

Form AR21

Trade Union and Labour Relations (Consolidation) Act 1992

Annual Return for a Trade Union

Name of Trade Union:	The Society of Authors		
Year ended:	31.12.2021		
List no:	577		
Head or Main Office address:	24 Bedford Row		
	London		
Postcode	WC1R 4EH		
Website address (if available)	https://www2.societyofauthors.org/		
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:	Nicola Solomon		
Telephone Number:	02038802230		
Contact name for queries regarding the completion of this return	Katharine King		
Telephone Number:	02038802230		
E-mail:	kking@societyofauthors.org		

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

For Unions based in Scotland: ymw@tcyoung.co.uk

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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	3,786	25	32	269	4,112
Female	5,519	40	45	388	5,992
Other	1,541	12	11	78	1,642
Total	10,846	77	88	735	A 11,746

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

11,600

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

12

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
Director	K Quarmby		09.09.2021
Director	W Phoenix	C H Harris	19.11.2021
Director	S J Collett	J E Souch	19.11.2021
Director		T J F Tate	19.11.2021

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
J M S Harris	Director Re-elected 19.11.2020
P Womack	Director Re-elected 19.11.2020
M H P Roberts	Director Re-elected 19.11.2021
V Fox O'Loughlin	Director 21.11.2019
A M Longstaff	Director 21.11.2019
S P Cann	Director 21.11.2019
D Koomson	Director 19.11.2020
A Rooney	Director 19.11.2020
M E Skea	Director 19.11.2020
C H Harris	Director 19.11.2021
J E Souch	Director 19.11.2021
T J F Tate	Director 19.11.2021

General Fund

(see notes 13 to 18)

	£	£
Income		
From Members: Contributions and Subscriptions		1,067,432
From Members: Other income from members (specify)		
Total other income from members		
Total of all income from members		1,067,432
Investment income (as at page 12)		128,249
Other Income		
Income from Federations and other bodies (as at page 4)		
Income from any other sources (as at page 4)	662,618	
Total of other income (as at page 4)		662,618
Total income		1,858,299
Interfund Transfers IN		
Expenditure		
Benefits to members (as at page 5)		143,609
Administrative expenses (as at page 10)		1,602,584
Federation and other bodies (specify)		
Total expenditure Federation and other bodies		
Taxation		30,708
Total expenditure		1,776,901
Interfund Transfers OUT		
Surplus (deficit) for year		81,398
Amount of general fund at beginning of year		9,623,212
Amount of general fund at end of year		9,704,610

Analysis of income from federation and other bodies and other income

(see notes 19 and 20)

Description	£
Federation and other bodies	
Total federation and other bodies	
Any Other Sources	
Commission on Royalties	51,307
Royalties	50,505
Management Fees	172,842
Other Income	19,862
Donations and Legacies	145,341
Investment gains	213,340
Grants from the Foundation Fund	9,421
Total other sources	662,618
Total of all other income	662,618

Analysis of benefit expenditure shown at the General Fund

(see notes 21 to 23)

			£
Representation – Employment Related Issues		brought forward	116,497
		Advisory Services	
Representation – Non Employment Related Issues		Other Cash Payments	
		Education and Training services	
Communications			
Postage and communications	25,014		
Printing and stationery	2,055		
Publications and guides	89,428		
		Negotiated Discount Services	
Dispute Benefits			
		Other Benefits and Grants (specify)	
		AGM and events	16,722
		Group activities	10,390
carried forward	116,497	Total (should agree with figure in General Fund)	143,609

(See notes 21 and 23)

Fund 2		Fund Account	
Name:		£	£
Income	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	Total other income as specified		
	Total Income		
	Interfund Transfers IN		
Expenditure	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	Total Expenditure		
	Interfund Transfers OUT		
	Surplus (Deficit) for the year		
	Amount of fund at beginning of year		
	Amount of fund at the end of year (as Balance Sheet)		
	Number of members contributing at end of year		

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

(See notes 21 and 23)

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

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

(See notes 21 and 23)

