

Form AR21

Trade Union and Labour Relations (Consolidation) Act 1992

Annual Return for a Trade Union

Name of Trade Union:	The Writers Guild of Great Britain				
Year ended:	31 December 2019				
List no:	418T				
Head or Main Office address:	First Floor				
	134 Tooley Street				
	London				
Postcode	SE1 2TU				
Website address (if available)	www.writersguild.org.uk				
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:	Ms Eleanor Peers				
Telephone Number:	020 7833 0777				
Contact name for queries regarding the completion of this return	Mehboob Chagpar				
Telephone Number:	01250 870718				
E-mail:	mehboob@gillespiesca.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 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	1,253	15	4	47	1,319
Female	1,018	7	3	33	1,061
Other	61	1	1	3	66
Total	2,332	23	8	83	A 2,446

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

2,446

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

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
President	Ms Olivia Hetreed	Ms Sandy Toksvig	24.06.2019
Chair	Ms Gail Rennard	Ms Lisa Holsworth	24.06.2019
Deputy Chair	Ms Lisa Holsworth	Mr Tim Stimpson	24.06.2019

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:

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	
Awards Income	43,850
Other Income	349
SSVC Donations	5,600
Total other sources	49,799
Total of all other income	49,799

Analysis of benefit expenditure shown at the General Fund

(see notes 21 to 23)

			£
Representation – Employment Related Issues		brought forward	37,469
		Advisory Services	
Representation – Non Employment Related Issues		Other Cash Payments	
Legal & Professional Fees	18,774		
		Education and Training services	
		Communications	10,510
		Guild Award Expenses	47,521
Communications			
Postage & Telephone	3,309		
Meeting Expenses	15,386		
		Negotiated Discount Services	
Dispute Benefits			
		Other Benefits and Grants (specify)	
carried forward	37,469	Total (should agree with figure in General Fund)	95,500

(See notes 21 and 23)

Fund 2		Fund Account	
Name:	WELFARE FUND	£	£
Income	From members		38
	Investment income (as at page 12)		
	Other income (specify)		
	Total other income as specified		
	Total Income		38
	Interfund Transfers IN		
Expenditure	Benefits to members		2,811
	Administrative expenses and other expenditure (as at page 10)		
		Total Expenditure	
	Interfund Transfers OUT		
	Surplus (Deficit) for the year		-2,773
	Amount of fund at beginning of year		48,372
	Amount of fund at the end of year (as Balance Sheet)		45,599
	Number of members contributing at end of year		

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		

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		

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	
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	

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	£

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		295,108
Salaries and Wages included in above	295,108	
Auditors' fees		11,280
Legal and Professional fees		3,589
Occupancy costs		57,402
Stationery, printing, postage, telephone, etc.		1,374
Expenses of Executive Committee (Head Office)		
Expenses of conferences		6,920
Other administrative expenses (specify)		
Membership Systems		15,339
Computer support		4,593
Sundry		2,891
Events		9,923
Other Outgoings		
Bank Charges and Interest		452
Depreciation		158
Outgoings on land and buildings (specify)		
Other outgoings (specify)		
tretert		
	Total	409,029
Charged to:	General Fund (Page 3)	409,029
	WELFARE FUND	
	Total	409,029

Analysis of investment income

(see notes 47 and 48)

	Political Fund £		Other Fund(s) £
Rent from land and buildings			
Dividends (gross) from:			
Equities (e.g. shares)			
Interest (gross) from:			
Government securities (Gilts)			
Mortgages			
Local Authority Bonds			
Bank and Building Societies			1,202
Other investment income (specify)			
			1,202
Total investment income			1,202
Credited to:			
		General Fund (Page 3)	1,202
		WELFARE FUND	
		Political Fund	
Total Investment Funds			1,202

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			51,734			51,734
Additions						
Disposals						
Revaluation/Transfers						
At end of year			51,734			51,734
Accumulated Depreciation						
At start of year			51,106			51,106
Charges for year			158			158
Disposals						
Revaluation/Transfers						
At end of year			51,264			51,264
Net book value at end of year						
Net book value at end of year			470			470
Net book value at end of previous year						
Net book value at end of previous year			628			628

Analysis of investments

(see notes 58 and 59)

Quoted	All Funds Except Political Funds £	Political Fund £
Equities (e.g. Shares)		
Government Securities (Gilts)		
Other quoted securities (to be specified)		
Total quoted (as Balance Sheet) Market Value of Quoted Investment		
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		

Summary sheet

(see notes 62 to 73)

	All funds except Political Funds	Political Funds £	Total Funds £
Income			
From Members	523,126		523,126
From Investments	1,202		1,202
Other Income (including increases by revaluation of assets)	49,799		49,799
Total Income	574,127		574,127
Expenditure (including decreases by revaluation of assets)			
Total Expenditure	531,677		531,677
Funds at beginning of year (including reserves)	627,844		627,844
Funds at end of year (including reserves)	670,294		670,294
Assets			
Fixed Assets			470
Investment Assets			
Other Assets			796,223
		Total Assets	796,693
Liabilities		Total Liabilities	126,399
Net Assets (Total Assets less Total Liabilities)			670,294

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.

