

# Form AR27

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

### Annual Return for an Employers' Association

Name of Employers' Association:

GLASGOW & WEST OF SCOTLAND  
SOUTHERN COUNTIES

Year ended:

31ST DECEMBER 2020

List No:

Head or Main Office:

THE GARAGE

CROCKETFORD

DUMFRIES

Postcode

DG2 8RA

Website address (if available)

[info@johnstone-plumbing.co.uk](mailto:info@johnstone-plumbing.co.uk)

Has the address changed during the year to which the return relates?

Yes

No

('X' in appropriate box)

General Secretary:

Kay Johnstone

Contact name for queries regarding the completion of this return:

Kay Johnstone

Telephone Number:

01556 690242

E-mail:

[info@johnstone-plumbing.co.uk](mailto:info@johnstone-plumbing.co.uk)

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

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

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

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

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

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# Return of Members

(see note 9)

Number of members at the end of the year				
Great Britain	Northern Ireland	Irish Republic	Elsewhere Abroad (Including Channel Islands)	Totals
23				23

## 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
Chairperson		Craig McRobert	n/a
Secretary		Kay Johnstone	n/a
Vice chairperson		Paula Livingstone	n/a
Committee members		Mark Johnstone	n/a
		Steven Livingstone	n/a
		Ian Lewis	n/a
		Walter McRobert	n/a



## Revenue Account / General Fund

(see notes 11 to 16)

Previous Year		£	£	
473	<b>Income</b>			
	From Members      Subscriptions, levies, etc	1,705	1,705	
	Investment income			
	Interest and dividends (gross)			
	Bank interest (gross)			
	Other (specify)			
	<b>Total Investment Income</b>			
	Other Income			
	Rents received			
	Insurance commission			
	Consultancy fees			
	Publications/Seminars			
	Miscellaneous receipts (specify)			
	<b>Total of other income</b>			
	<b>Total income</b>		1,705	
		<b>Interfund Transfers IN</b>		
	2	<b>Expenditure</b>		
		Administrative expenses		
		Remuneration and expenses of staff	600	600
		Occupancy costs		
Printing, Stationery, Post				
Telephones				
Legal and Professional fees				
Miscellaneous (specify)				
Meeting expenses		249	249	
<b>Total of Admin expenses</b>			849	
962	Other Charges			
	Bank charges			
	Depreciation			
	Sums written off			
	Affiliation fees			
	Donations			
	Conference and meeting fees			
	Expenses			
	Miscellaneous (specify)			
	<b>Total of other charges</b>			
Taxation				
<b>Total expenditure</b>		849		
	<b>Interfund Transfers OUT</b>			
<b>Surplus/Deficit for year</b>		856		
<b>Amount of fund at beginning of year</b>		2,941		
<b>Amount of fund at end of year</b>		3,797		

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

(see notes 17 to 18)

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

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

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

(see notes 17 to 18)

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

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

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

(see notes 17 to 18)

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

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



**Balance Sheet as at [ ]**

(see notes 19 and 20)

Previous Year		£	£
	<b>Fixed Assets</b> (as at Page 8)		
	<b>Investments</b> (as per analysis on page 9)		
	Quoted (Market value £ ) as at Page 9		
	Unquoted (Market value £ ) as at Page 9		
	<b>Total Investments</b>		
	<b>Other Assets</b>		
	Sundry debtors		
	Cash at bank and in hand	3,797	3,797
	Stocks of goods		
	Others (specify)		
	<b>Total of other assets</b>	3,797	3,797
	<b>Total Assets</b>		3,797
2,941	Revenue Account/ General Fund	3,797	
	Revaluation Reserve		
	<b>Liabilities</b>		
	<b>Total Liabilities</b>		
	<b>Total Assets</b>		3,797

## Fixed Assets account

(see note 21)

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

# Analysis of Investments

(see note 22)

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

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

## Analysis of investment income (Controlling interests)

(see note 23)

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

Yes

No

If Yes name the relevant companies:

Company name

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

### Incorporated Employers' Associations

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

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

### Unincorporated Employers' Associations

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

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 24 to 33)

	All Funds	Total Funds
		£
<b>Income</b>		
From Members	1,705	1,705
From Investments		
Other Income (including increases by revaluation of assets)		
<b>Total Income</b>	1,705	1,705
<b>Expenditure</b> (including decreases by revaluation of assets)		
<b>Total Expenditure</b>	849	849
<b>Funds at beginning of year</b> (including reserves)	2,941	2,941
<b>Funds at end of year</b> (including reserves)	3,797	3,797
<b>ASSETS</b>		
Fixed Assets		
Investment Assets		
Other Assets		3,797
<b>Total Assets</b>		3,797
<b>Liabilities</b>	<b>Total Liabilities</b>	
<b>Net Assets (Total Assets less Total Liabilities)</b>		3,797

# Notes to the accounts

(see note 34)

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

Current officers listed on page 2, no change from previous year

# Accounting policies

(see notes 35 & 36)

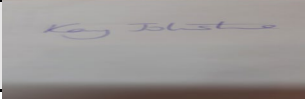
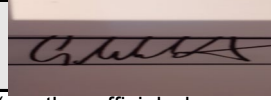


## Signatures to the annual return

(see notes 37 and 38)

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

**Please copy and paste your electronic signature here**

Secretary's Signature:		Chairman's Signature:	
			(or other official whose position should be stated)
Name:	Kay Johnstone	Name:	CRAIG MCROBERT
Date:	11 August 2021	Date:	11 August 2021

## Checklist

(see note 39)

(please enter 'X' as appropriate)

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

## Checklist for auditor's report

(see notes 41 to 44)

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

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

Please explain in your report overleaf or attached.

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

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

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

Please explain in your report overleaf or attached.

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

**In our opinion the financial statements:**

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



## Auditor's report (continued)

In my view this statement of account shows a true and fair view of the financial position of the Southern Counties Branch of SNIPEF GLASGOW AND WEST SCOTLAND and the TU Act 1992

Signature(s) of auditor or auditors:



Name(s):

ELIZABETH LAMONT

Profession(s) or Calling(s):

ACCOUNTS ASSISTANT

Address(es)

SOFALA, CROCKETFORD,  
DUMFRIES, DG2 8RA

Date:

11 August 2021

Contact name for enquiries and telephone number:

1556690242

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