

# Form AR21

Trade Union and Labour Relations (Consolidation) Act 1992

## Annual Return for a Trade Union

Name of Trade Union:	Professional Footballers' Association		
Year ended:	30 June 2020		
List no:	266T		
Head or Main Office address:	20 Oxford Court		
	Bishopsgate		
	Manchester		
Postcode	M2 3WQ		
Website address (if available)	<a href="http://www.thepfa.com">www.thepfa.com</a>		
Has the address changed during the year to which the return relates?	Yes	No	<input checked="" type="checkbox"/> ('X' in appropriate box)
General Secretary:	Gordon Taylor OBE		
Telephone Number:	0161 236 0575		
Contact name for queries regarding the completion of this return	Darren Wilson		
Telephone Number:	0161 236 0575		
E-mail:	<a href="mailto:dwilson@thepfa.co.uk">dwilson@thepfa.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 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](mailto:returns@certoffice.org)

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

# Contents

Trade Union's details.....	1
Return of members.....	2
Change of officers.....	2
Officers in post.....	2a
General fund.....	3
Analysis of income from federation and other bodies and other income.....	4
Analysis of benefit expenditure shown at general fund.....	5
Accounts other than the revenue account/general fund.....	6-8a
Political fund account.....	9-9vii
Analysis of administrative expenses .....	10
Analysis of officials' salaries and benefits.....	11
Analysis of investment income.....	12
Balance sheet as at.....	13
Fixed assets account.....	14
Analysis of investments.....	15
Analysis of investment income (controlling interests).....	16
Summary Sheet.....	17
Summary sheet (Only for Incorporated Bodies).....	17a
Information on Industrial action ballots.....	18-19
Information on Industrial action.....	20-21
Notes to the accounts.....	22
Accounting policies.....	23
Signatures to the annual return.....	23
Checklist.....	23
Checklist for auditor's report.....	24
Auditor's report (continued).....	25
Membership audit certificate.....	i-iii
Guidance on completion.....	26

# 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	5,285				5,285
Female	236				236
Other					
<b>Total</b>	<b>5,521</b>				A <b>5,521</b>

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

5,521
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Number of members included in totals box 'A' above for whom no home or authorised address is held:

2,180
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## 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

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
Ben Purkiss	Chairman
Gordon Taylor OBE	Committee member
Asmir Begovic	Committee member
Matt Bloomfield	Committee member
Andy Butler	Committee member
Peter Clarke	Committee member
Lee Grant	Committee member
Tom Heaton	Committee member
Steph Houghton MBE	Committee member
Matt Jarvis	Committee member
John Mousinho	Committee member
Mat Sadler	Committee member
Andy Taylor	Committee member
Peter Vincenti	Committee member

# General Fund

(see notes 13 to 18)

	£	£
<b>Income</b>		
<b>From Members:</b> Contributions and Subscriptions		614,700
<b>From Members:</b> Other income from members (specify)		
<b>Total other income from members</b>		
<b>Total of all income from members</b>		614,700
<b>Investment income (as at page 12)</b>		40,952
<b>Other Income</b>		
Income from Federations and other bodies (as at page 4)		
Income from any other sources (as at page 4)	13,013,834	
<b>Total of other income (as at page 4)</b>		13,013,834
		<b>13,669,486</b>
	<b>Total income</b>	
	<b>Interfund Transfers IN</b>	
<b>Expenditure</b>		
Benefits to members (as at page 5)		668,184
Administrative expenses (as at page 10)		12,752,597
<b>Federation and other bodies (specify)</b>		
<b>Total expenditure Federation and other bodies</b>		
<b>Taxation</b>		3,448
		<b>13,424,229</b>
	<b>Total expenditure</b>	
	<b>Interfund Transfers OUT</b>	
		<b>245,257</b>
		<b>682</b>
	Surplus (deficit) for year	<b>245,257</b>
	Amount of general fund at beginning of year	<b>682</b>
	Amount of general fund at end of year	<b>245,939</b>

## Analysis of income from federation and other bodies and other income

(see notes 19 and 20)

Description	£
<b>Federation and other bodies</b>	
<b>Total federation and other bodies</b>	
<b>Any Other Sources</b>	
TV Rights	12,715,500
Miscellaneous income	298,334
<b>Total other sources</b>	<b>13,013,834</b>
<b>Total of all other income</b>	<b>13,013,834</b>

