

# Form AR27

## Trade Union and Labour Relations (Consolidation) Act 1992

### Annual Return for an Employers' Association

Name of Employers' Association:	NATIONAL ASSOCIATION OF FARRIERS, BLACKSMITHS AND AGRICULTURAL				
Year ended:	31 December 2019				
List No:	153E				
Head or Main Office:	UNIT 156 THE FORGE				
	STONELEIGH PARK				
	KENILWORTH				
	WARWICKSHIRE				
	Postcode	CV8 2LG			
Website address (if available)					
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:	Holly Flack				
Contact name for queries regarding the completion of this return:	Holly Flack				
Telephone Number:	02476 696595				
E-mail:	<a href="mailto:membership@bfba.co.uk">membership@bfba.co.uk</a>				

**Please follow the guidance notes in the completion of this return**

Any difficulties or problems in the completion of this return should be directed to the Certification Office as below or by telephone to: 0330 1093602

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

For Employers' Associations based in England and Wales: [returns@certoffice.org](mailto:returns@certoffice.org)

For Employers' Associations based in Scotland: [ymw@tcyoung.co.uk](mailto:ymw@tcyoung.co.uk)

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# Return of Members

(see note 9)

Number of members at the end of the year				
Great Britain	Northern Ireland	Irish Republic	Elsewhere Abroad (Including Channel Islands)	Totals
931				931

## Change of Officers

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

Position held	Name of Officer ceasing to hold office	Name of Officer appointed	Date of Change

# Officers in post

(see note 10)

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

Name of Officer	Position held
H Dyer	President
C D'Arcy	Vice President
A Bunyard	Treasurer
BT Benson	Executive Committee
A Bunyard	Executive Committee
C D'Arcy	Executive Committee
H Dyer	Executive Committee
R Shave	Executive Committee
C Wain	Executive Committee

## Revenue Account / General Fund

(see notes 11 to 16)

Previous Year		£	£
	<b>Income</b>		
	From Members		
	Subscriptions, levies, etc	90,873	90,873
	Investment income		
	Interest and dividends (gross)		
	Bank interest (gross)		
	Other (specify)		
	INVESTMENT INCOME	185	185
	Total Investment Income	185	185
	Other Income		
	Rents received	1,620	1,620
	Insurance commission	17,237	17,237
	Consultancy fees	24,518	24,518
	Publications/Seminars	20,619	20,619
	Miscellaneous receipts (specify)		
	ADVERTISING	68,790	68,790
	MERCHANDISE	-431	-431
	Total of other income		132,353
	<b>Total income</b>		<b>223,411</b>
	<b>Interfund Transfers IN</b>		
	<b>Expenditure</b>		
	Administrative expenses		
	Remuneration and expenses of staff	15,575	15,575
	Occupancy costs	25,367	25,367
	Printing, Stationery, Post	69,881	69,881
	Telephones	2,466	2,466
	Legal and Professional fees	24,047	24,047
	Miscellaneous (specify)		
	Computer & website costs	3,193	3,193
	Total of Admin expenses		140,529
	Other Charges		
	Bank charges	2,533	2,533
	Depreciation		
	Sums written off	1,000	1,000
	Affiliation fees	6,519	6,519
	Donations		
	Conference and meeting fees	2,652	2,652
	Expenses	10,643	10,643
	Miscellaneous (specify)		
	Total of other charges		23,347
	Taxation		
	<b>Total expenditure</b>		<b>163,876</b>
	<b>Interfund Transfers OUT</b>		
	Surplus/Deficit for year		59,535
	Amount of fund at beginning of year		167,722
	Amount of fund at end of year		227,257

**Accounts other than Revenue Account/General Fund**

(see notes 17 to 18)

Account 2	Fund Account	
Name of account:	£	£
<b>Income</b>		
From members		
Investment income		
Other Income (specify)		
	<b>Total Income</b>	
<b>Interfund Transfers IN</b>		
<b>Expenditure</b>		
Administrative expenses		
Other expenditure (specify)		
	<b>Total Expenditure</b>	
<b>Interfund Transfers OUT</b>		
	Surplus (Deficit) for the year	
	Amount of fund at beginning of year	
	Amount of fund at the end of year (as Balance Sheet)	