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

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

(See notes 21 and 23)

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

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

Political fund account

(see notes 24 to 33)

£

£

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

Political fund account expenditure (b)

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 of money on the provision of any services or property for use by or on behalf of any political party

Name of political party to which payment was made	Total amount paid during the period
	£
Total	

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))	£
Total			

Political fund account expenditure (d)

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 on the maintenance of any holder of political office	
Name of office holder	£
Total	

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	£
Total	

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)

	£
Administrative Expenses	
Remuneration and expenses of staff	1,119,257
Salaries and Wages included in above	942,695
Auditors' fees	10,975
Legal and Professional fees	42,736
Occupancy costs	84,338
Stationery, printing, postage, telephone, etc.	96,613
Expenses of Executive Committee (Head Office)	875
Expenses of conferences	
Other administrative expenses (specify)	
Affiliation fees	7,695
Repairs and maintenance	34,616
Training costs	4,773
Other Outgoings	
Depreciation on plant & machinery	31,525
Amortisation	1,734
Outgoings on land and buildings (specify)	
Freehold property depreciation	149,207
Other outgoings (specify)	
Irrecoverable VAT	18,240
tretert	
Total	1,602,584
Charged to:	
General Fund (Page 3)	1,602,584
Total	1,602,584

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	
	£	£	£	£	£	
Secretary	109,793	13,933	9,971	Medical Insurance	1,492	135,189

Analysis of investment income

(see notes 47 and 48)

	Political Fund £		Other Fund(s) £
Rent from land and buildings			81,374
Dividends (gross) from:			
Equities (e.g. shares)			45,095
Interest (gross) from:			
Government securities (Gilts)			
Mortgages			
Local Authority Bonds			
Bank and Building Societies			1,780
Other investment income (specify)			
			128,249
		Total investment income	128,249
		Credited to:	
		General Fund (Page 3)	128,249
		Political Fund	
		Total Investment Funds	128,249

Balance sheet as at

31 December 2021

(see notes 49 to 52)

Previous Year		£	£
7,677,837	Fixed Assets (at page 14)		7,520,483
2,340,148	Investments (as per analysis on page 15)		
	Quoted (Market value £ (2,547,881)		2,547,881
	Unquoted		
	Total Investments		2,547,881
	Other Assets		
	Loans to other trade unions		
103,541	Sundry debtors		105,315
512,615	Cash at bank and in hand		632,170
	Income tax to be recovered		
	Stocks of goods		
	Others (specify)		
616,156	Total of other assets		737,485
10,634,141	Total assets		10,805,849
9,623,212	General fund (page 3)		9,704,610
	Liabilities		
	Amount held on behalf of central trade union political fund		
£34,835	Tax payable		43,940
£246,767	Provisions		277,475
£729,327	Other Liabilities		779,824
	Total liabilities		1,101,239
£10,634,141	Total assets		10,805,849

Fixed assets account

(see notes 53 to 57)

	Land and Buildings		Furniture and Equipment £	Motor Vehicles £	Not used for union business £	Total £
	Freehold £	Leasehold £				
Cost or Valuation						
At start of year	5,412,390		95,504		2,446,548	7,954,442
Additions			25,112			25,112
Disposals						
Revaluation/Transfers						
At end of year	5,412,390		120,616		2,446,548	7,979,554
Accumulated Depreciation						
At start of year	225,772		50,833			276,605
Charges for year	149,207		33,259			182,466
Disposals						
Revaluation/Transfers						
At end of year	374,979		84,092			459,071
Net book value at end of year	5,037,411		36,524		2,446,548	7,520,483
Net book value at end of previous year	5,186,618		44,671		2,446,548	7,677,837

Analysis of investments

(see notes 58 and 59)