## Analysis of benefit expenditure shown at the General Fund

(see notes 21 to 23)

			£
Representation – Employment Related Issues	668,184	<div style="text-align: right; margin-bottom: 10px;"><b>brought forward</b></div> Advisory Services	668,184
Representation – Non Employment Related Issues		Other Cash Payments	
Communications		Education and Training services	
Dispute Benefits		Negotiated Discount Services	
		Other Benefits and Grants (specify)	
<b>carried forward</b>	668,184	<b>Total (should agree with figure in General Fund)</b>	668,184

(See notes 21 and 23)

Fund 2		Fund Account	
Name:	Accident Fund	£	£
<b>Income</b>			
	From members		
	Investment income (as at page 12)		158,089
	Other income (specify)		
	Television fees		3,443,500
		<b>Total other income as specified</b>	3,443,500
		<b>Total Income</b>	3,601,589
		Interfund Transfers IN	
<b>Expenditure</b>			
	Benefits to members		3,039,017
	Administrative expenses and other expenditure (as at page 10)		461,079
		<b>Total Expenditure</b>	3,500,096
		Interfund Transfers OUT	
		<b>Surplus (Deficit) for the year</b>	101,493
		<b>Amount of fund at beginning of year</b>	4,755,895
		<b>Amount of fund at the end of year (as Balance Sheet)</b>	4,857,388
		<b>Number of members contributing at end of year</b>	

Fund 3		Fund Account	
Name:		£	£
<b>Income</b>			
	From members		
	Investment income (as at page 12)		
	Other income (specify)		
		<b>Total other income as specified</b>	
		<b>Total Income</b>	
		Interfund Transfers IN	
<b>Expenditure</b>			
	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
		<b>Total Expenditure</b>	
		Interfund Transfers OUT	
		<b>Surplus (Deficit) for the year</b>	
		<b>Amount of fund at beginning of year</b>	
		<b>Amount of fund at the end of year (as Balance Sheet)</b>	
		<b>Number of members contributing at end of year</b>	



(See notes 21 and 23)

Fund 4		Fund Account	
Name:		£	£
<b>Income</b>			
	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	<b>Total other income as specified</b>		
	<b>Total Income</b>		
	Interfund Transfers IN		
<b>Expenditure</b>			
	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	<b>Total Expenditure</b>		
	Interfund Transfers OUT		
	<b>Surplus (Deficit) for the year</b>		
	<b>Amount of fund at beginning of year</b>		
	<b>Amount of fund at the end of year (as Balance Sheet)</b>		
	<b>Number of members contributing at end of year</b>		

Fund 5		Fund Account	
Name:		£	£
<b>Income</b>			
	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	<b>Total other income as specified</b>		
	<b>Total Income</b>		
	Interfund Transfers IN		
<b>Expenditure</b>			
	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	<b>Total Expenditure</b>		
	Interfund Transfers OUT		
	<b>Surplus (Deficit) for the year</b>		
	<b>Amount of fund at beginning of year</b>		
	<b>Amount of fund at the end of year (as Balance Sheet)</b>		
	<b>Number of members contributing at end of year</b>		

(See notes 21 and 23)

Fund 6		Fund Account	
Name:		£	£
<b>Income</b>			
	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	<b>Total other income as specified</b>		
	<b>Total Income</b>		
	Interfund Transfers IN		
<b>Expenditure</b>			
	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	<b>Total Expenditure</b>		
	Interfund Transfers OUT		
	<b>Surplus (Deficit) for the year</b>		
	<b>Amount of fund at beginning of year</b>		
	<b>Amount of fund at the end of year (as Balance Sheet)</b>		
	<b>Number of members contributing at end of year</b>		

Fund 7		Fund Account	
Name:		£	£
<b>Income</b>			
	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	<b>Total other income as specified</b>		
	<b>Total Income</b>		
	Interfund Transfers IN		
<b>Expenditure</b>			
	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	<b>Total Expenditure</b>		
	Interfund Transfers OUT		
	<b>Surplus (Deficit) for the year</b>		
	<b>Amount of fund at beginning of year</b>		
	<b>Amount of fund at the end of year (as Balance Sheet)</b>		
	<b>Number of members contributing at end of year</b>		

