

- 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)

N/A	
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

If "No" Please explain below:

Signature	
Name	ROBERT F MONKS
Office held	GENERAL SECRETARY
Date	15 th MAY 2020

UNITED ROAD TRANSPORT UNION
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2019

UNITED ROAD TRANSPORT UNION

UNION INFORMATION

President	E Drinkwater
National Executive Committee	R Bellamy - resigned 28 September 2019 J Chittock M Rushby T McEvoy
General Secretary	R F Monks
Trustees	N Brown - resigned 9 February 2019 C Carter - appointed 28 September 2019 P Roe
Head Office	Almond House, Oak Green Stanley Green Business Park Cheadle Hulme SK8 6QL
Auditor	Booth Ainsworth Audit Services Alpha House 4 Greek Street Stockport Cheshire SK3 8AB
Business address	Almond House, Oak Green Stanley Green Business Park Cheadle Hulme SK8 6QL
Bankers	Royal Bank of Scotland 464 Wilbraham Road Chorlton-cum-Hardy Manchester M21 1AP Unity Trust Bank Four Brindleyplace Birmingham B1 2JB

UNITED ROAD TRANSPORT UNION

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Statement of changes in equity	8
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UNITED ROAD TRANSPORT UNION

REPORT OF THE GENERAL SECRETARY

FOR THE YEAR ENDED 31 DECEMBER 2019

Throughout my time as General Secretary of our Union, I have regularly highlighted the themes of 'pragmatism' and 'prudence' when delivering the financial 'Report of the General Secretary'. These twin themes have enabled our Union to consistently record an annual surplus and to build a strong 'Balance Sheet', year on year.

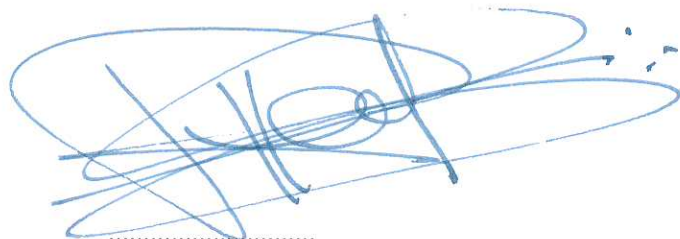
The year ended 31 December 2019 saw heartening financial results, which again vindicate the policies of 'pragmatism' and 'prudence'. Our Union recorded a surplus of £427,487 for the year. Our Union's 'Net Funds', as represented in its 'Statement of Financial Position' (or 'Balance Sheet'), increased to £2,008,081.

As Treasurer of our Union, I applaud these outstanding results, both as vindication of my Financial Stewardship of our Union and as a positive affirmation of our Union's underlying financial strength. However, it is also my duty as Treasurer to ensure that our Union does not become complacent. It is important to look forward, as I always have done, to preserve our Union's current financial strength for the benefit of present and future members. Our Union's 'Balance Sheet' is a yardstick of both our current and future financial stability. It is a measure of 'where we stand' at each year end and 'how well we are placed for the future'. Our Union's healthy 'Balance Sheet' at 31 December 2019, underpinned as it is by 'pragmatism' and 'prudence', enables us to look after our Members and to be able to weather economic and other storms in the years ahead.

Members of our Union will be in no doubt that challenging times lie ahead. At the time of writing, the world is battling the 'Coronavirus' pandemic. In addition, the United Kingdom appears to have finally left the 'European Union'. As a consequence of these seismic events, the economic environment in which all UK organisations operate in the near future will undoubtedly be extremely demanding. Financially strong organisations such as our Union will be well placed to face the challenges ahead.

Of course financial strength alone will not determine our Union's ability to respond to the challenges ahead. We must remain flexible and vigilant, in seizing all opportunities. There are indeed many opportunities for our Union. In difficult and uncertain times, membership of a Trades Union is increasingly a valuable asset for any individual to possess. There will be more demands on employees than ever before. Companies will compromise on standards and best practice in their desire to regain profitability, 'efficiency' and market position. Increasingly large numbers of people will continue to be employed on short term contracts in the 'gig economy', on 'zero-hour contracts', and as Agency workers, many of which offer scant employee protection. Within this environment, Union membership in my opinion is not a luxury, it is 'a necessity'. This is a message that we must all play our part in promoting.

If we can all work together to raise the profile of our Union, actively seeking to recruit members, the momentum of increased membership will naturally follow. This will result in enhanced financial stability, which will enable our Union to confidently face the challenges which lie ahead and continue to be independent for many years to come.