Quoted	All Funds Except Political Funds £	Political Fund £
Equities (e.g. Shares)		
Government Securities (Gilts)		
Other quoted securities (to be specified)		
Managed funds	2,542,614	
Cash	5,267	
Total quoted (as Balance Sheet)	2,547,881	
Market Value of Quoted Investment	2,547,881	
Unquoted		
Equities		
Government Securities (Gilts)		
Mortgages		
Bank and Building Societies		
Other unquoted investments (to be specified)		
Total unquoted (as Balance Sheet)		
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 <input type="checkbox"/>	No <input checked="" type="checkbox"/>
------------------------------	--

If YES name the relevant companies:

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

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

Yes <input type="checkbox"/>	No <input type="checkbox"/>
------------------------------	-----------------------------

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

Company name	Names of shareholders

Summary sheet

(see notes 62 to 73)

	All funds except Political Funds	Political Funds £	Total Funds £
Income			
From Members	1,067,432		1,067,432
From Investments	128,249		128,249
Other Income (including increases by revaluation of assets)	662,618		662,618
Total Income	1,858,299		1,858,299
Expenditure (including decreases by revaluation of assets)			
Total Expenditure	1,776,901		1,776,901
Funds at beginning of year (including reserves)	9,623,212		9,623,212
Funds at end of year (including reserves)	9,704,610		9,704,610
Assets			
Fixed Assets			7,520,483
Investment Assets			2,547,881
Other Assets			737,485
		Total Assets	10,805,849
Liabilities		Total Liabilities	1,101,239
Net Assets (Total Assets less Total Liabilities)			9,704,610

Summary sheet

(see notes 62 to 73)

	All funds except Political Funds £	Political Funds £	Total Funds £
Income			
From Members	1,067,432		1,067,432
From Investments	128,249		128,249
Other Income (including increases by revaluation of assets)	662,618		662,618
Total Income	1,858,299		1,858,299
Expenditure (including decreases by revaluation of assets)			
Total Expenditure	1,776,901		1,776,901
Funds at beginning of year (including reserves)	9,623,212		9,623,212
Funds at end of year (including reserves)	9,704,610		9,704,610
Assets			
Fixed Assets			7,520,483
Investment Assets			2,547,881
Other Assets			737,485
		Total Assets	10,805,849
Liabilities		Total Liabilities	1,101,239
Net Assets (Total Assets less Total Liabilities)			9,704,610

(see notes 74 to 80)

Did the union hold any ballots in respect of industrial action during the return period?	No
If Yes How many ballots were held: <input style="width: 50px;" type="text"/>	
For each ballot held please complete the information below:	
Ballot 1	
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"/> ¹
Number of individuals answering "No" to the question	<input style="width: 80px;" type="text"/> ²
Number of invalid or otherwise spoiled voting papers returned	<input style="width: 80px;" type="text"/> 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	<input style="width: 60px;" type="text"/>
Does section 226(2B) of the 1992 Act apply in relation to this ballot (see notes 76-80)?	<input style="width: 60px;" 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: 60px;" type="text"/>
Ballot 2	
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"/> ¹
Number of individuals answering "No" to the question	<input style="width: 80px;" type="text"/> ²
Number of invalid or otherwise spoiled voting papers returned	<input style="width: 80px;" type="text"/> 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	<input style="width: 60px;" type="text"/>
Does section 226(2B) of the 1992 Act apply in relation to this ballot (see notes 76-80)?	<input style="width: 60px;" 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: 60px;" type="text"/>
Ballot 3	
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"/> ¹
Number of individuals answering "No" to the question	<input style="width: 80px;" type="text"/> ²
Number of invalid or otherwise spoiled voting papers returned	<input style="width: 80px;" type="text"/> 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	<input style="width: 60px;" type="text"/>
Does section 226(2B) of the 1992 Act apply in relation to this ballot (see notes 76-80)?	<input style="width: 60px;" 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: 60px;" 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

(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.

See attached accounts

Accounting policies



(see notes 84 and 85)

see attached accounts

Signatures to the annual return

(see notes 86 & 87)

Including the accounts and balance sheet contained in the return. Please send the return with the original signatures. Copies will not be accepted.