(See notes 21 and 23)

Fund 8		Fund Account	
Name:		£	£
<b>Income</b>	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	<b>Total other income as specified</b>		
	<b>Total Income</b>		
	Interfund Transfers IN		
<b>Expenditure</b>	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	<b>Total Expenditure</b>		
	Interfund Transfers OUT		
	<b>Surplus (Deficit) for the year</b>		
	<b>Amount of fund at beginning of year</b>		
	<b>Amount of fund at the end of year (as Balance Sheet)</b>		
	<b>Number of members contributing at end of year</b>		

Fund 9		Fund Account	
Name:		£	£
<b>Income</b>	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	<b>Total other income as specified</b>		
	<b>Total Income</b>		
	Interfund Transfers IN		
<b>Expenditure</b>	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	<b>Total Expenditure</b>		
	Interfund Transfers OUT		
	<b>Surplus (Deficit) for the year</b>		
	<b>Amount of fund at beginning of year</b>		
	<b>Amount of fund at the end of year (as Balance Sheet)</b>		
	<b>Number of members contributing at end of year</b>		

## Political fund account

(see notes 24 to 33)

£

£

<b>Political fund account 1</b>		To be completed by trade unions which maintain their own political fund	
	<b>Income</b>	Members contributions and levies	
		Investment income (as at page 12)	
Other income (specify)			
		Total other income as specified	
		Total income	
<b>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</b>			
		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	
<b>Political fund account 2</b>		To be completed by trade unions which act as components of a central trade union	
<b>Income</b>	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	
<b>Expenditure</b>	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 £
<b>Total</b>	



**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))	£
<b>Total</b>			





## **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	£
<b>Total</b>	

**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	£
<b>Total</b>	

**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)

		£
<b>Administrative Expenses</b>		
Remuneration and expenses of staff		6,794,435
Salaries and Wages included in above	6,718,388	
Auditors' fees		20,379
Legal and Professional fees		164,618
Occupancy costs		394,034
Stationery, printing, postage, telephone, etc.		302,581
Expenses of Executive Committee (Head Office)		
Expenses of conferences		
Other administrative expenses (specify)		
Motor expenses		253,258
Donations and advertising		62,737
Grants		4,920,000
Depreciation		46,511
Losses on investments		201,430
 <b>Other Outgoings</b>		
Expenditure on raising funds: investment management costs		53,693
 Outgoings on land and buildings (specify)		
 Other outgoings (specify)		
<b>Total</b>		13,213,676
Charged to:	General Fund (Page 3)	12,752,597
	Accident Fund	461,079
<b>Total</b>		13,213,676

### 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
	£	£	£		£	
Chief Executive - Salary	1,179,150	270,207		Motor vehicle	45,225	
Chief Executive - Bonus	700,000			Private medical	9,194	
				Telephone	3,307	57,726

# Analysis of investment income

(see notes 47 and 48)

	Political Fund £		Other Fund(s) £
Rent from land and buildings			19,145
Dividends (gross) from:			
Equities (e.g. shares)			175,355
Interest (gross) from:			
Government securities (Gilts)			
Mortgages			
Local Authority Bonds			
Bank and Building Societies			4,541
Other investment income (specify)			
			199,041
		Total investment income	199,041
		Credited to:	
		General Fund (Page 3)	40,952
		Accident Fund	158,089
		Political Fund	
		Total Investment Funds	199,041

**Balance sheet as at**

30 June 2020

(see notes 49 to 52)

Previous Year		£	£
499,660	Fixed Assets (at page 14)		505,702
	Investments (as per analysis on page 15)		
7,368,215	Quoted (Market value £ ( 6,986,019 )		6,986,019
128,739	Unquoted		419,812
	<b>Total Investments</b>		7,405,831
	<b>Other Assets</b>		
	Loans to other trade unions		
1,014,800	Sundry debtors		7,048,734
659,120	Cash at bank and in hand		4,640,480
	Income tax to be recovered		
	Stocks of goods		
3,274	Others (specify) Amounts due from PFA Enterprises		391,642
	<b>Total of other assets</b>		12,080,856
9,673,808	<b>Total assets</b>		19,992,389
682	General fund (page 3)		245,939
4,755,895	Accident Fund		4,857,388
	Political Fund Account		
	<b>Liabilities</b>		
	Amount held on behalf of central trade union political fund		
£3,923,239	Amounts due to PFA Charity		7,142,907
£619,087	Trade creditors and accruals		5,789,220
£138,925	Other creditors		76,599
£235,980	Taxation and social security costs		1,769,754
	Amounts due to PFA Enterprises		110,582
	<b>Total liabilities</b>		14,889,062
£4,917,231	<b>Total assets</b>		19,992,389
£9,673,808			