Account 3	Fund Account	
Name of account:	£	£
<b>Income</b>		
From members		
Investment income		
Other income (specify)		
	<b>Total Income</b>	
<b>Interfund Transfers IN</b>		
<b>Expenditure</b>		
Administrative expenses		
Other expenditure (specify)		
	<b>Total Expenditure</b>	
<b>Interfund Transfers OUT</b>		
	Surplus (Deficit) for the year	
	Amount of fund at beginning of year	
	Amount of fund at the end of year (as Balance Sheet)	

**Accounts other than Revenue Account/General Fund**

(see notes 17 to 18)

Account 4		Fund Account	
Name of account:		£	£
<b>Income</b>			
From members			
Investment income			
Other income (specify)			
		<b>Total Income</b>	
<b>Interfund Transfers IN</b>			
<b>Expenditure</b>			
Administrative expenses			
Other expenditure (specify)			
		<b>Total Expenditure</b>	
<b>Interfund Transfers OUT</b>			
		Surplus (Deficit) for the year	
		Amount of fund at beginning of year	
		Amount of fund at the end of year (as Balance Sheet)	

Account 5		Fund Account	
Name of account:		£	£
<b>Income</b>			
From members			
Investment income			
Other income (specify)			
		<b>Total Income</b>	
<b>Interfund Transfers IN</b>			
<b>Expenditure</b>			
Administrative expenses			
Other expenditure (specify)			
		<b>Total Expenditure</b>	
<b>Interfund Transfers OUT</b>			
		Surplus (Deficit) for the year	
		Amount of fund at beginning of year	
		Amount of fund at the end of year (as Balance Sheet)	

**Accounts other than Revenue Account/General Fund**

(see notes 17 to 18)

Account 6		Fund Account	
Name of account:		£	£
<b>Income</b>			
From members			
Investment income			
Other income (specify)			
		<b>Total Income</b>	
<b>Interfund Transfers IN</b>			
<b>Expenditure</b>			
Administrative expenses			
Other expenditure (specify)			
		<b>Total Expenditure</b>	
<b>Interfund Transfers OUT</b>			
		Surplus (Deficit) for the year	
		Amount of fund at beginning of year	
		Amount of fund at the end of year (as Balance Sheet)	

Account 7		Fund Account	
Name of account:		£	£
<b>Income</b>			
From members			
Investment income			
Other income (specify)			
		<b>Total Income</b>	
<b>Interfund Transfers IN</b>			
<b>Expenditure</b>			
Administrative expenses			
Other expenditure (specify)			
		<b>Total Expenditure</b>	
<b>Interfund Transfers OUT</b>			
		Surplus (Deficit) for the year	
		Amount of fund at beginning of year	
		Amount of fund at the end of year (as Balance Sheet)	



**Balance Sheet as at [ 31 December 2019 ]**

(see notes 19 and 20)

Previous Year		£	£
	<b>Fixed Assets</b> (as at Page 8)		
	<b>Investments</b> (as per analysis on page 9)		
	Quoted (Market value £ ) as at Page 9		
	Unquoted (Market value £ ) as at Page 9		
	<b>Total Investments</b>		
	<b>Other Assets</b>		
	Sundry debtors	45,276	45,276
	Cash at bank and in hand	268,738	268,738
	Stocks of goods	7,135	7,135
	Others (specify)		
	<b>Total of other assets</b>	321,149	321,149
		<b>Total Assets</b>	321,149
167,722	Revenue Account/ General Fund	227,257	
	Revaluation Reserve		
	<b>Liabilities</b>		
		93,892	
		<b>Total Liabilities</b>	93,892
		<b>Total Assets</b>	321,149

# Fixed Assets account

(see note 21)

	Land and Buildings	Fixtures & Fittings	Motor Vehicles & Equipment	Total £
<b>Cost or Valuation</b>				
At start of period				
Additions during period				
Less: Disposals				
Less: Depreciation				
Total to end of period				
<b>Book Amount</b> at end of period				
Freehold				
Leasehold (50 or more years unexpired)				
Leasehold (less than 50 years unexpired)				
<b>Total of Fixed Assets</b>				

# Analysis of Investments

(see note 22)

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

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

## Analysis of investment income (Controlling interests)

(see note 23)

Does the association, or any constituent part of the association, have a controlling interest in any limited company?

Yes		No	
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If Yes name the relevant companies:

Company name

Company registration number (if not registered in England & Wales, state where registered)

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### Incorporated Employers' Associations

Are the shares which are controlled by the association registered in the association's name

Yes		No	
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If NO, please state the names of the persons in whom the shares controlled by the association are registered.