Secretary's Signature: 	Chairman's Signature: 
Name: Nicola Solomon	Name: Joanne Harris
Date: 26 May 2022	Date: 26 May 2022

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		To follow	<input checked="" type="checkbox"/>
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)

Our full audit report is set out in the attached financial statements.

Signature(s) of auditor or auditors:

Knox Cropper LLP

Name(s):

Knox Cropper LLP

Profession(s) or Calling(s):

Statutory Auditor

Address(es):

65 Leadenhall Street

London

Postcode

EC3A 2AD

Date

30/05/2022

Contact name for inquiries and telephone number:

Simon Goodridge 020
7332 6400

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

REGISTERED NUMBER: 00019993 (England and Wales)

**Report of the Directors and
Audited Financial Statements for the Year Ended 31 December 2021
for
THE SOCIETY OF AUTHORS**

THE SOCIETY OF AUTHORS

**Contents of the Financial Statements
for the Year Ended 31 December 2021**

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Statement of Income and Retained Earnings	7
Balance Sheet	8
Notes to the Financial Statements	9
Detailed Profit and Loss Account	15

THE SOCIETY OF AUTHORS

**Company Information
for the Year Ended 31 December 2021**

DIRECTORS:

J M S Harris
P Womack
M H P Roberts
V Fox O'Loughlin
A M Longstaff
S P Cann
D Koomson
A Rooney
M E Skea
C H Harris
J E Souch
T J F Tate

SECRETARY:

N Solomon

REGISTERED OFFICE:

24 Bedford Row
London
WC1R 4EH

REGISTERED NUMBER:

00019993 (England and Wales)

AUDITORS:

Knox Cropper LLP
65 Leadenhall Street
London
EC3A 2AD

THE SOCIETY OF AUTHORS

Report of the Directors for the Year Ended 31 December 2021

The directors present their report with the financial statements of the company for the year ended 31 December 2021.

PRINCIPAL ACTIVITY

The principal activity of the company in the year under review was as the UK trade union for writers, illustrators and literary translators.

DIRECTORS

The directors shown below have held office during the whole of the period from 1 January 2021 to the date of this report.

J M S Harris
P Womack
M H P Roberts
V Fox O'Loughlin
A M Longstaff
S P Cann
D Koomson
A Rooney
M E Skea

Other changes in directors holding office are as follows:

S J Collett - resigned 19 November 2021
W Phoenix - resigned 19 November 2021
K Quarmby - resigned 9 September 2021
C H Harris - appointed 19 November 2021
J E Souch - appointed 19 November 2021
T J F Tate - appointed 19 November 2021

STATEMENT OF DIRECTORS' RESPONSIBILITIES

The directors are responsible for preparing the Report of the Directors and the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing these financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

STATEMENT AS TO DISCLOSURE OF INFORMATION TO AUDITORS

So far as the directors are aware, there is no relevant audit information (as defined by Section 418 of the Companies Act 2006) of which the company's auditors are unaware, and each director has taken all the steps that he or she ought to have taken as a director in order to make himself or herself aware of any relevant audit information and to establish that the company's auditors are aware of that information.

THE SOCIETY OF AUTHORS

**Report of the Directors
for the Year Ended 31 December 2021**

AUDITORS

The auditors, Knox Cropper LLP, will be proposed for re-appointment at the forthcoming Annual General Meeting.

This report has been prepared in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies.

ON BEHALF OF THE BOARD:



.....
J M S Harris - Director

Date: 26 May 2022.

Report of the Independent Auditors to the Members of The Society of Authors

Opinion

We have audited the financial statements of The Society of Authors (the 'company') for the year ended 31 December 2021 which comprise the Statement of Income and Retained Earnings, Balance Sheet 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 Financial Reporting Standard 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 company's affairs as at 31 December 2021 and of its surplus 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 Companies Act 2006; and
- have been prepared in accordance with the requirements of sections 28,32 and 36 of 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 Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the company 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

In auditing the financial statements, we have concluded that the directors' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the directors with respect to going concern are described in the relevant sections of this report.

