

Form AR21

Trade Union and Labour Relations (Consolidation) Act 1992

Annual Return for a Trade Union

Name of Trade Union:	National Union of Professional Foster Carers				
Year ended:	2023				
List no:	842T				
Head or Main Office address:	PO Box 2				
	Corby				
	Northants				
Postcode	NN17 1FE				
Website address (if available)	www.nupfc.com				
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:	Robin Findlay				
Telephone Number:	7817992436				
Contact name for queries regarding the completion of this return	Robin Findlay				
Telephone Number:	7817992436				
E-mail:	enquiries@nupfc.com				

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:

returns@certoffice.org

Contents

Trade Union's details.....	1
Return of members.....	2
Change of officers.....	2
Officers in post.....	2a
General fund.....	3
Analysis of income from federation and other bodies and other income.....	4
Analysis of benefit expenditure shown at general fund.....	5
Accounts other than the revenue account/general fund.....	6-8a
Political fund account.....	9-9vii
Analysis of administrative expenses	10
Analysis of officials' salaries and benefits.....	11
Analysis of investment income.....	12
Balance sheet as at.....	13
Fixed assets account.....	14
Analysis of investments.....	15
Analysis of investment income (controlling interests).....	16
Summary Sheet.....	17
Summary sheet (Only for Incorporated Bodies).....	17a
Information on Industrial action ballots.....	18-19
Information on Industrial action.....	20-21
Notes to the accounts.....	22
Accounting policies.....	23
Signatures to the annual return.....	23
Checklist.....	23
Checklist for auditor's report.....	24
Auditor's report (continued).....	25
Membership audit certificate.....	i-iii
Guidance on completion.....	26

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
	1,001				1,001
Total	1,001	0	0	0	A 1,001

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

1,001

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

0

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

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 and date elected
Robin Findlay	General Secretary/ Trustee, May 2021
Simon Brown	President , Dec 2022
Joy Williams	Vice President, May 2021
Dean DaSilva	Treasurer / Trustee, May 2021
Sonia Cummings-Bovelle	Compliance, May 2021
Nicola Kalisperas	Media, May 2021
Georgina Matibenga	HR, May 2021
Jacqueline Reece	Substitute Trustee, Dec 2022

General Fund

(see notes 13 to 18)

	£	£
Income		
From Members: Contributions and Subscriptions		76,184
From Members: Other income from members		
Advisory Services		13,682
Total other income from members		13,682
Total of all income from members		89,866
Investment income (as at page 12)		
Other Income		
Income from Federations and other bodies (as at page 4)		
Income from any other sources (as at page 4)		
Total of other income (as at page 4)		
Total income		89,866
Interfund Transfers IN		
Expenditure		
Benefits to members (as at page 5)		40,975
Administrative expenses (as at page 10)		18,849
Federation and other bodies (specify)		
Total expenditure Federation and other bodies		
Taxation		
Total expenditure		59,824
Interfund Transfers OUT		
Surplus (deficit) for year		30,042
Amount of general fund at beginning of year		10,297
Amount of general fund at end of year		40,339

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	
Total other sources	
Total of all other income	

Analysis of benefit expenditure shown at the General Fund

(see notes 21 to 23)

			£
Representation – Employment Related Issues		brought forward	37,144
Legal fees	3,515	Advisory Services	
Casework	15,967	Consultancy & advisory services	3,831
Representation – Non Employment Related Issues		Other Cash Payments	
		Education and Training services	
Communications			
Telephone services	1,568		
Website & I.T	16,094	Negotiated Discount Services	
Dispute Benefits		Other Benefits and Grants (specify)	
carried forward	37,144	Total (should agree with figure in General Fund)	40,975

(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)		

(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)		

(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		
Expenditure		Interfund Transfers IN	
	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)		

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))	£

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	

Political fund account expenditure (f)

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

On the production, publication or distribution of any literature, document, film, sound recording or advertisement the main purpose of which is to persuade people to vote for a political party or candidate or to persuade them not to vote for a political party or candidate

Name of organisation or 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	
Salaries and Wages included in above	[REDACTED]
Auditors' fees	3,000
Legal and Professional fees	
Occupancy costs	
Stationery, printing, postage, telephone, etc.	1,356
Expenses of Executive Committee (Head Office)	
Expenses of conferences	
Other administrative expenses (specify)	
Marketing	5,417
Sundry expenses	197
Insurance	761
Motor expenses & travel	3,221
Bookkeeping	300
Bank charges	3,016
Honorarium to founder	1,581
Other Outgoings	
[REDACTED]	
Outgoings on land and buildings (specify)	
[REDACTED]	
Other outgoings (specify)	
[REDACTED]	
tretert	
Total	18,849
Charged to:	
General Fund (Page 3)	18,849
0	
0	
0	
0	
0	
0	
0	
0	
Total	18,849

