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# FORM AR27

Trade Union and Labour Relations (Consolidation) Act 1992

## ANNUAL RETURN FOR AN EMPLOYERS' ASSOCIATION

Name of Employers' Association:

Year ended:

List No:

Head or Main Office:

Website address (if available)

Has the address changed during the year to which the return relates?    (Tick as appropriate)

General Secretary:

Contact name for queries regarding the completion of this return:

Telephone Number:

e-mail:

**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: 020 7210 3734

The address to which returns and other documents should be sent are:

**For Employers' Associations based in England and Wales:**  
Certification Office for Trade Unions and Employers' Associations  
22<sup>nd</sup> Floor, Euston Tower, 286 Euston Road, London NW1 3JJ

**For Employers' Associations based in Scotland:**  
Certification Office for Trade Unions and Employers' Associations  
Melrose House, 69a George Street, Edinburgh EH2 2JG

# RETURN OF MEMBERS

(see note 9)

NUMBER OF MEMBERS AT THE END OF THE YEAR				
Great Britain	Northern Ireland	Irish Republic	Elsewhere Abroad (including Channel Islands)	TOTALS
46				46

## OFFICERS IN POST

(see note 10)

Please attach as an annexe to this form a complete list of all officers in post at the end of the year to which this form relates, with the title of each persons office.

## CHANGE OF OFFICERS

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

Title of Office	Name of Officer ceasing to hold office	Name of Officer Appointed	Date of Change

DA/RC/4/6048

9<sup>th</sup> February 2021

Certificate Office for Trade  
Unions and Employers Associations  
Melrose House  
69A George Street  
Edinburgh  
EH2 2JG

Dear Sirs

**Banff & Moray Master Plumbing Association**

Please find enclosed AR27 duly completed and signed along with a copy of the constitution.

The current list of officers in post at 31 December 2019 were as follows:-

President	Mr R Duncan
Senior Vice President	Mr N Hadden
Junior Vice President	Mr R Leslie
Executive Committee	Mr R Leslie
	Mr A M McKerron
	Mr G G Milne
	Mr B J Yeats

Yours faithfully,

Encs.



# REVENUE ACCOUNT/GENERAL FUND

(see notes 11 to 16)

Previous Year		£	£
	<b>INCOME</b>		
2248	From Members                      Subscriptions, levies, etc		3154
14	Investment income    Interest and dividends (gross) Bank interest (gross) Other (specify)	11	11
2262	Other income            Rents received Insurance commission Consultancy fees Publications/Seminars Miscellaneous receipts (specify) Bank charges refunded		3165
<u>480</u>	Surplus at Presidents Cup Golf Outing	669	669
2742	<b>TOTAL INCOME</b>		3834
	<b>EXPENDITURE</b>		
	Administrative expenses		
2496	Remuneration and expenses of staff	2496	
210	Occupancy costs	210	
360	Printing, Stationery, Post Telephones	380	
3066	Legal and Professional fees Miscellaneous (specify)		3086
19	Other charges            Bank charges Depreciation Sums written off Affiliation fees Donations		
405	Conference and meeting fees Expenses	768	
356	Miscellaneous (specify) Deficit on Dinner Dance	999	
780	Presidents badge costs	37	
	Taxation		1804
3846	<b>TOTAL EXPENDITURE</b>		4890
(1104)	Surplus/Deficit for year		(1056)
12391	Amount of fund at beginning of year		11287
11287	Amount of fund at end of year		10231

# ACCOUNTS OTHER THAN THE 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>Expenditure</b>	Administrative expenses Other expenditure (specify)		
	<b>Total Expenditure</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>Expenditure</b>	Administrative expenses Other expenditure (specify)		
	<b>Total Expenditure</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 THE 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>Expenditure</b>	Administrative expenses Other expenditure (specify)		
	<b>Total Expenditure</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>Expenditure</b>	Administrative expenses Other expenditure (specify)		
	<b>Total Expenditure</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 THE 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>Expenditure</b>	Administrative expenses Other expenditure (specify)		
	<b>Total Expenditure</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>Expenditure</b>	Administrative expenses Other expenditure (specify)		
	<b>Total Expenditure</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 31/12/19