## Fixed assets account

(see notes 53 to 57)

	Land and Buildings		Furniture and Equipment £	Motor Vehicles £	Not used for union business £	Total £
	Freehold £	Leasehold £				
<b>Cost or Valuation</b>						
At start of year		163,526	674,676	99,887	267,700	1,205,789
Additions			52,553			52,553
Disposals						
Revaluation/Transfers						
At end of year		163,526	727,229	99,887	267,700	1,258,342
<b>Accumulated Depreciation</b>						
At start of year			652,024	54,105		706,129
Charges for year			21,539	24,972		46,511
Disposals						
Revaluation/Transfers						
At end of year			673,563	79,077		752,640
<b>Net book value at end of year</b>						
Net book value at end of year		163,526	53,666	20,810	267,700	505,702
<b>Net book value at end of previous year</b>						
Net book value at end of previous year		163,526	22,652	45,782	267,700	499,660



## Analysis of investments

(see notes 58 and 59)

Quoted	All Funds Except Political Funds £	Political Fund £
Equities (e.g. Shares)	6,986,019	
Government Securities (Gilts)		
Other quoted securities (to be specified)		
Total quoted (as Balance Sheet)	6,986,019	
Market Value of Quoted Investment	6,986,019	
Unquoted		
Equities	100	
Government Securities (Gilts)		
Mortgages		
Bank and Building Societies	330,581	
Other unquoted investments (to be specified)		
Memorabilia	89,131	
Total unquoted (as Balance Sheet)	419,812	
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

No

If YES name the relevant companies:

Company name	Company registration number (if not registered in England & Wales, state where registered)
PFA Enterprises Limited	01088411

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

Yes

No

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

Company name	Names of shareholders
PFA Enterprises Limited	Professional Footballers' Association

## Summary sheet

(see notes 62 to 73)

	All funds except Political Funds £	Political Funds £	Total Funds £
<b>Income</b>			
From Members	614,700		614,700
From Investments	199,041		199,041
Other Income (including increases by revaluation of assets)	16,457,334		16,457,334
<b>Total Income</b>	<b>17,271,075</b>		<b>17,271,075</b>
<b>Expenditure</b> (including decreases by revaluation of assets)			
<b>Total Expenditure</b>	<b>16,924,325</b>		<b>16,924,325</b>
<b>Funds at beginning of year</b> (including reserves)	4,756,577		4,756,577
<b>Funds at end of year</b> (including reserves)	5,103,327		5,103,327
<b>Assets</b>			
Fixed Assets			505,702
Investment Assets			7,405,831
Other Assets			12,080,856
		<b>Total Assets</b>	<b>19,992,389</b>
<b>Liabilities</b>		<b>Total Liabilities</b>	<b>14,889,062</b>
<b>Net Assets (Total Assets less Total Liabilities)</b>			<b>5,103,327</b>

(see notes 74 to 80)