.....
R F Monks

General Secretary

14 MAY 2020

UNITED ROAD TRANSPORT UNION

NATIONAL EXECUTIVE COMMITTEE'S REPORT FOR THE YEAR ENDED 31 DECEMBER 2019

The National Executive Committee presents its annual report and financial statements for the year ended 31 December 2019.

Principal activities and review of operations

The principal activities of United Road Transport Union ("the Union") during the year were trade union activities.

The Union's members follow the occupation of road transport and distribution workers. The Union is registered under, and complies with, the requirements of the Trade Union and Labour Relations (Consolidation) Act 1992, as amended by the Employment Relations Act 1999.

National Executive Committee

The National Executive Committee members who held office during the year and up to the date of signature of the financial statements were as follows:

R Bellamy - resigned 28 September 2019
J Chittock
M Rushby
T McEvoy

President

E Drinkwater

Results

The surplus for the year, after taxation, amounted to £202,487 (2018: deficit £149,936).

Auditor

A resolution proposing that Booth Ainsworth Audit Services be reappointed as auditor will be put at a meeting of the National Executive Committee.

Disclosure of information to auditor

Each of the persons who are National Executive Committee members at the time when this National Executive Committee's Report is approved have confirmed that:

- so far as that National Executive Committee member is aware, there is no relevant audit information of which the Union's auditor is unaware, and
- the National Executive Committee member has taken all the steps that ought to have been taken as a National Executive Committee member in order to be aware of any relevant audit information and to establish that the Union's auditor is aware of that information.

Charitable donations

During the year the Union made charitable donations totalling £740 (2018 £876).

This report was approved by the National Executive Committee on 10th MAY 2020 and signed on its behalf on 14th MAY 2020


R F Monks
General Secretary

Date: 14th MAY 2020

UNITED ROAD TRANSPORT UNION

NATIONAL EXECUTIVE COMMITTEE'S RESPONSIBILITIES STATEMENT

FOR THE YEAR ENDED 31 DECEMBER 2019

The members of the National Executive Committee are responsible for preparing the National Executive Committee's report and the financial statements in accordance with applicable law and regulations.

The Trade Union and Labour Relations (Consolidation) Act 1992 requires the members of the National Executive Committee to prepare financial statements for each financial year that give a true and fair view. Under that law the members have elected to prepare financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom accounting standards and applicable law). Under that law the members must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Union and of the surplus or deficit of the Union for that period.

In preparing these financial statements the members are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and accounting estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Union will continue in business.

The members of the National Executive Committee are responsible for keeping adequate accounting records that are sufficient to show and explain the Union's transactions, to disclose with reasonable accuracy at any time the financial position of the Union and to enable them to ensure that the financial statements comply with the Trade Union and Labour Relations (Consolidation) Act 1992. They are also responsible for safeguarding the assets of the Union and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

UNITED ROAD TRANSPORT UNION

INDEPENDENT AUDITOR'S REPORT

TO THE MEMBERS OF UNITED ROAD TRANSPORT UNION

Opinion

We have audited the financial statements of United Road Transport Union (the 'Union') for the year ended 31 December 2019 which comprise the statement of comprehensive income, the statement of financial position, the statement of changes in equity 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 2019 and of its transactions 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 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 other 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 opinion.

Conclusions relating to going concern

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

- the National Executive Committee's use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the National Executive Committee 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 National Executive Committee is responsible for the other information. The other information comprises the information included in the annual report, 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.

UNITED ROAD TRANSPORT UNION
INDEPENDENT AUDITOR'S REPORT (CONTINUED)
TO THE MEMBERS OF UNITED ROAD TRANSPORT UNION

Matters on which we are required to report by exception

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

- proper accounting records have not been kept;
- a satisfactory system of control over its accounting records, cash holdings and receipts and remittances has not been maintained; or
- the financial statements to which this report relates do not agree with the accounting records and returns.

Responsibilities of the National Executive Committee

As explained more fully in the National Executive Committee's responsibilities statement, the National Executive Committee 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 National Executive Committee determine 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 National Executive Committee 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 National Executive Committee either intends to liquidate the Union or to cease operations, or have no realistic alternative but to do so.

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.

We have been appointed auditor under section 33 of the Trade Union and Labour Relations (Consolidation) Act 1992 and report in accordance with section 36 of that Act.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: <http://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, 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.