Other information

The directors are responsible for the other information. The other information comprises the information in the Report of the Directors, but does not include the financial statements and our Report of the Auditors thereon.

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 this gives rise to a material misstatement in the financial statements themselves. 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 prescribed by the Companies Act 2006

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

- the information given in the Report of the Directors for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Directors has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Directors.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the directors were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemption from the requirement to prepare a Strategic Report or in preparing the Report of the Directors.

Responsibilities of directors

As explained more fully in the Statement of Directors' Responsibilities set out on page two, the directors 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 directors determine 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 directors are responsible for assessing the company'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 directors either intend to liquidate the company or to cease operations, or have no realistic alternative but to do so.

Auditors' 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 a Report of the Auditors 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.

The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

- We obtained an understanding of the legal and regulatory frameworks that are applicable to the Company and determined that the most significant are the Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice), the Companies Act 2006, the Corporation Tax Act 2010 and the Trade Union and Labour Relations (consolidation) Act 1992.
- We understood how the Company is complying with those frameworks via communication with those charged with governance, together with the review of the Company's documented policies and procedures.
- We assessed the susceptibility of the Company's financial statements to material misstatement, including how fraud might occur by considering the key risks impacting the financial statements. These included risks associated with Revenue Recognition and Management override of Controls, which were discussed and agreed by the audit team.
- Our approach included the review of journal entries processed in the accounting records and the investigation of significant and unusual transactions identified from our review of the accounting records.
- Based on this understanding we designed our audit procedures to identify non-compliance with such laws and regulations. Our procedures involved review of the reporting to the directors with respect to the application of the documented policies and procedures and review of the financial statements to ensure compliance with the reporting requirements of the Company.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Auditors.

**Report of the Independent Auditors to the Members of
The Society of Authors**

Use of our report

This report is made solely to the company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in a Report of the Auditors and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Knox Cropper LLP

Simon Goodridge (Senior Statutory Auditor)
for and on behalf of Knox Cropper LLP
Chartered Accountants and Statutory Auditors
65 Leadenhall Street
London
EC3A 2AD

Date: 30 May 2022

THE SOCIETY OF AUTHORS

Statement of Income and Retained Earnings
for the Year Ended 31 December 2021

	Notes	2021 £	2020 £
INCOME			
Operating Income		1,371,369	1,241,833
Investment and Rental Income		128,249	113,624
Donations and Legacies		145,341	80
Other Grant and Project Income		-	15,000
Total Income		<u>1,644,959</u>	<u>1,370,537</u>
EXPENDITURE			
Operating Expenditure		1,746,193	1,710,228
Operating (Loss)	4	<u>(101,234)</u>	<u>(339,691)</u>
Gain/(Loss) on Investments		213,340	184,774
Profit/(Loss) before Taxation		<u>112,106</u>	<u>(154,917)</u>
Tax on Profit/(Loss)	5	30,708	36,121
PROFIT/(LOSS) FOR THE FINANCIAL YEAR		<u>81,398</u>	<u>(191,038)</u>
Retained earnings at beginning of year		9,623,140	9,814,178
RETAINED EARNINGS AT END OF YEAR		<u><u>9,704,538</u></u>	<u><u>9,623,140</u></u>

The notes form part of these financial statements

THE SOCIETY OF AUTHORS (REGISTERED NUMBER: 00019993)

**Balance Sheet
31 December 2021**

	Notes	2021		2020	
		£	£	£	£
FIXED ASSETS					
Intangible assets	6		15,606		-
Tangible assets	7		5,058,329		5,231,289
Investments	8		2,547,881		2,340,148
Investment property	9		<u>2,446,548</u>		<u>2,446,548</u>
			10,068,364		10,017,985
CURRENT ASSETS					
Debtors	10	105,315		103,541	
Cash in hand		<u>632,170</u>		<u>512,615</u>	
			737,485		616,156
CREDITORS					
Amounts falling due within one year	11	<u>823,764</u>		<u>764,162</u>	
NET CURRENT LIABILITIES					
			<u>(86,279)</u>		<u>(148,006)</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
			9,982,085		9,869,979
PROVISIONS FOR LIABILITIES					
	13		<u>277,475</u>		<u>246,767</u>
NET ASSETS					
			<u>9,704,610</u>		<u>9,623,212</u>
CAPITAL AND RESERVES					
Called up share capital			72		72
Retained earnings			<u>9,704,538</u>		<u>9,623,140</u>
			<u>9,704,610</u>		<u>9,623,212</u>

The financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Board of Directors and authorised for issue on 26 May 2022 and were signed on its behalf by:



.....
J M S Harris - Director

The notes form part of these financial statements

1. **STATUTORY INFORMATION**

The Society of Authors is a private company, limited by shares, registered in England and Wales. The company's registered number and registered office address can be found on the Company Information page.

2. **ACCOUNTING POLICIES**

Basis of preparing the financial statements

These financial statements have been prepared in accordance with the provisions of Section 1A "Small Entities" of Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Companies Act 2006. The financial statements have been prepared under the historical cost convention as modified by the revaluation of certain assets.

Preparation of consolidated financial statements

The company is a parent company subject to the small companies regime. The company and its subsidiary trust comprise a small group. The company is therefore not required to and has not chosen to prepare group accounts.

Income

Income is measured at the fair value of the consideration received or receivable, excluding discounts, rebates, value added tax and other sales taxes.

Members subscriptions are annual payments due at varying dates throughout the year. The amount of subscriptions applicable to any period after the year end is treated as prepaid by the Society and is included in creditors shown in the notes. Other income is also included on the basis of amounts receivable in the year.

Intangible assets

Intangible assets are initially measured at cost. After initial recognition, intangible assets are measured at cost less any accumulated amortisation and any accumulated impairment losses.

Computer software is being amortised evenly over its estimated useful life of five years.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Freehold buildings	- 2% on cost
Plant and machinery	- 5% on cost
Office improvements	- 10% on cost
Fixtures, fittings and IT equipment	- 20% - 33% on cost

Freehold land is not depreciated.

Investment property

Investment property is shown at valuation. The directors valuation of the investment property is estimated based on the proportion of 24 Bedford Row let to third parties and an estimate of the proportion of the purchase and refurbishment costs relating to those elements of the building. Any aggregate surplus or deficit arising from changes in fair value is recognised in profit or loss.

2. **ACCOUNTING POLICIES - continued**

Taxation

Taxation for the year comprises current and deferred tax. Tax is recognised in the Statement of Income and Retained Earnings, except to the extent that it relates to items recognised in other comprehensive income or directly in equity.

Current or deferred taxation assets and liabilities are not discounted.

Current tax is recognised at the amount of tax payable using the tax rates and laws that have been enacted or substantively enacted by the balance sheet date.

Deferred tax

Deferred tax is recognised in respect of all timing differences that have originated but not reversed at the balance sheet date.

Timing differences arise from the inclusion of income and expenses in tax assessments in periods different from those in which they are recognised in financial statements. Deferred tax is measured using tax rates and laws that have been enacted or substantively enacted by the year end and that are expected to apply to the reversal of the timing difference.

Unrelieved tax losses and other deferred tax assets are recognised only to the extent that it is probable that they will be recovered against the reversal of deferred tax liabilities or other future taxable profits.

Foreign currencies

Assets and liabilities in foreign currencies are translated into sterling at the rates of exchange ruling at the balance sheet date. Transactions in foreign currencies are translated into sterling at the rate of exchange ruling at the date of transaction. Exchange differences are taken into account in arriving at the operating result.

Pension costs and other post-retirement benefits

The company operates a defined contribution pension scheme. Contributions payable to the company's pension scheme are charged to profit or loss in the period to which they relate.

Going concern

The directors have assessed whether the use of the going concern basis is appropriate and have considered possible events or conditions that might cast significant doubt on the ability of the company to continue as a going concern. In forming this opinion, they have considered the impact of the COVID-19 pandemic on both its income and expenditure for at least a period of twelve months from the date of approval of these financial statements.