Did the union hold any ballots in respect of Industrial action during the return period?	<input type="text" value="No"/>
If Yes How many ballots were held: <input style="width: 50px;" type="text"/>	
For each ballot held please complete the information below:	
<b>Ballot 1</b>	
Number of individual who were entitled to vote in the ballot	<input style="width: 80px;" type="text"/>
Number of votes cast in the ballot	<input style="width: 80px;" type="text"/>
Number of Individuals answering "Yes" to the question	<input style="width: 80px;" type="text"/> <sup>1</sup>
Number of individuals answering "No" to the question	<input style="width: 80px;" type="text"/> <sup>2</sup>
Number of Invalid or otherwise spoiled voting papers returned	<input style="width: 80px;" type="text"/> <sup>3</sup>
<b>1-3 should total "Number of votes cast"</b>	
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: 80px;" type="text"/>
Does section 226(2B) of the 1992 Act apply in relation to this ballot (see notes 76-80)?	<input style="width: 80px;" 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: 80px;" type="text"/>
<b>Ballot 2</b>	
Number of individual who were entitled to vote in the ballot	<input style="width: 80px;" type="text"/>
Number of votes cast in the ballot	<input style="width: 80px;" type="text"/>
Number of individuals answering "Yes" to the question	<input style="width: 80px;" type="text"/> <sup>1</sup>
Number of individuals answering "No" to the question	<input style="width: 80px;" type="text"/> <sup>2</sup>
Number of Invalid or otherwise spoiled voting papers returned	<input style="width: 80px;" type="text"/> <sup>3</sup>
<b>1-3 should total "Number of votes cast"</b>	
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: 80px;" type="text"/>
Does section 226(2B) of the 1992 Act apply in relation to this ballot (see notes 76-80)?	<input style="width: 80px;" 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: 80px;" type="text"/>
<b>Ballot 3</b>	
Number of individual who were entitled to vote in the ballot	<input style="width: 80px;" type="text"/>
Number of votes cast in the ballot	<input style="width: 80px;" type="text"/>
Number of Individuals answering "Yes" to the question	<input style="width: 80px;" type="text"/> <sup>1</sup>
Number of individuals answering "No" to the question	<input style="width: 80px;" type="text"/> <sup>2</sup>
Number of Invalid or otherwise spoiled voting papers returned	<input style="width: 80px;" type="text"/> <sup>3</sup>
<b>1-3 should total "Number of votes cast"</b>	
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: 80px;" type="text"/>
Does section 226(2B) of the 1992 Act apply in relation to this ballot (see notes 76-80)?	<input style="width: 80px;" 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: 80px;" 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

**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

**Ballots & 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.

**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.

Attached



## Professional Footballers' Association

### General Fund

#### Notes to the financial statements for the year ended 30 June 2020

##### 1. Accounting Policies

###### Basis of preparation

The accounts have been prepared under the historic cost convention as modified by the revaluation of quoted investments and investment property in accordance with generally accepted accounting principles.

###### Going concern

The PFA have revised the funding agreements with the Premier League as referred to in the Report of the Management Committee to ensure the funding position of the PFA moving forward.

###### Depreciation

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

	%
Motor Vehicles	25 per year on cost
Office Equipment	30 per year on cost
Fixtures, Fittings and Equipment	10 per year on cost

###### Pensions

The Association contributes to personal pensions for employees in a defined contribution scheme. The assets are invested and managed independently of the finances of the Association. The costs are charged to management expenses over the periods benefiting from the employee's services.

###### Income

All incoming resources are included in the Statement of Comprehensive Income when the PFA is entitled to the income:-

- TV income, in accordance with the agreements reached with the Premier League and from time to time the Football Association and the English Football League;
- Members subscriptions and entrance fees as they fall due.

###### Grants paid

Grants paid to institutions are recognised as expenditure in the year in which the grant is formally approved by the PFA. Grants to individuals are recognised as expenditure when the conditions attached to the grant are met. Grants paid to third parties on behalf of individuals are paid to those third parties and recognised as expenditure when the conditions attached to the grant are met.

###### Taxation

Taxation is provided for at the rates prevailing at the balance sheet date, and the charge is based on surpluses arising on certain activities that are liable to tax.

###### Expenditure Recharge

The PFA incurs salary costs for its employees, administration expenses, legal and professional and other costs which are recharged to other entities. Costs are recharged to:

- The Professional Footballers' Association Charity (Charity) -- for 2019 only.
- The Professional Footballers' Association Accident Fund (Accident Fund)
- PFA Enterprises Limited (Enterprises)

Costs are recharged on the basis of the best estimate of the percentage of time spent by employees on activities relating to the entities listed above. The same percentage is used to recharge costs other than salaries to the various funds.

Some staff are dedicated in their entirety to one of the above entities, and the costs do not form part of the recharge calculation but are transferred in full to the appropriate entity.

## Professional Footballers' Association

### General Fund

#### Notes to the financial statements for the year ended 30 June 2020

#### 1. Accounting Policies (continued)

##### Expenditure Recharge (continued)

For the current financial year, costs have been recharged on the following basis:

	%
Accident Fund	4
Enterprises	5
Retained in PFA General Fund	<u>91</u>
	<u>100</u>

The estimate of time spent across the entities will be re-assessed annually.