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(see notes 19 and 20)

Previous Year		£	£
	<b>Fixed Assets</b> (as at page 11)		
	<b>Investments</b> (as per analysis on page 13)		
	Quoted (Market value £            )		
	Unquoted		
	<b>Total Investments</b>		
	<b>Other Assets</b>		
1973	Sundry debtors	1230	
12656	Cash at bank and in hand	13099	
220	Stocks of goods	183	
	Others (specify)		
	<b>Total of other</b>		
	<b>assets</b>		
14849		<b>TOTAL ASSETS</b>	14512
	Revenue Account/General Fund		
	Revaluation Reserve		
	<b>Liabilities</b>		
	Sundry Expenses		
3562		4281	
3562		<b>TOTAL LIABILITIES</b>	4281
11287		<b>TOTAL ASSETS</b>	10231



# FIXED ASSETS ACCOUNT

(see note 21)

	Land & Buildings	Fixtures & Fittings	Motor Vehicles & Equipment	Total
	£	£	£	£
<b>COST OR VALUATION</b>				
At start of period				
Additions during period				
Less: Disposals during period				
Less: DEPRECIATION:				
Total to end of period				
<b>BOOK AMOUNT at end of period</b>				
Freehold				
Leasehold (50 or more years unexpired)				
Leasehold (less than 50 years unexpired)				
<b>AS BALANCE SHEET</b>				<b>0</b>

# ANALYSIS OF INVESTMENTS

(see note 22)

		Other Funds £
<b>QUOTED</b>	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	
<b>UNQUOTED</b>	British Government Securities	
	British Municipal and County Securities	
	Mortgages	
	Other unquoted securities (to be specified)	
	TOTAL QUOTED (as Balance Sheet)	0
	*Market Value of Unquoted Investments	0

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

# ANALYSIS OF INVESTMENT INCOME (CONTROLLING INTERESTS)

(see notes 23 to 25)

<b>Does the association, or any constituent part of the association, have a controlling interest in any limited company?</b>		YES	NO
If YES name the relevant companies:			
COMPANY NAME	COMPANY REGISTRATION NUMBER (if not registered in England & Wales, state where registered)		
<b>INCORPORATED EMPLOYERS' ASSOCIATIONS</b>			
<b>Are the shares which are controlled by the association registered in the association's name</b>		YES	NO
If NO, please state the names of the persons in whom the shares controlled by the association are registered.			
COMPANY NAME	NAMES OF SHAREHOLDERS		
<b>UNINCORPORATED EMPLOYERS ASSOCIATIONS</b>			
<b>Are the shares which are controlled by the association registered in the names of the association's trustees?</b>		YES	NO
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 26 to 35)

	All funds except Political Funds £	Political Funds £	Total Funds £
<b>INCOME</b>			
From Members	3154		3154
From Investments	11		11
Other Income (including increases by revaluation of assets)	669		669
<b>Total Income</b>	<b>3834</b>		<b>3834</b>
<b>EXPENDITURE</b> (including decreases by revaluation of assets)			
<b>Total Expenditure</b>	<b>4890</b>		<b>4890</b>
<b>Funds at beginning of year</b> (including reserves)	11287		11287
<b>Funds at end of year</b> (including reserves)	10231		10231
<b>ASSETS</b>			
Fixed Assets			
Investment Assets			10984
Other Assets			3528
		<b>Total Assets</b>	<b>14512</b>
<b>LIABILITIES</b>		<b>Total Liabilities</b>	<b>4281</b>
<b>NET ASSETS (Total Assets less Total Liabilities)</b>			<b>10231</b>

# ACCOUNTING POLICIES

(see notes 36)

## 1. ACCOUNTING POLICIES

### a. **General Information**

The organisation is an association of plumbing and mechanical services employers in the Banff and Moray area. The address of the registered office is 26-30 Marine Place, Buckie, AB56 1UT.

