

Form AR27

Trade Union and Labour Relations (Consolidation) Act 1992

Annual Return for an Employers' Association

Name of Employers' Association:	FEDERATION OF WINDOW CLEANERS				
Year ended:	31st DECEMBER 2020				
List No:	FTU69				
Head or Main Office:	SUMMERFIELD HOUSE				
	HARROGATE ROAD				
	REDDISH				
	STOCKPORT				
	CHESHIRE				
	Postcode	SK5 6HQ			
Website address (if available)	www.f-w-c.co.uk				
Has the address changed during the year to which the return relates?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	('X' in appropriate box)
General Secretary:	BERYL MURRAY				
Contact name for queries regarding the completion of this return:	BERYL MURRAY				
Telephone Number:	0161 432 8754				
E-mail:	beryl@f-w-c.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

For Employers' Associations based in Scotland: 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
726	11		1	738

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

Revenue Account / General Fund

(see notes 11 to 16)

Previous Year			£	£
	Income			
93,972	From Members	Subscriptions, levies, etc	92,447	92,447
	Investment income	Interest and dividends (gross)		
280		Bank interest (gross)	107	107
		Other (specify)		
2,142		Dividends	1,118	1,118
6,463		Profit/Loss on Sale of investments	4,009	4,009
		Total Investment Income	5,234	5,234
8,885	Other Income	Rents received		
		Insurance commission		
		Consultancy fees		
		Publications/Seminars		
		Miscellaneous receipts (specify)		
		Government grants	18,777	18,777
11,980		Commission	9,350	9,350
19,034		Sale of goods	21,654	21,654
		Total of other income		49,781
31,014		Total income		147,462
133,871		Interfund Transfers IN		
	Expenditure			
92,962	Administrative expenses	Remuneration and expenses of staff	93,941	93,941
14,434		Occupancy costs	13,000	13,000
4,577		Printing, Stationery, Post	3,769	3,769
2,106		Telephones	1,441	1,441
4,130		Legal and Professional fees	4,482	4,482
		Miscellaneous (specify)		
2,686		Legal Aid	2,810	2,810
339		Sundry	450	450
2,700		Advertising	1,845	1,845
		Total of Admin expenses		121,738
123,934	Other Charges	Bank charges	841	841
3,095		Depreciation	2,567	2,567
3,424		Sums written off		
		Affiliation fees	1,568	1,568
1,284		Donations		
		Conference and meeting fees		
		Expenses		
		Miscellaneous (specify)		
7,072		Computer expenses	8,365	8,365
1,641		Loan interest	1,224	1,224
		Total of other charges		14,565
16,516		Taxation	1,919	1,919
53		Total expenditure		138,222
140,503		Interfund Transfers OUT		
-6,632		Surplus/Deficit for year		9,240
397,441		Amount of fund at beginning of year		390,809
390,809		Amount of fund at end of year		400,049

Balance Sheet as at [31st December 2020]

(see notes 19 and 20)

Previous Year		£	£
213,855	Fixed Assets (as at Page 8)	211,288	211,288
	Investments (as per analysis on page 9)		
66,426	Quoted (Market value £ 81,842) as at Page 9		77,782
	Unquoted (Market value £) as at Page 9		
66,426	Total Investments	77,782	77,782
	Other Assets		
17,759	Sundry debtors	14,555	14,555
137,986	Cash at bank and in hand	128,487	128,487
24,096	Stocks of goods	26,123	26,123
	Others (specify)		
179,841	Total of other assets	169,165	169,165
	Total Assets		458,235
390,809	Revenue Account/ General Fund	400,049	
	Revaluation Reserve		
	Liabilities		
56,173	Loans	48,801	
13,140	Sundry Creditors	9,385	
	Total Liabilities		58,186
	Total Assets		458,235

Fixed Assets account

(see note 21)

	Land and Buildings	Fixtures & Fittings	Motor Vehicles & Equipment	Total £
Cost or Valuation				
At start of period	203,584	25,605	49,408	278,597
Additions during period				
Less: Disposals				
Less: Depreciation		-25,454	-41,855	-67,309
Total to end of period	203,584	151	7,553	211,288
Book Amount at end of period	203,584	151	7,553	211,288
Freehold	203,584			203,584
Leasehold (50 or more years unexpired)				
Leasehold (less than 50 years unexpired)				
Total of Fixed Assets	203,584	151	7,553	211,288

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)	
	Listed Shares	77,782
	Total Quoted (as Balance Sheet)	77,782
	Market Value of Quoted Investments	81,842
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

Summary Sheet

(see notes 24 to 33)

	All Funds	Total Funds
		£
Income		
From Members	92,447	92,447
From Investments	5,234	5,234
Other Income (including increases by revaluation of assets)	49,781	49,781
Total Income	147,462	147,462
Expenditure (including decreases by revaluation of assets)		
Total Expenditure	138,222	138,222
Funds at beginning of year (including reserves)	390,809	390,809
Funds at end of year (including reserves)	400,049	400,049
ASSETS		
Fixed Assets		211,288
Investment Assets		77,782
Other Assets		169,165
Total Assets		458,235
Liabilities		
Total Liabilities		58,186
Net Assets (Total Assets less Total Liabilities)		9,240

Summary Sheet

(see notes 24 to 33)

		All Funds	Total Funds
		£	£
Income			
From Members			
From Investments			
Other Income (including increases by revaluation of assets)			
Total Income			
Expenditure (including decreases by revaluation of assets)			
Total Expenditure			
Funds at beginning of year (including reserves)			
Funds at end of year (including reserves)			
ASSETS			
		Fixed Assets	
		Investment Assets	
		Other Assets	
		Total Assets	
Liabilities			
		Total Liabilities	
Net Assets (Total Assets less Total Liabilities)			

Notes to the accounts

(see note 34)

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

Accounting policies

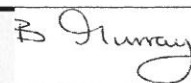

(see notes 35 & 36)

Signatures to the annual return

(see notes 37 and 38)

Including the accounts and balance sheet contained in the return.

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:	BERYL MURRAY	Name:	Andrew Lee
Date:	4th May 2021	Date:	6th May 2021

Checklist

(see note 39)

(please enter 'X' as appropriate)

Is the return of officers attached? (see Page 2)	Yes		No	
Has the list of officers been completed? (see Page 2A)	Yes		No	
Has the return been signed? (see Note 37)	Yes		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)

WE HAVE AUDITED THE FINANCIAL STATEMENTS IN ACCORDANCE WITH THE REQUIRMENTS OF THE SECION 28, 32 AND 36 OF TRADE UNION AND LABOUR (CONSOLIDATION) ACT 1992. IN OUR OPINION THE FINANCIAL STATEMENTS GIVE A TRUE AND FAIR VIEW OF THE FEDERATIONS FINANCIAL AFFAIRS AT 31ST DECEMBER 2020 AND OF ITS TRANSACTIONS OF THE YEAR THEN ENDED.

Signature(s) of auditor or auditors:	<i>D A Savidge</i>	
Name(s):	David Savidge	
Profession(s) or Calling(s):	F.C.C.A.	
Address(es)	Allen Mills Howard & co 48 Union street Hyde SK14 1ND	
Date:	7th May 2021	
Contact name for enquiries and telephone number:	0161 366 6535	

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