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
£	£	£		£		
General Secretary				Honorarium to founder as per Union's Rules	1,581	1,581

Analysis of investment income

(see notes 47 and 48)

	Political Fund £		Other Fund(s) £
Rent from land and buildings			
Dividends (gross) from:			
Equities (e.g. shares)			
Interest (gross) from:			
Government securities (Gilts)			
Mortgages			
Local Authority Bonds			
Bank and Building Societies			
Other investment income (specify)			
Total investment income			
Credited to:			
		General Fund (Page 3)	
		0	
		0	
		0	
		0	
		0	
		0	
		0	
		0	
		0	
		Political Fund	
Total Investment Funds			

Balance sheet as at**31 December 2023**

(see notes 49 to 52)

Previous Year		£	£
20,085	Fixed Assets (at page 14)		
	Investments (as per analysis on page 15)		
	Quoted (Market value £ ())		
	Unquoted		
	Total Investments		
	Other Assets		
20,085	Loans to other trade unions		
	Sundry debtors		
	Cash at bank and in hand		44,320
	Income tax to be recovered		
	Stocks of goods		
	Others (specify)		
	Total of other assets		44,320
20,085		Total assets	44,320
20,085			
10,297	General fund (page 3)		40,339
	Political Fund Account		
	Liabilities		
	Amount held on behalf of central trade union political fund		0
7,988	Other creditors		
1,800	Accrued expenses		3,981
9,788		Total liabilities	3,981
10,297		Total assets	40,339

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						
Additions						
Disposals						
Revaluation/Transfers						
At end of year						
Accumulated Depreciation						
At start of year						
Charges for year						
Disposals						
Revaluation/Transfers						
At end of year						
Net book value at end of year						
Net book value at end of previous year						

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)		
Total quoted (as Balance Sheet)		
Market Value of Quoted Investment		
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 checked="" 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	89,866		89,866
From Investments			
Other Income (including increases by revaluation of assets)			
Total Income	89,866		89,866
Expenditure (including decreases by revaluation of assets)			
Total Expenditure	59,824		59,824
Funds at beginning of year (including reserves)	10,297		
Funds at end of year (including reserves)	40,339		40,339
Assets			
Fixed Assets			
Investment Assets			
Other Assets			44,320
Total Assets			44,320
Liabilities			
Total Liabilities			3,981
Net Assets (Total Assets less Total Liabilities)			40,339

Ballots & Industrial Action- If you have 6 or more entries for either of these, please complete the Excel Spreadsheet

(see notes 74 to 80)

Did the union hold any ballots in respect of industrial action during the return period?	<input type="text" value="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: 60px;" type="text"/>
Number of votes cast in the ballot	<input style="width: 60px;" type="text"/>
Number of Individuals answering "Yes" to the question	<input style="width: 60px;" type="text"/> ¹
Number of individuals answering "No" to the question	<input style="width: 60px;" type="text"/> ²
Number of invalid or otherwise spoiled voting papers returned	<input style="width: 60px;" 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: 50px;" type="text"/>
Does section 226(2B) of the 1992 Act apply in relation to this ballot (see notes 76-80)?	<input style="width: 50px;" 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: 50px;" type="text"/>
Ballot 2	
Number of individual who were entitled to vote in the ballot	<input style="width: 60px;" type="text"/>
Number of votes cast in the ballot	<input style="width: 60px;" type="text"/>
Number of Individuals answering "Yes" to the question	<input style="width: 60px;" type="text"/> ¹
Number of individuals answering "No" to the question	<input style="width: 60px;" type="text"/> ²
Number of invalid or otherwise spoiled voting papers returned	<input style="width: 60px;" 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: 50px;" type="text"/>
Does section 226(2B) of the 1992 Act apply in relation to this ballot (see notes 76-80)?	<input style="width: 50px;" 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: 50px;" type="text"/>
Ballot 3	
Number of individual who were entitled to vote in the ballot	<input style="width: 60px;" type="text"/>
Number of votes cast in the ballot	<input style="width: 60px;" type="text"/>
Number of Individuals answering "Yes" to the question	<input style="width: 60px;" type="text"/> ¹
Number of individuals answering "No" to the question	<input style="width: 60px;" type="text"/> ²
Number of invalid or otherwise spoiled voting papers returned	<input style="width: 60px;" 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: 50px;" type="text"/>
Does section 226(2B) of the 1992 Act apply in relation to this ballot (see notes 76-80)?	<input style="width: 50px;" 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: 50px;" type="text"/>

Ballots & Industrial Action: If you have 6 or more entries for either of these, please complete the Excel Spreadsheet

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 0³

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

Ballots & 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 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