The directors have concluded that there is a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. The company therefore continues to adopt the going concern basis in preparing its financial statements.

Investments

Quoted investments are stated at market value. Any gains or losses on revaluation are recognised in profit or loss.

3. **EMPLOYEES AND DIRECTORS**

The average number of employees during the year was 28 (2020 - 26).

THE SOCIETY OF AUTHORS

Notes to the Financial Statements - continued for the Year Ended 31 December 2021

4. OPERATING PROFIT/(LOSS)

The operating profit (2020 - operating loss) is stated after charging:

	2021 £	2020 £
Depreciation - owned assets	180,732	172,735
Computer software amortisation	1,734	-
Auditors' remuneration	<u>10,975</u>	<u>8,900</u>

5. TAXATION

Analysis of the tax charge

The tax charge on the profit for the year was as follows:

	2021 £	2020 £
Deferred tax	<u>30,708</u>	<u>36,121</u>
Tax on profit/(loss)	<u>30,708</u>	<u>36,121</u>

6. INTANGIBLE FIXED ASSETS

	Other intangible assets £
COST	
Additions	<u>17,340</u>
At 31 December 2021	<u>17,340</u>
AMORTISATION	
Charge for year	<u>1,734</u>
At 31 December 2021	<u>1,734</u>
NET BOOK VALUE	
At 31 December 2021	<u>15,606</u>

THE SOCIETY OF AUTHORS

Notes to the Financial Statements - continued for the Year Ended 31 December 2021

7. TANGIBLE FIXED ASSETS

	Land and buildings £	Plant and machinery etc £	Totals £
COST			
At 1 January 2021	5,412,390	95,504	5,507,894
Additions	-	7,772	7,772
At 31 December 2021	<u>5,412,390</u>	<u>103,276</u>	<u>5,515,666</u>
DEPRECIATION			
At 1 January 2021	225,772	50,833	276,605
Charge for year	149,207	31,525	180,732
At 31 December 2021	<u>374,979</u>	<u>82,358</u>	<u>457,337</u>
NET BOOK VALUE			
At 31 December 2021	<u>5,037,411</u>	<u>20,918</u>	<u>5,058,329</u>
At 31 December 2020	<u>5,186,618</u>	<u>44,671</u>	<u>5,231,289</u>

Land and Buildings comprise Freehold Land & Buildings. Components of the redeveloped freehold property relating to the office improvements and plant & machinery are depreciated at the rates set out in the accounting policies.

8. FIXED ASSET INVESTMENTS

	2021 £	2020 £
COST OR VALUATION		
Investment portfolio		
At 1 January 2021	2,334,190	2,161,416
Disposals	(4,916)	(12,000)
Revaluation	213,340	184,774
At 31 December 2021	<u>2,542,614</u>	2,334,190
Cash held by investment managers	<u>5,267</u>	5,958
TOTAL	<u>2,547,881</u>	<u>2,340,148</u>

THE FOUNDATION FUND

The Society is the sole trustee of a non-charitable trust, known as The Foundation Fund, which was established to support the Society. The trust is controlled by the company. The company and trust together make up a small group and so there is no requirement to prepare consolidated accounts.

At the year end the total net assets held by the trust amounted to £291,421 (2020 - £269,585). The trust's net income for the year was £21,836 (2020 - £31,049 net income).

THE SOCIETY OF AUTHORS

**Notes to the Financial Statements - continued
for the Year Ended 31 December 2021**

9. INVESTMENT PROPERTY

	2021
	£
COST OR VALUATION	
At 1 January 2021	<u>2,446,548</u>
At 31 December 2021	<u>2,446,548</u>

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Other debtors	<u>105,315</u>	<u>103,541</u>

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Taxation and social security	43,940	34,835
Other creditors	<u>779,824</u>	<u>729,327</u>
	<u>823,764</u>	<u>764,162</u>

12. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:		
	2021	2020
	£	£
Within one year	<u>270</u>	<u>4,666</u>

13. PROVISIONS FOR LIABILITIES

	2021	2020
	£	£
Deferred tax	<u>277,475</u>	<u>246,767</u>

	Deferred tax £
Balance at 1 January 2021	246,767
Provided during year	<u>30,708</u>
Balance at 31 December 2021	<u>277,475</u>

14. RELATED PARTY DISCLOSURES

The Society of Authors is trustee for a number of charitable trusts for which it carries out management services. A management fee is charged which in 2021 amounted to £144,117 (2020 : £127,785).

