



**Statement of Assets and Liabilities 31st March 2020**

	31/03/2019	31/03/2020
Fund balance brought forward	£ 96,119.71	£ 88,919.41
Add surplus (less deficit) for the year	(£ 7,200.30)	£ 4,103.01
Fund balance carried forward	<u>£ 88,919.41</u>	<u>£ 93,022.42</u>

<b><u>Represented by</u></b>	31/03/2020
Bank Current Account - Unity Trust	£ 35,913.28
Bank Current Account - Triodos	£ 8.50
Bank Fixed Term Deposit Account - Triodos	£ 57,100.64
	<u>£ 93,022.42</u>

This financial statement has been prepared by the Treasurer of the Staff Association. It has been reviewed by John Baldwin of Baldwin & Co. Chartered Certified Accountants.

  
Charles Morgan  
Treasurer  
RSPB Staff Association

  
John Baldwin  
Baldwin & Co Chartered Certified Accountants

## Income and Expenditure Account to 31<sup>st</sup> March 2020

<u>INCOME</u>	<u>2019/20</u>	<u>2018/19</u>
Subscriptions	£ 10,415.26	£ 11,591.40
Activities		
Pilates	£ 2,351.00	£ 2,534.00
Benefits		
Club Grants	£ 517.00	-
	£ 13,283.26	£ 14,125.40
Interest Received (net)	£ 621.27	£ 944.10
RSPB Contribution	-	£ 7,580.78
	£ 13,904.53	£ 22,650.28
<u>EXPENDITURE</u>	<u>2019/20</u>	<u>2018/19</u>
<b>Benefits to Members</b>		
Membership Support	£ 1,764.00	£ 7,836.00
Travel & Subsistence	-	£ 630.78
Wages and Salaries	-	£ 5,700.00
Club Grants	£ 493.94	£ 975.75
Edenred Discount Scheme	£ 3,484.80	£ 4,500.00
<u>Activities</u>		
Pilates	£ 2,886.00	£ 2,740.00
	£ 2,886.00	£ 2,740.00
	£ 8,628.74	£ 22,382.53
<b>Administrative Expenses</b>		
Wages and Salaries	-	£ 2,250.00
Audit	£ 900.00	£ 900.00
Travel & Subsistence	£ 84.80	£ 1,993.50
Training	-	£ 1,102.00
Office Expenses	£ 187.98	£ 1,222.55
	£ 1,172.78	£ 7,468.05
	£ 9,801.52	£ 29,850.58
<b>Surplus (Deficit) of Income over Expenditure</b>	£ 4,103.01	(£ 7,200.30)

**Note:**

2018/19 figures include the honorariums and expenses of some officers of the association which are paid for by the RSPB, rather than being paid out of the association's own funds. These amounts are included under both "Income" (RSPB Contribution) and "Expenditure", with the total income and expenditure amounts being equal. From 2019/20 onwards, this "in-kind" contribution to the association from the RSPB is no longer included in the accounts, which now represent solely the income and expenditure of the association's own funds. Although the honorariums for two officers of the association in post during 2019/20 were due to be paid out of the association's own funds, these are not included in the 2019/20 expenditure figures as the payments were made after 31 March 2020.

## Statement to Members

Issued in connection with the Annual Return for the Period ended 31 March 2020 as required by Section 32A of the Trade Union and Labour Relations (Consolidation) Act 1992.

### **Income and Expenditure**

The total income for the period was £13,905. This amount included payments of £10,415 in respect of membership subscriptions. The total expenditure for the period was £9,802. We do not maintain a political fund.

### **Payments to the Chair, Officers and Committee**

Chair *	£1,200	Policy and Advocacy Team Leader *	£750
Deputy Chair *	£750	Regional Team Leader *	£750
Communications Team Leader *	£750	Minutes Secretary *	£500
Finance and Admin Team Leader *	£750	Membership Coordinator **	£500
Membership Support Team Leader *	£750	Treasurer ***	£500
Activities and Benefits Team Leader *	£750		

\* Post funded by RSPB (not included in this statement)

\*\* Post funded 50% by RSPB (not included in this statement) / 50% by Staff Association#

\*\*\* Post funded by Staff Association#

#This expenditure occurred after 31 March 2020 and will therefore be included in the next statement

### **Irregularity statement**

A member who is concerned that some irregularity may be occurring, or have occurred, in the conduct of the financial affairs of the union may take steps with a view to investigating further, obtaining clarification and, if necessary, securing regularisation of that conduct.

The member may raise any such concern with such one or more of the following as it seems appropriate to raise it with: the officials of the union, the trustees of the property of the union, the auditor or auditors of the union, the Certification Officer (who is an independent officer appointed by the Secretary of State) and the police.


Where a member believes that the financial affairs of the union have been or are being conducted in breach of the law or in breach of the rules of the union and contemplates bringing civil proceedings against the union or responsible officials or trustees, he should consider obtaining independent legal advice.

### **Accountants Report**

We have reviewed the financial statements in accordance with the auditing standards issued by the auditing practices board

An audit includes examination of evidence relevant to the amounts and disclosures in the financial statements and of whether the accounting policies are appropriate to the association's circumstances, consistently applied and adequately disclosed

In our opinion the financial statements give a fair and true view of the state of affairs of the association as at 31 March 2020 and of its surplus for the year then ended, and have been prepared properly.

  
BALDWIN & CO.  
CHARTERED CERTIFIED ACCOUNTANTS  
21 LONDON ROAD, BIGGLESWADE  
BEDFORDSHIRE SG18 8ED

DATE: 20/4/20