Costs incurred by the PFA in relation to activities undertaken by the Charity are now provided free of charge.

##### Quoted investments

In accordance with generally accepted accountancy principles, quoted investments are stated at market value. The unrealised gain or losses are shown in the statement of comprehensive income.

##### Memorabilia

Memorabilia held are stated at cost and are included within investments.

##### Investment Properties

Investment properties are initially recorded at cost with an annual assessment of fair value. Changes in fair value, when applicable, will be reflected in profit and loss. Investment properties are not depreciated.

	2020 £	2019 £
2. The operating surplus/(deficit) for the year is stated after charging:		
Auditor's remuneration	6,950	6,950
Auditor's remuneration - non-audit services	1,616	1,616
Depreciation of owned fixed assets	41,129	38,717
Chief Executive's remuneration		
Salary	1,179,150	1,188,765
Bonus	700,000	777,183
Benefits in kind	<u>57,726</u>	<u>56,749</u>

The members of the Management Committee do not receive any remuneration other than reimbursed expenses.

## Professional Footballers' Association

### General Fund

#### Notes to the financial statements for the year ended 30 June 2020

	2020	2019
	£	£
<b>3. Administrative Expenses</b>		
(a) Payroll costs and National Insurance	6,282,084	4,292,877
Staff pension scheme	436,304	158,536
Other staff costs	76,047	66,064
Motor and travelling expenses	253,258	254,549
Postage and telephone	40,478	48,000
Printing and stationery	33,924	31,203
Computer and website costs	228,179	150,493
Donations and advertising	62,737	157,742
Rent, rates, insurance, light and heat	303,383	391,061
Repairs, maintenance and office refurbishment	90,651	93,532
Audit and accountancy fees	10,279	10,279
Management fees	12,464	11,989
Affiliation fees	21,990	17,282
Consultancy fees	142,628	29,331
Grants paid	<u>4,920,000</u>	<u>20,000</u>
	12,914,406	5,732,938
Staff costs recharged in full to PFA Charity	-	1,814,649
	<u>12,914,406</u>	<u>7,547,587</u>

(b) Total staff costs were as follows:

	2020	2019
	£	£
Salaries and wages	5,559,594	5,392,339
Social security costs	722,490	715,187
Pension costs – defined contribution	<u>436,304</u>	<u>158,536</u>
	<u>6,718,388</u>	<u>6,266,062</u>

Staff numbers:

The average number of employees during the year, calculated on the basis of full-time equivalent, was 61 (2019: 62).

**Professional Footballers' Association**

**General Fund**

**Notes to the financial statements  
for the year ended 30 June 2020**

**4. Tangible Fixed Assets**

	Leasehold Property £	Motor Vehicles £	Furniture Fittings & Equipment £	Total £
<b>Cost</b>				
At 1 July 2019	81,763	99,887	647,075	828,725
Additions	<u>-</u>	<u>-</u>	<u>31,021</u>	<u>31,021</u>
At 30 June 2020	<u>81,763</u>	<u>99,887</u>	<u>678,096</u>	<u>859,746</u>
<b>Depreciation</b>				
At 1 July 2019	-	54,105	624,423	678,528
Charge for the year	<u>-</u>	<u>24,972</u>	<u>16,157</u>	<u>41,129</u>
At 30 June 2020	<u>-</u>	<u>79,077</u>	<u>640,580</u>	<u>719,657</u>
<b>Net Book Value</b>				
At 30 June 2020	<u>81,763</u>	<u>20,810</u>	<u>37,516</u>	<u>140,089</u>
At 30 June 2019	<u>81,763</u>	<u>45,782</u>	<u>22,652</u>	<u>150,197</u>
<b>Investment Property</b>			<b>2020</b>	<b>2019</b>
			£	£
At 1 July			267,700	355,901
Fair value movement			<u>-</u>	<u>(88,201)</u>
At 30 June			<u>267,700</u>	<u>267,700</u>

An external valuation for the property was obtained in March 2020 and reflected in the 2019 accounts.

The Management Committee consider this to represent the fair value of the property at the balance sheet date.