Accounting Convention

The financial statements are prepared under the historical cost convention and in accordance with the FRS 102 Section 1A Small Entities. The Financial Reporting Standard applicable in the UK and Republic of Ireland and Companies Act 2006.

Subscriptions

Subscriptions are accounted for on receipt basis.

Donations

Donations to the Guild are accounted for when received.

Depreciation

Depreciation is provided on all tangible fixed assets at rates estimated to write off the cost, less estimated residual value, of each asset over its expected useful life as follows:

Office Equipment 25% on written down value

Computer Equipment 25% on written down value

Operating Leases

Rental payments in respect of operating leases are charged to the income and expenditure account.

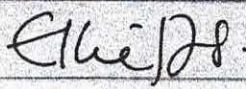

Accounting policies

(see notes 84 and 85)

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:	
			(or other official whose position should be stated)
Name:	Ellie Peers	Name:	Lisa Holdsworth
Date:	19/5/20 19/5/20	Date:	19.5.20

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	<input checked="" type="checkbox"/>	To follow	
Has the summary sheet been completed? (see Page 17 and Notes 7 and 62)	Yes	<input checked="" type="checkbox"/>	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	

REPORT OF THE INDEPENDENT AUDITORS
TO THE MEMBERS OF
THE WRITERS' GUILD OF GREAT BRITAIN

We have audited the financial statements of the Writers' Guild of Great Britain for the year ended 31 December 2019, set out on pages 3 to 14. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the Guild's members, as a body. Our audit work has been undertaken so that we might state to the Guild'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 Guild and the Guild's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of the Union's National Executive Council and auditors

As explained more fully in the Statement of Responsibilities of the Guild's Executive Council on page 3, the National Executive Council is responsible for the preparation of financial statements which give a true and fair view. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the Guild's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the Guild's Executive Council; and the overall presentation of the financial statements.

Opinion on financial statements

In our opinion the financial statements give a true and fair view of the state of the Guild's affairs as at 31 December 2019 and of its income and expenditure for the year then ended.

Matters on which we are required to report by exception

We are required by the Trade Union and Labour Relations (Consolidation) Act 1992 (Amended) to report to you by exception in respect of the following matters if, in our opinion:

- A satisfactory system of control over transactions has not been maintained.
- The Guild has not kept proper accounting records.
- The financial statements are not in agreement with the books of account.
- We have not received all the information and explanations we need for our audit.

We have nothing to report to you in respect of the above matters.



Alexander Gillespie
Senior Statutory Auditor
Gillespie Inverarity & Co. Ltd
Chartered Accountants and Registered Auditors
33 Leslie Street
Blairgowrie
Perthshire
PH10 6AW

Dated:

22/5/20

Auditor's report (continued)

[Empty space for auditor's report content]

Signature(s) of auditor or auditors:

a. Gillespie

[Empty box]

Name(s):

Gillespie Inverarity & o

[Empty box]

Profession(s) or Calling(s):

Chartered Accountants

[Empty box]

Address(es):

33 Leslie Street

[Empty box]

Blairgowrie

[Empty box]

Perthshire

[Empty box]

[Empty box]

[Empty box]

Postcode

PH10 6AW

[Empty box]

Date

22/5/20

[Empty box]

Contact name for inquiries and telephone number:

Mehboob Chagpar 01250 870718

[Empty box]

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

- 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



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	Ms Eleanor Peers	LISA HOLDSWORTH
Office held	General Secretary	CHAIRPERSON
Date	19/5/2020	19/5/2020

THE WRITERS' GUILD OF GREAT BRITAIN

ACCOUNTS

YEAR ENDED 31 DECEMBER 2019

THE WRITERS' GUILD OF GREAT BRITAIN

ACCOUNTS

YEAR ENDED 31 DECEMBER 2019

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STATEMENT OF RESPONSIBILITIES OF THE EXECUTIVE COUNCIL

The legislation relating to trade unions requires the Guild to submit a return for each calendar year to the Certification Officer. This return contains accounts which must give a true and fair view of the state of affairs of the Guild at the year end and of its transactions for the year then ended. The accounts set out on the following pages have been prepared on the same basis and are used to complete the return to the Certification Officer.