Don Bancroft (Senior Statutory Auditor)
for and on behalf of Booth Ainsworth Audit Services

14/5/2020

Statutory Auditor

Alpha House
4 Greek Street
Stockport
Cheshire
SK3 8AB

UNITED ROAD TRANSPORT UNION
STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDED 31 DECEMBER 2019

	Notes	2019 £	2018 £
Contributions	3	1,580,796	1,622,602
Benefits and grants payable to members		(254,722)	(591,884)
Gross surplus		1,326,074	1,030,718
Personnel costs		(719,557)	(682,682)
Administrative costs		(470,842)	(471,092)
Operating surplus / (deficit)	4	135,675	(123,056)
Revaluation of fixed asset investments		57,610	(28,120)
Other interest receivable and similar income		9,202	240
Other financial cost		-	1,000
Surplus / (deficit) before taxation		202,487	(149,936)
Tax on surplus / (deficit)		-	-
Surplus / (deficit) for the financial year		202,487	(149,936)
Other comprehensive income			
Actuarial gain on defined benefit pension schemes		225,000	79,000
Total comprehensive income for the year		427,487	(70,936)

UNITED ROAD TRANSPORT UNION

STATEMENT OF FINANCIAL POSITION

AS AT 31 DECEMBER 2019

	Notes	2019		2018	
		£	£	£	£
Fixed assets					
Tangible assets	6		549,415		566,882
Investments	7		737,589		688,827
			<u>1,287,004</u>		<u>1,255,709</u>
Current assets					
Debtors	8	166,727		181,388	
Cash at bank and in hand		89,857		87,222	
		<u>256,584</u>		<u>268,610</u>	
Creditors: amounts falling due within one year	9	<u>(200,507)</u>		<u>(285,725)</u>	
Net current assets/(liabilities)			<u>56,077</u>		<u>(17,115)</u>
Total assets less current liabilities			<u>1,343,081</u>		<u>1,238,594</u>
Net assets excluding pension surplus			<u>1,343,081</u>		<u>1,238,594</u>
Defined benefit pension surplus	10		<u>665,000</u>		<u>342,000</u>
Net assets			<u><u>2,008,081</u></u>		<u><u>1,580,594</u></u>
Net funds					
Income and expenditure account			<u><u>2,008,081</u></u>		<u><u>1,580,594</u></u>

The financial statements were approved and authorised for issue by the National Executive Committee on 10th MAY 2020, and signed on its behalf on 14th MAY 2020



R F Monks
General Secretary

UNITED ROAD TRANSPORT UNION

STATEMENT OF CHANGES IN EQUITY

FOR THE YEAR ENDED 31 DECEMBER 2019

	Income and expenditure account £	Total members' funds £
Balance at 1 January 2018	1,651,530	1,651,530
Year ended 31 December 2018:		
Deficit for the year	(149,936)	(149,936)
Other comprehensive income:		
Actuarial losses on defined benefit plans	79,000	79,000
Total comprehensive income for the year	(70,936)	(70,936)
Balance at 31 December 2018	1,580,594	1,580,594
Year ended 31 December 2019:		
Surplus for the year	202,487	202,487
Other comprehensive income:		
Actuarial gains on defined benefit plans	225,000	225,000
Total comprehensive income for the year	427,487	427,487
Balance at 31 December 2019	2,008,081	2,008,081

UNITED ROAD TRANSPORT UNION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

1 Accounting policies

Union information

United Road Transport Union is a Trade Union. The registered office is Almond House, Oak Green, Stanley Green Business Park, Cheadle Hulme, SK8 6QL.

1.1 Accounting convention

These financial statements have been prepared in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") Section 1A.

The financial statements are prepared in sterling, which is the functional currency of the Union. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the valuation of fixed asset investments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

The National Executive Committee has considered the forecast income and expenditure of the Union, and has noted the positive steps which have already been taken by the Union to ensure that operations continue as normal throughout the Coronavirus ('Covid-19') pandemic. The Union's members are playing a significant role in the nation's response to 'Covid-19' and this is expected to have a positive effect on the Union's operations. Although, at the date of approval of the financial statements the full impact of 'Covid-19' is uncertain, the National Executive Committee has reasonable expectations that the Union's income and expenditure will continue at current levels for the foreseeable future, and that the Union will continue to have sufficient resources to fund normal operations. Accordingly, the Financial Statements continue to be prepared on the going concern basis.