## Professional Footballers' Association

### General Fund

#### Notes to the financial statements for the year ended 30 June 2020

	2020	2019
	£	£
<b>5. Investments</b>		
<b>Quoted Investments</b>		
At 1 July	905,105	740,115
Additions	372,381	231,077
Disposals	(266,845)	(98,665)
Net unrealised investment gains	<u>(138,092)</u>	<u>32,578</u>
At 30 June	<u>872,549</u>	<u>905,105</u>
Historical cost	<u>792,376</u>	<u>686,843</u>
<b>Bank Deposits</b>		
At 1 July	14,199	113,817
Movement during the year	<u>16,197</u>	<u>(99,618)</u>
At 30 June	<u>30,396</u>	<u>14,199</u>
<b>Unquoted Shares</b>		
At 1 July	100	100
Additions	-	-
Disposals	<u>-</u>	<u>-</u>
At 30 June	<u>100</u>	<u>100</u>
<b>Memorabilia</b>		
At 1 July	89,131	89,131
Additions	-	-
Disposals	<u>-</u>	<u>-</u>
At 30 June	<u>89,131</u>	<u>89,131</u>
<b>Summary</b>		
Quoted investments	872,549	905,105
Bank deposits	30,396	14,199
Unquoted shares	100	100
Memorabilia	<u>89,131</u>	<u>89,131</u>
	<u>992,176</u>	<u>1,008,535</u>

## Professional Footballers' Association

### General Fund

#### Notes to the financial statements for the year ended 30 June 2020

<b>6.</b>	<b>Debtors</b>	<b>2020</b>	<b>2019</b>
		£	£
	Trade Debtors and Prepayments	6,627,162	161,814
	Amounts due from PFA Enterprises Limited	391,642	260,811
	Amounts due from PFA Charity	-	422,906
	Amounts due from other PFA Funds	450,657	-
	Other Debtors	<u>415,679</u>	<u>130,293</u>
		<u>7,885,140</u>	<u>975,824</u>
		<b>2020</b>	<b>2019</b>
		£	£
<b>7.</b>	<b>Creditors: Amounts falling due within one year</b>		
	Amounts due to other PFA Funds	-	2,048,135
	Amounts due to PFA Charity	4,579,991	-
	Trade Creditors and Accrued Charges	5,362,690	284,319
	Other creditors	76,599	138,925
	Taxation and Social Security Costs	<u>1,769,754</u>	<u>235,980</u>
		<u>11,789,034</u>	<u>2,707,359</u>

Other creditors relate to an amount held for a third party and is also held in cash.

#### 8. Related Parties

Mr G Taylor is the Chief Executive of the PFA General Fund and the PFA Accident Fund.

Mr G Taylor and Mr D Wilson are senior officers of the PFA General Fund are also trustees of The PFA Charity.

Mr G Taylor and Mr D Wilson are senior officers of the PFA General Fund are also directors of PFA Enterprises Limited.

Expenses (salary and administration costs) incurred by the PFA are recharged to related entities as set out in the accounting policy. Properties are owned/leased by the various PFA entities and rent is charged as appropriate to reflect actual occupation of the properties.

Related transactions during the year were as follows:

	Expenses recharged 2020 £	Debtor 2020 £	Rent charged 2020 £	Creditor 2020 £
PFA Accident Fund	230,917	450,657	7,125	
PFA Charity	15,583	-	163,975	4,579,991
PFA Enterprises Limited	292,209	391,642		

	Expense recharged 2019 £	Debtor 2019 £	Rent Charged 2019 £	Creditor 2019 £
PFA Accident Fund	233,413	-	6,548	2,018,135
PFA Charity	6,356,058	422,906	268,759	-
PFA Enterprises Limited	255,037	260,811	-	-

## Professional Footballers' Association

### General Fund

#### Notes to the financial statements for the year ended 30 June 2020

#### 8. Related Parties (continued)

The PFA were keen to show their support to the NHS during the COVID-19 pandemic.

The Charity provided a donation of £1 million which was enhanced by a personal donation by Mr G Taylor, Chief Executive at the PFA of £275,000. This was in support of the Players Together Initiative.

The payment was advanced to the NHS before the balance sheet date and deducted from his salary payment in July 2020. So at 30 June 2020 a loan of £275,000 is recorded as being advanced to Mr G Taylor.