Company name

Names of shareholders

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### Unincorporated Employers' Associations

Are the shares which are controlled by the association registered in the names of the association's trustees?

Yes		No	
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If NO, state the names of the persons in whom the shares controlled by the association are registered.

Company name

Names of shareholders


## Summary Sheet

(see notes 24 to 33)

	All Funds	Total Funds
	£	£
<b>Income</b>		
From Members	90,873	90,873
From Investments	185	185
Other Income (including increases by revaluation of assets)	132,353	132,353
<b>Total Income</b>	<b>223,411</b>	<b>223,411</b>
<b>Expenditure</b> (including decreases by revaluation of assets)		
<b>Total Expenditure</b>	<b>163,876</b>	<b>163,876</b>
<b>Funds at beginning of year</b> (including reserves)	167,722	167,722
<b>Funds at end of year</b> (including reserves)	227,257	227,257
<b>ASSETS</b>		
Fixed Assets		
Investment Assets		
Other Assets		321,149
<b>Total Assets</b>		<b>321,149</b>
<b>Liabilities</b>		
<b>Total Liabilities</b>		<b>93,892</b>
<b>Net Assets (Total Assets less Total Liabilities)</b>		<b>227,257</b>

## Notes to the accounts

(see note 34)

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

# Accounting policies

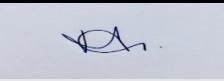

(see notes 35 & 36)



## Signatures to the annual return

(see notes 37 and 38)

**Including the accounts and balance sheet contained in the return.**

Secretary's Signature:		Chairman's Signature:	
			(or other official whose position should be stated)
Name:	Holly Flack	Name:	Mr Huw Dyer
Date:	06 August 2020	Date:	06 August 2020

## Checklist

(see note 39)

(please enter 'X' as appropriate)

Is the return of officers attached? (see Page 2)	Yes	<b>X</b>	No	
Has the list of officers been completed? (see Page 2A)	Yes	<b>X</b>	No	
Has the return been signed? (see Note 37)	Yes	<b>X</b>	No	
Has the auditor's report been completed? (see Note 41)	Yes	<b>X</b>	No	
Is the rule book enclosed? (see Note 39)	Yes	<b>X</b>	No	
Has the summary sheet been completed? (see Notes 6 and 24 to 33)	Yes	<b>X</b>	No	

## Checklist for auditor's report

(see notes 41 to 44)

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

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

Please explain in your report overleaf or attached.

2. Are the auditors or auditor of the opinion that the union has complied with section 28 of the 1992 Act and has:

- a. kept proper accounting records with respect to its transactions and its assets and liabilities; and
- b. established and maintained a satisfactory system of control of its accounting records, its cash holding and all its receipts and remittances.

(See section 36(4) of the 1992 Act set out in note 43)

Please explain in your report overleaf or attached.

3. Your auditors or auditor must include in their report the following wording:

**In our opinion the financial statements:**

- give a true and fair view of the matters to which they relate to.
- have been prepared in accordance with the requirements of the sections 28, 32 and 36 of the Trade Union and Labour Relations (consolidation) Act 1992.



## Auditor's report (continued)

We have audited the financial statements of the National Association of Farriers, Blacksmiths and Agricultural Engineers (the 'Association') for the year ended 31 December 2019 which comprise of a Profit & Loss Account, Balance Sheet and Notes to the financial statements, including a summary of significant accounting policies. The financial framework that has been applied in their preparation is as directed by the Rules of the Association and its resolutions.

In our opinion the financial statements:

- give a true and fair view of the state of the Association's affairs at 31 December 2019, of its profit for the year the ended:
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice:
- have been prepared in accordance with the requirements of sections 28, 32 and 36 of the Trade Union and Labour Relations (consolidation) Act 1992; and
- a satisfactory system of control has been maintained and the accounts are in agreement with the accounting records

Signature(s) of auditor or auditors:



Name(s):

Steven R Mugglestone

Michael Harwood & Co

Profession(s) or Calling(s):

FCA

Address(es)

Michael Harwood & Co, Chartered Accountants and Registered Auditors  
Greville House, 10 Jury Street, Warwick, Warwickshire, CV34 4EW

Date:

06 August 2020

Contact name for enquiries and telephone number:

Steven Mugglestone 01926 419444

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