1.3 Income

Contributions from members are recognised at the fair value of the consideration received or receivable in the normal course of business.

1.4 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Long term leasehold property	2% straight line
Furniture, fittings and equipment	33.3% reducing balance
Computer equipment	20% straight line
Motor vehicles	25% straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is credited or charged to the Statement of Comprehensive Income.

1.5 Fixed asset investments

Investments in registered funds are re-measured to fair value at each Statement of Financial Position date. Gains and losses on re-measurement are recognised in the surplus or deficit for the year.

UNITED ROAD TRANSPORT UNION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

1 Accounting policies (Continued)

1.6 Impairment of fixed assets

At each reporting period end date, the Union reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any). Where it is not possible to estimate the recoverable amount of an individual asset, the Union estimates the recoverable amount of the cash-generating unit to which the asset belongs.

1.7 Cash at bank and in hand

Cash at bank and in hand are basic financial assets and include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less.

1.8 Financial instruments

The Union has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Union's statement of financial position when the Union becomes party to the contractual provisions of the instrument.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are measured at transaction price, less any impairment. Financial assets classified as receivable within one year are not amortised.

Classification of financial liabilities

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the Union after deducting all of its liabilities.

Basic financial liabilities

Basic financial liabilities, including creditors, are recognised at transaction price. Financial liabilities classified as payable within one year are not amortised.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost.

Changes in the fair value of derivatives that are designated and qualify as fair value hedges are recognised in profit or loss immediately, together with any changes in the fair value of the hedged asset or liability that are attributable to the hedged risk.

1.9 Employee benefits

The costs of short-term employee benefits are recognised as a liability and an expense, unless those costs are required to be recognised as part of the cost of stock or fixed assets.

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the company is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

UNITED ROAD TRANSPORT UNION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

1 Accounting policies

(Continued)

1.10 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

The cost of providing benefits under defined benefit plans is determined separately for each plan using the projected unit credit method, and is based on actuarial advice.

The change in the net defined benefit liability arising from employee service during the year is recognised as an employee cost. The cost of plan introductions, benefit changes, settlements and curtailments are recognised as an expense in measuring the surplus or deficit in the period in which they arise.

The net interest element is determined by multiplying the net defined benefit liability by the discount rate, taking into account any changes in the net defined benefit liability during the period as a result of contribution and benefit payments. The net interest is recognised in the surplus or deficit as other finance revenue or cost.

Remeasurement changes comprise actuarial gains and losses, the effect of the asset ceiling and the return on the net defined benefit liability excluding amounts included in net interest. These are recognised immediately in other comprehensive income in the period in which they occur and are not reclassified to the surplus or deficit in subsequent periods.

The net defined benefit pension asset or liability in the statement of financial position comprises the total for each plan of the present value of the defined benefit obligation (using a discount rate based on high quality corporate bonds), less the fair value of plan assets out of which the obligations are to be settled directly. Fair value is based on market price information, and in the case of quoted securities is the published bid price. The value of a net pension benefit asset is limited to the amount that may be recovered either through reduced contributions or agreed refunds from the scheme.

The Union provides benefits under two defined benefit plans.

The pension charge for the two schemes is based on a full actuarial valuation dated 6 April 2018 for the United Road Transport Union Pension Scheme ("the Scottish Widows Scheme") and 1 June 2017 for the United Road Transport Union 1978 Retirement and Death Benefits Scheme ("the Aviva Scheme").

UNITED ROAD TRANSPORT UNION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

2 Judgements and key sources of estimation uncertainty

In preparing these financial statements, the National Executive Committee has had to make judgments on the valuation of investments.

Critical judgements

The following judgements (apart from those involving estimates) have had the most significant effect on amounts recognised in the financial statements.

Tangible fixed assets

Tangible fixed assets are depreciated over their useful lives, taking into account residual values, where appropriate. The actual lives of the assets and residual values are assessed annually and may vary depending on the number of factors. Residual value assessments consider issues such as future market conditions, the remaining life and projected disposal values.

Investments

The most critical assumptions and judgments relate to the determination of the carrying value of investments at fair value through the Statement of Comprehensive Income. The Union follows the International Private Equity and Venture Capital Valuation Guidelines, applying the overriding concept that fair value is the amount for which an asset can be exchanged between knowledgeable willing parties in an arm's length transaction. The nature, facts and circumstances of the investment drives the valuation methodology.