	2020 £	2019 £
<b>9. Financial Instruments</b>		
The carrying amount for each category of financial instrument is as follows:		
<b>Financial assets</b>		
Measured at fair value through statement of comprehensive income	<u>872,549</u>	<u>905,105</u>
Debt instruments measured at amortised cost	<u>5,326,641</u>	<u>1,184,094</u>
<b>Financial liabilities</b>		
Financial liabilities measured at amortised cost	<u>11,789,035</u>	<u>2,707,359</u>

Financial assets measured at fair value through the statement of comprehensive income comprise quoted fixed asset investments.

Financial assets that are debt instruments measured at amortised cost comprise cash at bank, bank deposits, trade debtors, other debtors, amounts due from PFA Enterprises Limited and amounts due from PFA Charity.

Financial liabilities measured at amortised cost comprise trade creditors, accruals, amounts due to other PFA Funds and taxation and social security costs.

## Accounting policies

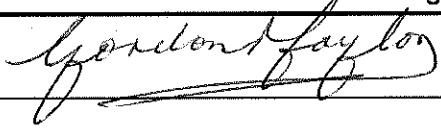
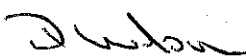
(see notes 84 and 85)

Attached

## Signatures to the annual return

(see notes 86 & 87)

Including the accounts and balance sheet contained in the return. Please copy and paste your electronic signature here

Secretary's Signature:		Chairman's Signature:	
			<small>(or other official whose position should be stated)</small>
Name:	Gordon Taylor OBE	Name:	Darren Wilson (Director of Finance)
Date:	BOTH NOVEMBER 2020	Date:	BOTH NOVEMBER 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	<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	



# 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)**

Attached

Signature(s) of auditor or auditors:

*Beever & Struthers*

Name(s):

Beever and Struthers

Profession(s) or Calling(s):

Statutory Auditors

Address(es):

St George's House

215-219 Chester Road

Manchester

Postcode

M15 4JE

Date

01/12/2020

Contact name for inquiries and telephone number:

Caroline Monk: 0161 832 4901

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

## **Professional Footballers' Association**

### **General Fund**

#### **Independent auditor's report to the management committee Year ended 30 June 2020**

##### **Opinion**

We have audited the financial statements of The Professional Footballers' Association – General Fund “the Association” for the year ended 30 June 2020 which comprise the Statement of Comprehensive Income, Balance Sheet and Cashflow Statement 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 Association's affairs as at 30 June 2020 and of its income and expenditure 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 Association 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 to you in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the Management Committee's use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the Management Committee has not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the Association'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.

## **Professional Footballers' Association**

### **General Fund**

#### **Independent auditor's report to the management committee (continued) Year ended 30 June 2020**

##### **Other information**

The other information comprises the information included in the Report of the Management Committee, other than the financial statements and our auditor's report thereon. The Management Committee is responsible for the other information. 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.

##### **Opinions on other matters**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Report of the Management Committee for the financial year for which the financial statements are prepared is consistent with the financial statements.

##### **Matters on which we are required to report by exception**

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

- a satisfactory system of control over transactions has not been maintained; or
- the Association has not kept proper accounting records; or
- the financial statements are not in agreement with the books of account; or
- we have not received all the information and explanations we require for our audit.

##### **Responsibilities of the Management Committee**

As explained more fully in the Statement of the Management Committee's Responsibilities set out on page 2, the Management Committee are 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 Management 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 Management Committee are responsible for assessing the Association'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 Management Committee either intend to liquidate the Association 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.

**Professional Footballers' Association**

**General Fund**

**Independent auditor's report to the members (continued)**  
**Year ended 30 June 2020**

**Auditor's responsibilities for the audit of the financial statements (continued)**

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's web-site at [www.frc.org.uk/auditorsresponsibilities](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 Association's members, as a body, in accordance with Section 36 of the Trade Union & Labour Relations (Consolidation) Act 1992. Our audit work has been undertaken so that we might state to the Association'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 Association and the Association's members as a body for our audit work, for this report, or for the opinions we have formed.

*Reeve & Struthers*

Beever and Struthers, Statutory Auditor  
St George's House  
215/219 Chester Road  
Manchester  
M15 4JE

Date: *19 November 2020*

## 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 (continued)**

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	<i>D Wilson</i>
Name	Darren Wilson
Office held	Director of Finance
Date	30 <sup>th</sup> November 2020.