Margaret Skea, a member of the Management committee of the Society, was a recipient of a grant of £1,500 in the prior year from The Authors' Contingency Fund, one of the charitable trusts of which the Society is a Trustee. The grant application was made as part of the Authors Emergency Fund and was considered at arms length as part of the usual grant assessment process.

The Society is also trustee of a non-charitable trust, the purpose of which is to support the Society. The Society received grants totalling £9,421 from the Trust in 2021 (2020 : £82).

THE SOCIETY OF AUTHORS

Detailed Profit and Loss Account for the Year Ended 31 December 2021

	2021		2020	
	£	£	£	£
Turnover				
Members Annual Subscriptions	1,067,432		989,650	
Commissions on Royalties	51,307		43,195	
Royalty Income	50,505		41,535	
Management Fees	172,842		164,681	
Other Income	29,283		2,772	
Donations and Legacies	145,341		80	
Other Grants and Project Income	-		15,000	
Net Rents Received	81,374		66,022	
Investment Income	46,875		47,602	
		1,644,959		1,370,537
Other income				
Investment Revaluation		213,340		184,774
		1,858,299		1,555,311
Expenditure				
Salaries	942,695		924,095	
National Insurance	95,937		91,224	
Pension Contributions	58,069		54,367	
Employee Benefits	22,556		21,829	
Postage & Communications	25,014		26,699	
Printing & Stationery	2,055		4,973	
Advertising & Marketing	1,822		549	
Travelling & Entertaining	875		2,303	
Publications & Guides	89,428		84,160	
Rates and insurance	67,326		53,820	
Cleaning, heating and lighting	17,012		13,367	
Repairs and renewals	34,616		42,101	
Books, Papers & Subscriptions	1,961		1,827	
Events & AGM net of income	16,722		14,953	
Group Activities	10,390		10,826	
Computer & IT costs	84,110		81,721	
Sundry expenses	4,900		4,088	
Training costs	4,773		2,565	
Affiliation Fees	7,695		7,270	
Investment Manager Fees	13,612		17,112	
Professional fees	9,364		24,890	
Royalty Accountants	19,760		17,880	
Irrecoverable VAT	18,240		22,691	
Auditors' remuneration	10,975		8,900	
Depreciation of tangible fixed assets				
Freehold property	149,207		144,587	
Plant and machinery	31,525		28,148	
Amortisation of intangible fixed assets	1,734		-	
		1,742,373		1,706,945
Carried forward		115,926		(151,634)

This page does not form part of the statutory financial statements

THE SOCIETY OF AUTHORS

**Detailed Profit and Loss Account
for the Year Ended 31 December 2021**

	2021		2020	
	£	£	£	£
Brought forward		115,926		(151,634)
Finance costs				
Bank charges		<u>3,820</u>		<u>3,283</u>
NET PROFIT/(LOSS)		<u><u>112,106</u></u>		<u><u>(154,917)</u></u>

This page does not form part of the statutory financial statements

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 reportign period proceding the one to which this audit relates was the total membership of the trade union greater than 10,000?

YES

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


- 2 In the opinion of the assurer has he/she obtained the inforamation and explanations necessary for the performance of his/her functions?

YES

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	Simon Hearn
Address	Civica Election Services, 33 Clarendon Road, London N8 0NW
Date	16/02/2022
Contact name and telephone number	Simon Hearn, Managing Director 020 8365 8909

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 / No

If "No" Please explain below:

Signature	
Name	
Office held	
Date	



AR21 guidance

Double-click on icon to open guidance