3 Revenue

	2019	2018
	£	£
Analysis of revenue		
Members' contributions	1,568,046	1,606,727
Other income	12,750	15,875
	<u>1,580,796</u>	<u>1,622,602</u>

4 Operating surplus / (deficit)

	2019	2018
	£	£
Operating surplus / (deficit) for the year is stated after charging:		
Depreciation of tangible fixed assets	48,691	56,514
Fees payable to the Union's auditor for the audit of the Union's financial statements	9,000	9,000
	<u> </u>	<u> </u>

UNITED ROAD TRANSPORT UNION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2019

5 Employees

The average monthly number of persons employed by the Union during the year was 12 (2018 - 13).

	2019 Number	2018 Number
Administration	6	6
Regional and National Officers	6	7
	<u>12</u>	<u>13</u>

Their aggregate remuneration comprised:

	2019 £	2018 £
Wages and salaries	524,212	497,200
Social security costs	55,843	49,873
Pension costs	139,502	135,609
	<u>719,557</u>	<u>682,682</u>

6 Tangible fixed assets

	Long term leasehold property £	Furniture, fittings and equipment £	Motor vehicles £	Total £
Cost				
At 1 January 2019	590,948	202,544	168,480	961,972
Additions	-	9,202	27,011	36,213
Disposals	-	(102,215)	(74,288)	(176,503)
At 31 December 2019	<u>590,948</u>	<u>109,531</u>	<u>121,203</u>	<u>821,682</u>
Depreciation and impairment				
At 1 January 2019	133,949	159,969	101,172	395,090
Depreciation charged in the year	11,819	13,969	22,903	48,691
Eliminated in respect of disposals	-	(100,931)	(70,583)	(171,514)
At 31 December 2019	<u>145,768</u>	<u>73,007</u>	<u>53,492</u>	<u>272,267</u>
Carrying amount				
At 31 December 2019	<u>445,180</u>	<u>36,524</u>	<u>67,711</u>	<u>549,415</u>
At 31 December 2018	<u>456,999</u>	<u>42,575</u>	<u>67,308</u>	<u>566,882</u>

UNITED ROAD TRANSPORT UNION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2019

7 Fixed asset investments

	2019 £	2018 £
Listed investments	737,589	688,827

Movements in fixed asset investments

	Listed investments £
Cost or valuation	
At 1 January 2019	688,827
Valuation changes	57,610
Charges	(4,887)
Disposals	(3,961)
At 31 December 2019	737,589
Carrying amount	
At 31 December 2019	737,589
At 31 December 2018	688,827

8 Debtors

	2019 £	2018 £
Amounts falling due within one year:		
Trade debtors	44,133	47,053
Members' contributions in arrears	38,988	35,558
Other debtors	19,724	39,544
Prepayments and accrued income	63,882	59,233
	166,727	181,388

Included in the above are other debtors of £nil (2018 £10,590) which are due after more than 1 year.

9 Creditors: amounts falling due within one year

	2019 £	2018 £
Trade creditors	25,036	33,379
Other taxation and social security	21,267	18,524
Members' contributions in advance	72,304	71,454
Accruals and deferred income	81,900	162,368
	200,507	285,725

UNITED ROAD TRANSPORT UNION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

10 Retirement benefit schemes

	2019	2018
	£	£
Defined contribution schemes		
Charge to profit or loss in respect of defined contribution schemes	24,279	20,762

The Union operates defined contribution pension schemes for all qualifying employees. The assets of the schemes are held separately from those of the company in independently administered funds.

Defined benefit schemes

The Union operates two defined benefit schemes for qualifying employees. The figures shown are for both Schemes combined. Under the schemes the employees are entitled to retirement benefits linked to members' final pensionable salaries and service at their retirement (or date of leaving if earlier).

The most recent actuarial valuations of assets and the present value of the defined benefit obligations were carried out at 28 February 2020 by the Actuary. The present value of the defined benefit obligation, the related current service cost and past service cost were measured using the projected unit credit method.

	2019	2018
	%	%
<i>Key assumptions</i>		
Discount rate	2.30	2.30
Expected rate of increase of pensions in payment	2.90	2.90
Expected rate of salary increases	2.90	2.90
Retail price inflation	2.90	2.90
Consumer price index	1.90	1.90
Revaluation of deferred pensions in excess of GMP	2.90	2.90

Mortality assumptions

The assumption for mortality (pre-retirement) is AMC00/AFC00 (2018: AMC00/AFC00) and mortality (post-retirement) is PMA08 CMI 2017 [2.00%] & PFA08 CMI 2017 [1.50%] (2018: PMA08 CMI 2017 [2.00%] & PFA08 CMI 2017 [1.50%]).