### b. **Statement of Compliance**

These financial statements have been prepared in compliance with Section 1A of FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland'.

### c. **Accounting Standards**

The financial statements have been prepared on the historical cost basis and in accordance with applicable accounting standards.

### d. **Revenue Recognition**

Annual subscriptions represent the rebate received from Scottish & Northern Ireland Plumbing Employers' Federation (SNIPEF) on subscriptions paid by members and is recognised when received from SNIPEF.

Interest income and transactions relating to the annual President's Cup Golf Outing and Dinner Dance are recognised on an accruals basis.

### e. **Presentation Currency**

As all of the group's income and profits are generated in the United Kingdom, Banff and Moray Master Plumbers Association present their financial statements in Great British Pounds.

### f. **Financial Instruments**

Financial instruments are classified and accounted for, according to the substance of the contractual arrangement, as financial assets, financial liabilities or equity instruments. An equity instrument is any contract that evidences a residual interest in the assets of the company after deducting all of its liabilities.

### g. **Cash and cash equivalents**

Cash and cash equivalents comprise cash on hand and current balances with banks and similar institutions which are readily convertible to known amounts of cash and which are subject to insignificant risk of changes in value.

# SIGNATURES TO THE ANNUAL RETURN

(see notes 39 and 40)

including the accounts and balance sheet contained in the return.

Secretary's Signature: <u><i>[Handwritten Signature]</i></u> Name: <u>David Anderson as a</u> <u>Partner - Citizens (A)</u> Date: _____ _____	Chairman's Signature: <u><i>[Handwritten Signature]</i></u> (or other official whose position should be stated) Name: <u>Bob Dunlop</u> Date: <u>12/1/21</u> _____
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## CHECK LIST

(see note 41)

(please tick as appropriate)

IS THE RETURN OF OFFICERS ATTACHED? (see Page 3)	YES	<input checked="" type="checkbox"/>	NO	
HAS THE RETURN OF CHANGE OF OFFICERS BEEN COMPLETED? (see Page 3)	YES	<input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>
HAS THE RETURN BEEN SIGNED? (see Note 38)	YES	<input checked="" type="checkbox"/>	NO	
HAS THE AUDITOR'S REPORT BEEN COMPLETED (see Note 39)	YES	<input checked="" type="checkbox"/>	NO	
IS A RULE BOOK ENCLOSED? (see Note 40)	YES	<input checked="" type="checkbox"/>	NO	
HAS THE SUMMARY SHEET BEEN COMPLETED (see Notes 6 and 25 to 34)	YES	<input checked="" type="checkbox"/>	NO	

# AUDITOR'S REPORT

(see notes 42 to 47)

made in accordance with section 36 of the Trade Union and Labour Relations (Consolidation) Act 1992.

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)

YES  NO

If "No" please explain below.

2. Have the auditors or auditor carried out such investigations in the preparation of their audit report as will enable them to form an opinion as to:
- (a) whether the trade union has kept proper accounting records in accordance with section 28 of the 1992 Act;
  - (b) whether it has maintained a satisfactory system of control over its transactions in accordance with the requirements of that section; and
  - (c) whether the accounts to which the report relates agree with the accounting records?
- (See section 36(3) of the 1992 Act, set out in note 43)

YES  NO

If "No" please explain below.

3. 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)

YES  NO

If "No" please explain below.

4. Please set out a copy of the report made by the auditors or auditor to the union on the accounts to which this AR27 relates. The report is to set out the basis upon which the audit has been conducted and/or such other statement as the auditor considers appropriate. Such a statement may be provided as a separate document.  
(See note 45)

## **Opinion**

We have audited the financial statements of Banff and Moray Master Plumbers Association for the year ended 31 December 2019 which comprise the income statement, statement of financial position and the related notes, 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 31 December 2019 and of its deficit for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Trade Unions 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 in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the members' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the members have 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.

## **Other information**

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The members are 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.

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

We are required by the Trade Union and Labour Relations (Consolidation) Act 1992 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 association has not kept proper accounting records.
- The accounts are not in agreement with the books of account.
- We have not received all the information and explanations we require for our audit.