In relation to the Writers' Guild of Britain the requirement to prepare accounts that give a true and fair view is the responsibility of the Executive Council. The Executive Council is responsible for preparing accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). In so doing the Executive Council is required to:

- Select suitable accounting policies and apply them consistently.
- Make judgements and estimates that are reasonable and prudent.
- State whether applicable accounting standards have been followed.
- Prepare the accounts on the going concern basis unless it is inappropriate to do so.

The Executive Council is responsible for keeping proper accounting records and establishing and maintaining a satisfactory system of control over its records and transactions in order to comply with the Trade Union and Labour Relations (Consolidation) Act 1992 (Amended). They are also responsible for safeguarding the assets of the Guild and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

REPORT OF THE INDEPENDENT AUDITORS

TO THE MEMBERS OF

THE WRITERS' GUILD OF GREAT BRITAIN

We have audited the financial statements of the Writers' Guild of Great Britain for the year ended 31 December 2019, set out on pages 3 to 14. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the Guild's members, as a body. Our audit work has been undertaken so that we might state to the Guild'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 Guild and the Guild's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of the Union's National Executive Council and auditors

As explained more fully in the Statement of Responsibilities of the Guild's Executive Council on page 3, the National Executive Council is responsible for the preparation of financial statements which give a true and fair view. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the Guild's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the Guild's Executive Council; and the overall presentation of the financial statements.

Opinion on financial statements

In our opinion the financial statements give a true and fair view of the state of the Guild's affairs as at 31 December 2019 and of its income and expenditure for the year then ended.

Matters on which we are required to report by exception

We are required by the Trade Union and Labour Relations (Consolidation) Act 1992 (Amended) to report to you by exception in respect of the following matters if, in our opinion:

- A satisfactory system of control over transactions has not been maintained.
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We have nothing to report to you in respect of the above matters.

A. Gillespie

Alexander Gillespie
Senior Statutory Auditor
Gillespie Inverarity & Co. Ltd
Chartered Accountants and Registered Auditors
33 Leslie Street
Blairgowrie
Perthshire
PH10 6AW

Dated:

22/5/20

THE WRITERS' GUILD OF GREAT BRITAIN

INCOME AND EXPENDITURE ACCOUNT

GENERAL FUND

YEAR ENDED 31 DECEMBER 2019

	NOTE	2019 £	2018 £
INCOME			
Subscriptions		523,087	493,583
Other income		51,001	59,205
		574,088	552,788
EXPENDITURE			
Staff costs		295,108	258,205
Membership Activity and Communication Costs	2	95,500	108,753
Premises and Equipment Costs	3	61,508	65,739
Administration Expenses	4	66,757	58,893
		518,873	491,590
PROFIT(LOSS)FOR THE YEAR		55,215	61,198
CORPORATION TAX	5	9,992	11,609
PROFIT FOR THE YEAR		45,223	49,589
BALANCES BROUGHT FORWARD		579,472	529,883
BALANCES CARRIED FORWARD		624,695	579,472

There are no recognised gains and liabilities other than those passing through the income and expenditure account.

THE WRITERS' GUILD OF GREAT BRITAIN

INCOME AND EXPENDITURE ACCOUNT

WELFARE FUND

YEAR ENDED 31 DECEMBER 2019

	2019 £	2018 £
RECEIPTS		
Donations (members)	38	2,532
Interest	-	-
	<hr/> 38	<hr/> 2,532
 EXPENDITURE		
Members Subscriptions/Grants	-	-
Loans Written Off	2,811	2,000
	<hr/> 2,811	<hr/> 2,000
 (LOSS)/PROFIT FOR THE YEAR	 (2,773)	 532
 BALANCES BOUGHT FORWARD	 48,372	 47,840
 BALANCES CARRIED FORWARD	<hr/> 45,599	<hr/> 48,372

THE WRITERS' GUILD OF GREAT BRITAIN

RECEIPTS AND PAYMENTS

ROYALTIES ACCOUNT

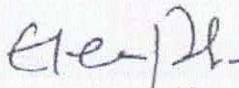
YEAR ENDED 31 DECEMBER 2019

	2019 £	2018 £
RECEIPTS		
Royalties received	23,875	10,855
	<hr/> 23,875	<hr/> 10,855
 PAYMENTS		
Distribution to Members	19,678	19,882
Commission on Royalties	-	-
	<hr/> 19,678	<hr/> 19,882
 NET (DECREASE)/INCREASE	 4,197	 (9,027)
MONIES HELD FOR DISTRIBUTION B/FWD	47,648	56,675
MONIES HELD FOR REDISTRIBUTION C/FWD	<hr/> 51,845	<hr/> 47,648