	2019	2018
	£	£
<i>Amounts recognised in the Statement of Comprehensive Income</i>		
Current service cost	106,000	105,000
Net interest on defined benefit (asset) / liability	(9,000)	(1,000)
Administration expenses	20,000	20,000
Total costs	117,000	124,000

UNITED ROAD TRANSPORT UNION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2019

10 Retirement benefit schemes	(Continued)	
	2019	2018
	£	£
<i>Amounts taken to other comprehensive income</i>		
Actual return on scheme assets	(997,000)	(245,000)
Less: calculated interest element	167,000	160,000
Return on scheme assets excluding interest income	(830,000)	(85,000)
Actuarial changes related to obligations	605,000	6,000
Total (income)/costs	<u>(225,000)</u>	<u>(79,000)</u>

The amounts included in the balance sheet arising from the Union's obligations in respect of defined benefit plans are as follows:

	2019	2018
	£	£
Present value of defined benefit obligations	7,428,000	7,068,000
Fair value of plan assets	(8,093,000)	(7,410,000)
Surplus in scheme	<u>(665,000)</u>	<u>(342,000)</u>

The most recent formal actuarial valuations were carried as at 6 April 2018 for the United Road Transport Union Pension Scheme ("the Scottish Widows Scheme"), and 1 June 2017 for the United Road Transport Union 1978 Retirement and Death Benefits Scheme ("the Aviva Scheme").

In respect of the Aviva Scheme, the formal actuarial valuation revealed a funding shortfall of £309,000. The Union agreed to pay:

- Annual contributions of 31.4% of members' pensionable contributions of 0.6%, plus £4,215 each month from August 2018 up to (and including) August 2023, to meet the cost of future service accrual;
- £1,000 per month towards administration expenses; and
- £150,000 by 31 May 2019 and a further £150,000 by 31 May 2020 towards the deficit in the Scheme.

In respect of the Scottish Widows Scheme, the formal actuarial valuation revealed a surplus of £337,000.

The Union agreed to pay annual contributions of 31.7% per annum of members' pensionable salaries less active members' contributions of 1.7%.

The Union expects to pay £425,000 to the Schemes during the accounting year beginning 1 January 2020.

At 31 December 2019, the aggregated surplus in the Schemes consists of a deficit of £218,000 (2018 surplus £76,000) in the Scottish Widows Scheme and a surplus of £883,000 (2018 £266,000) in the Aviva Scheme.

UNITED ROAD TRANSPORT UNION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2019

10 Retirement benefit schemes

(Continued)

	2019 £
<i>Movements in the present value of defined benefit obligations</i>	
Liabilities at 1 January 2019	7,068,000
Current service cost	106,000
Benefits paid	(511,000)
Contributions from scheme members	2,000
Actuarial losses	605,000
Interest cost	158,000
At 31 December 2019	<u>7,428,000</u>

	2019 £
<i>Movements in the fair value of plan assets</i>	
Fair value of assets at 1 January 2019	7,410,000
Interest income	167,000
Return on plan assets (excluding amounts included in net interest)	830,000
Benefits paid	(511,000)
Contributions by the employer	215,000
Contributions by scheme members	2,000
Administration expenses	(20,000)
At 31 December 2019	<u>8,093,000</u>

	2019 £	2018 £
<i>Fair value of plan assets at the reporting period end</i>		
Equity instruments	1,488,000	1,379,000
Property	266,000	325,000
Bonds	1,981,000	1,804,000
Gilts	546,000	588,000
Cash	39,000	27,000
Annuities	3,773,000	3,287,000
	<u>8,093,000</u>	<u>7,410,000</u>

UNITED ROAD TRANSPORT UNION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

11 Non-adjusting post balance sheet event - 'Covid-19'

Subsequent to the year end, the United Kingdom has, in common with other countries, been adversely affected by the Coronavirus pandemic ('Covid-19'). Measures have been taken by the UK Government to protect Public Health, which include restrictions on businesses and on individuals' freedom of movement. These restrictions have had, and will continue to have, a direct effect on the national and global economies.

The outbreak of the pandemic is considered a non-adjusting post balance sheet event and carrying values of assets and liabilities reflect conditions at the balance sheet date.