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

### **Responsibilities of members**

The members 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 members 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 members 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 members 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.

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the members.
- Conclude on the appropriateness of the members' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the association to cease to continue as a going concern.

## AUDITOR'S REPORT (continued)


Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

### Use of our report

This report is made solely to the association's members, as a body, in accordance with the provisions of the Trade Union and 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.

Munro Rankine (Senior statutory auditor)  
 For and on behalf of Cathedral Accountancy Ltd.  
 Chartered Accountants  
 4 North Guildry Street  
 Elgin  
 Moray  
 IV30 1JR

Signature(s) of auditor or auditors:		
Name(s):	MUNRO RANKINE	
Profession(s) or Calling(s):	CHARTERED ACCOUNTANT	
Address(es):	4 NORTH GUILDRY ST. ELGIN IV30 1JR	
Date:	3/2/21	
Contact name and telephone number:	MUNRO RANKINE 01343 581572	

BANFF AND MORAY MASTER PLUMBERS ASSOCIATION

FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31 DECEMBER 2019

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**RITSONS**

Chartered Accountants

26-30 Marine Place

Buckie

Moray

AB56 1UT

BANFF AND MORAY MASTER PLUMBERS ASSOCIATION

FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2019

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BANFF AND MORAY MASTER PLUMBERS ASSOCIATION

OFFICERS, PROFESSIONAL ADVISERS AND ASSOCIATIONS

Committee members	Mr R Duncan (President) Mr N Hadden (Senior Vice President) Mr R Leslie (Junior Vice President) Mr R Leslie (Executive Committee) Mr A M McKerron (Executive Committee) Mr G Milne (Executive Committee) Mr B J Yeats (Executive Committee)
Association number	CO/5084E
Registered office	26-30 Marine Place Buckie, Moray AB56 1UT
Accountants	Ritsons Chartered Accountants 26-30 Marine Place Buckie, Moray AB56 1UT
Auditors	Mr M Rankine Cathedral Accountancy Ltd. Chartered Accountants 4 North Guildry Street Elgin, Moray IV30 1JR
Bankers	Royal Bank of Scotland High Street Elgin Moray IV30 1DL

INDEPENDENT AUDITORS' REPORT

TO THE MEMBERS OF BANFF AND MORAY MASTER PLUMBERS ASSOCIATION

**Opinion**

We have audited the financial statements of Banff and Moray Master Plumbers Association for the year ended 31 December 2019 which comprise the income statement, statement of financial position and the related notes, 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 31 December 2019 and of its deficit for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Trade Unions 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 in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the members' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the members have 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.

INDEPENDENT AUDITORS' REPORT

TO THE MEMBERS OF BANFF AND MORAY MASTER PLUMBERS ASSOCIATION

**Other information**

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The members are 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.

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

We are required by the Trade Union and Labour Relations (Consolidation) Act 1992 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 association has not kept proper accounting records.
- The accounts are not in agreement with the books of account.
- We have not received all the information and explanations we require for our audit.

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

**Responsibilities of members**

The members 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 members 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 members 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 members either intend to liquidate the association or to cease operations, or have no realistic alternative but to do so.

INDEPENDENT AUDITORS' REPORT

TO THE MEMBERS OF BANFF AND MORAY MASTER PLUMBERS ASSOCIATION

**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.

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the members.
- Conclude on the appropriateness of the members' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the association to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



INDEPENDENT AUDITORS' REPORT

TO THE MEMBERS OF BANFF AND MORAY MASTER PLUMBERS ASSOCIATION

**Use of our report**

This report is made solely to the association's members, as a body, in accordance with the provisions of the Trade Union and 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.