THE WRITERS' GUILD OF GREAT BRITAIN**BALANCE SHEET****YEAR ENDED 31 DECEMBER 2019**

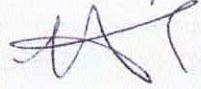
	NOTE	2019		2018	
		£	£	£	£
FIXED ASSETS					
Tangible Fixed Assets	6		470		628
CURRENT ASSETS					
Debtors and Prepayments		23,998		12,624	
Loans to Members (Welfare Fund)		12,822		10,793	
Cash at Bank and in Hand		759,403		747,826	
		796,223		771,243	
CURRENT LIABILITIES					
Royalties collected for Members		51,845		47,648	
Creditors and Accruals		74,554		96,379	
		126,399		144,027	
NET CURRENT ASSETS					
			669,824		627,216
			670,294		627,844
Represented by:					
GENERAL FUND			624,695		579,472
WELFARE FUND			45,599		48,372
			670,294		627,844

ELEANOR PEERS



GENERAL SECRETARY

LISA HOLDSWORTH



CHAIR

Approved for issue to the members:

THE WRITERS' GUILD OF GREAT BRITAIN

NOTES TO THE ACCOUNTS

YEAR ENDED 31 DECEMBER 2019

	2019 £	2018 £
1 OTHER INCOME		
Bank interest	1,202	845
Commission on Royalties	-	-
Awards Income	43,850	51,460
Other Income	349	1,300
SSVC Donations	5,600	5,600
	<hr/> 51,001 <hr/>	<hr/> 59,205 <hr/>
2 MEMBERSHIP ACTIVITY AND COMMUNICATION COSTS		
Postage and Telephone	3,309	3,295
Meetings Expenses	15,386	15,332
Guild Awards Expenses	47,521	52,757
Legal Representation	18,774	19,770
Communications	10,510	17,599
	<hr/> 95,500 <hr/>	<hr/> 108,753 <hr/>

THE WRITERS' GUILD OF GREAT BRITAIN

NOTES TO THE ACCOUNTS

YEAR ENDED 31 DECEMBER 2019

	2019	2018
	£	£
3 PREMISES AND EQUIPMENT COSTS		
Rent Rates and Utilities	47,632	44,795
Insurance	3,132	4,731
Repairs and Maintenance	1,834	3,726
Equipment Hire	4,159	2,460
Computer Support	4,593	9,817
Depreciation	158	210
	<hr/> 61,508 <hr/>	<hr/> 65,739 <hr/>
4 ADMINISTRATION EXPENSES		
Membership System	15,339	11,499
Advertising & Publicity	-	-
Stationary	1,373	3,499
Archive Storage	645	610
Travelling and Subsistence	6,920	10,005
Affiliation Fees	14,345	14,041
Audit and Accountancy	11,280	11,240
Bank charges and Interest	452	347
Sundry	12,814	3,351
Legal & Professional	3,589	4,301
	<hr/> 66,757 <hr/>	<hr/> 58,893 <hr/>

THE WRITERS' GUILD OF GREAT BRITAIN

NOTES TO THE ACCOUNTS

YEAR ENDED 31 DECEMBER 2019

5 TAX CHARGE ON SURPLUS/(DEFICIT) ON ORDINARY ACTIVITIES

	2019 £	2018 £
Corporation Tax Change for the Year	9,992	11,609

6 TANGIBLE FIXED ASSETS

	Office Equipment £	Computer Equipment £	Total £
COST			
At 1 st January 2018	18,066	33,668	51,724
Additions	-	-	-
Disposals	-	-	-
At 31 st December 2019	<u>18,066</u>	<u>33,668</u>	<u>51,734</u>
DEPRECIATION			
At 1 st January 2018	17,876	33,230	51,103
Disposals	-	-	-
Charges for the Year	48	110	158
At 31 st December 2019	<u>17,924</u>	<u>33,340</u>	<u>51,261</u>
NET BOOK VALUE			
At 31 st December 2019	<u>142</u>	<u>328</u>	<u>470</u>
At 31 st December 2018	<u>190</u>	<u>438</u>	<u>628</u>

THE WRITERS' GUILD OF GREAT BRITAIN

NOTES TO THE ACCOUNTS

YEAR ENDED 31 DECEMBER 2019

7 OPERATING LEASES

At 31 December 2019, there were annual commitments under non-cancellable operating leases as set out below:

	2019	2018
	£	£
Operating Lease Which Expires		
In Less Than Five Years	35,000	30,000