However, some of the Union's assets are linked to the broader UK and global economies, particularly the Fixed Asset Investment portfolio and the surplus in the Defined Benefit Pension Schemes. Subsequent to the year end, the Union realised some of its Fixed Asset investments before the restrictions were enforced, and a further realisation took place shortly after the restrictions were announced. The realisations were achieved without weakening the Union's asset base. The effect on the Defined Benefit Pension Schemes' surplus will be determined by future actuarial reviews, in keeping with normal practice.

The National Executive Committee confirms that no adjustments are required to be made within these Financial Statements as a result of 'Covid-19' but post year end, carrying values of assets will reflect different market conditions.

UNITED ROAD TRANSPORT UNION

DETAILED INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2019

		2019		2018
	£	£	£	£
Income				
Members' contributions		1,568,046		1,606,727
Other income		12,750		15,875
		<u>1,580,796</u>		<u>1,622,602</u>
Benefits and grants payable to members				
Legal and medical fees	177,320		516,023	
Sickness and accident	34,499		38,039	
Legal helpline	15,600		15,600	
Death	18,000		12,750	
Benevolent	6,251		6,872	
Dental	1,802		1,600	
Honorary member scheme	1,250		1,000	
		<u>(254,722)</u>		<u>(591,884)</u>
Gross surplus		<u>1,326,074</u>		<u>1,030,718</u>
Personnel costs	719,557		682,682	
Establishment costs	45,342		47,140	
Administrative costs	425,500		423,952	
		<u>(1,190,399)</u>		<u>(1,153,774)</u>
Operating surplus / (deficit)		<u>135,675</u>		<u>(123,056)</u>
Investment revenues				
Interest receivable and similar income	202		240	
Other finance income / (cost)	9,000		1,000	
Revaluation of fixed asset investments	57,610		(28,120)	
		<u>66,812</u>		<u>(26,880)</u>
Surplus / (deficit) on ordinary activities		<u><u>202,487</u></u>		<u><u>(149,936)</u></u>

UNITED ROAD TRANSPORT UNION

SCHEDULE OF PERSONNEL, ESTABLISHMENT AND ADMINISTRATIVE COSTS FOR THE YEAR ENDED 31 DECEMBER 2019

	2019 £	2018 £
Personnel costs		
Office staff salaries	118,332	113,551
Officers' salaries	418,928	392,526
Marketing salaries	42,795	40,996
Other pension contributions	139,502	135,609
	<u>719,557</u>	<u>682,682</u>
	2019 £	2018 £
Establishment costs		
Rates	12,789	14,051
Cleaning	3,157	2,488
Light and heat	2,981	5,380
Insurance	9,222	8,494
Repairs and maintenance	5,374	4,908
Depreciation - long term leasehold property	11,819	11,819
	<u>45,342</u>	<u>47,140</u>

UNITED ROAD TRANSPORT UNION

SCHEDULE OF PERSONNEL, ESTABLISHMENT AND ADMINISTRATIVE COSTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

	2019 £	2018 £
Administrative costs		
Operating costs - diaries and membership cards	15,053	1,884
Operating costs - officers' expenses	20,933	22,586
Operating costs - officers' motor expenses	46,001	54,636
Operating costs - printing, postage and stationery	19,561	24,029
Operating cost - profit on disposal of tangible fixed assets and fixed asset investments	(1,440)	(37,581)
Operating costs - telephone and fax	4,611	5,370
Operating costs - training	19,378	22,638
Head office - affiliation fees	30,173	38,307
Head office - auditor's remuneration - non-audit	10,500	7,500
Head office - auditor's remuneration	9,000	9,000
Head office - bank charges	13,505	14,211
Head office - computer services	32,287	42,420
Head office - legal and professional	37,689	36,606
Head office - office telephone and fax	4,712	4,917
Head office - publications and directories	8,507	9,788
Head office - subscriptions	1,658	2,041
Head office - sundry expenses	4,249	8,582
Marketing - marketing expenses	447	499
Marketing - production cost of publications	61,817	63,873
Marketing - promotional costs	4,356	1,924
Governance - National Executive Committee expenses	18,887	17,679
Governance - delegates' expenses	8,876	6,348
Depreciation - vehicles, furniture, fittings and equipment	36,872	44,695
Branch expenses	20,247	20,594
Recoverable VAT	(2,379)	1,406
	<u>425,500</u>	<u>423,952</u>

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