Munro Rankine (Senior statutory auditor)  
For and on behalf of Cathedral Accountancy Ltd.  
Chartered Accountants  
4 North Guildry Street  
Elgin  
Moray  
IV30 1JR

14/3/20

BANFF AND MORAY MASTER PLUMBERS ASSOCIATION

INCOME STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2019

	<u>2019</u>		<u>2018</u>	
	£	£	£	£
<u>INCOME</u>				
Annual subscriptions		3,154		2,248
Bank and Building Society interest		11		14
Surplus on President's Cup Golf outing		669		480
		-----		-----
		3,834		2,742
 <u>EXPENDITURE</u>				
Salary of officials	2,496		2,496	
Postage, stationery, telephone, etc	210		210	
Audit fee	380		360	
Expenses of meetings	768		405	
Insurance	-		-	
Bank charges			19	
President badge costs	37		-	
Deficit on Dinner Dance	999		356	
		-----		-----
		4,890		3,846
		-----		-----
(DEFICIT) FOR YEAR		(1,056)		(1,104)
		=====		=====

The Association has no recognised gains or losses other than those included in the deficit above and therefore no separate statement of total gains and losses has been presented.

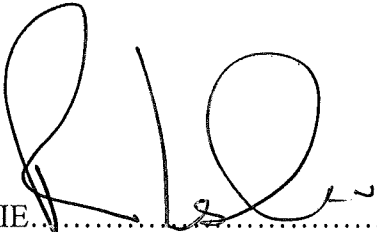
All of the activities of the Association are classed as continuing.

The notes on pages 8 & 9 form part of these financial statements.

BANFF AND MORAY MASTER PLUMBERS ASSOCIATION

STATEMENT OF FINANCIAL POSITION AS AT 31 DECEMBER 2019

	<u>Note</u>		<u>2019</u>		<u>2018</u>
		£	£	£	£
<u>CURRENT ASSETS</u>					
Royal Bank of Scotland		2,115		1,683	
Dunfermline Building Society		10,984		10,973	
Debtors		1,230		1,973	
Stock of Presidents Badge Pins		183		220	
		-----		-----	
		14,512		14,849	
<u>LESS CURRENT LIABILITIES</u>					
Creditors - amounts falling due within one year	2	4,218		3,562	
		-----	10,231	-----	11,287
			-----		-----
			10,231		11,287
			=====		=====
Revenue Reserve brought forward			11,287		12,391
Deficit for year			(1,056)		(1,104)
			-----		-----
			10,231		11,287
			=====		=====

  
R LESLIE.....

  
R DUNCAN.....

14/3/20

The notes on pages 8 & 9 form part of these financial statements

BANFF AND MORAY MASTER PLUMBERS ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

1. ACCOUNTING POLICIES

**a. General Information**

The organisation is an association of plumbing and mechanical services employers in the Banff and Moray area. The address of the registered office is 26-30 Marine Place, Buckie, AB56 1UT.

**b. Statement of Compliance**

These financial statements have been prepared in compliance with Section 1A of FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland'.

**c. Accounting Standards**

The financial statements have been prepared on the historical cost basis and in accordance with applicable accounting standards.

**d. Revenue Recognition**

Annual subscriptions represent the rebate received from Scottish & Northern Ireland Plumbing Employers' Federation (SNIPEF) on subscriptions paid by members and is recognised when received from SNIPEF.

Interest income and transactions relating to the annual President's Cup Golf Outing and Dinner dance are recognised on an accruals basis.

**e. Presentation Currency**

As all of the group's income and profits are generated in the United Kingdom, Banff and Moray Master Plumbers Association present their financial statements in Great British Pounds.

**f. Financial Instruments**

Financial instruments are classified and accounted for, according to the substance of the contractual arrangement, as either financial assets, financial liabilities or equity instruments. An equity instrument is any contract that evidences a residual interest in the assets of the company after deducting all of its liabilities.

**g. Cash and cash equivalents**

Cash and cash equivalents comprise cash on hand and current balances with banks and similar institutions, which are readily convertible to known amounts of cash and which are subject to insignificant risk of changes in value.

BANFF AND MORAY MASTER PLUMBERS ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (continued)

2. CREDITORS - Amounts falling due within one year

	<u>2019</u>	<u>2018</u>
	£	£
Accruals	4,248	3,562
	====	====