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 THE NOTES IN THE ATTACHED YEAR END ACCOUNTS

Accounting policies

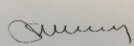
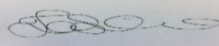
(see notes 84 and 85)

SEE ATTACHED POLICIES IN THE YEAR END ACCOUNTS

Signatures to the annual return

(see notes 86 & 87)

Including the accounts and balance sheet contained in the return. Please copy and paste your electronic signature here

Secretary's Signature: 	Treasurer's Signature: 
	(or other official whose position should be stated)
Name: Robin Findlay	Name: Dean DaSilva
Date: 28 June 2024	Date: 28 June 2024

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 (seperately attached)	<input checked="" type="checkbox"/>	No	
A member statement is: (see Note 80)	Enclosed (page 2-3 of financial statements)	<input checked="" type="checkbox"/>	No	
Has the summary sheet been completed? (see Page 17 and Notes 7 and 62)	Yes	<input checked="" type="checkbox"/>	No	
Has the membership audit certificate been completed? (see Page i to iii and Notes 97 and 103)	Yes	<input checked="" type="checkbox"/>	No	

Financial Statements

for the Year Ended

31 December 2023

for

National Union of Professional Foster Carers

**Contents of the Financial Statements
for the Year Ended 31 December 2023**

	Page
General Information	1
The Executive Committee's Report and Statement To Members	2
Income Statement	4
Statement of Financial Position	5
Notes to the Financial Statements	6
Detailed Income Statement	8

General Information
for the Year Ended 31 December 2023

REGISTERED OFFICE:	c/o TDS PO Box 2, Crucible Road Corby NN17 1FE
TRUSTEES:	R Findlay J Reece D DaSilva
PRESIDENT:	S Brown
VICE PRESIDENT:	J Williams
GENERAL SECRETARY:	R Findlay
TREASURER:	D DaSilva
AUDITORS:	Bennewith 2018 Limited (Statutory Auditors) Upper Ground Floor 18 Farnham Road Guildford Surrey GU1 4XA

Executive Committee's Report and Statement to Members
for the Year Ended 31 December 2023

Income and Expenditure

The total income of the union for the period was £89,866 This amount included payments of £76,184 in respect of membership of the union. The union's total expenditure for the period was £59,824. The union does not maintain a political fund.

Salary paid to and other benefits provided to the General Secretary and members of the Executive

No Officer of the Union was paid any amount in respect of salary or benefits. The General Secretary of the union was paid £3,000 as payment for services to the Union. Furthermore, an honorarium to the founder (currently General Secretary) of £1,581 is due to be paid and been has been accrued in the Union's year ended 31 December 2023 financial statements, this amounts to 5% of the year end pre-honorarium surplus as specified in the Union's Constitution/Rules.

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, 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.

Statement of Responsibilities of the Executive Committee

The Trade Union and Labour Relations (consolidation) Act 1992 (amended) requires the Union to submit a return each year to the Certification Officer. The return contains accounts which must give a true and fair view of the state of affairs of the Union at the year-end and the surplus or deficit of the Union for that period. The financial statements set out on the following pages have been prepared on the same basis and are used to complete the return to the Certification Officer.

The requirement to prepare financial statements that give a true and fair view is the responsibility of the Executive Committee. The Executive Committee is responsible for preparing the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). In preparing these financial statements, the Executive Committee are required to:

- select suitable accounting policies and apply them consistently;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Union will continue in business.

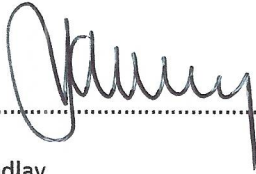
Executive Committee's Report and Statement to Members
for the Year ended 31 December 2023 (continued...)

The Executive Committee are responsible for keeping adequate accounting records that are sufficient to show and explain the Union's transactions and disclose with reasonable accuracy at any time the financial position of the union. They are also responsible for safeguarding the assets of the Union and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities, as well as establishing and maintaining a satisfactory system of control of the Union's accounting records, its cash holdings and all its receipts and remittances.

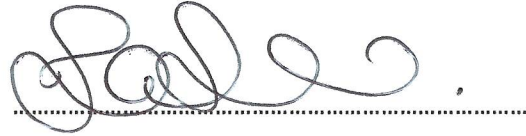
In so far as the Executive Committee is aware:

- there is no relevant audit information of which the Union's auditor is unaware; and
- they have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the Union's auditor is aware of that information.

This report was approved for issue on *28th June 24* and signed on behalf of the Union by:



R Findlay
General Secretary



D DaSilva
Treasurer

National Union of Professional Foster Carers

Income Statement
for the Year Ended 31 December 2023

	Notes	Year Ended 31.12.23 £	Period 19.8.21 to 31.12.22 £
TURNOVER		89,866	34,925
Administrative expenses		<u>59,824</u>	<u>24,628</u>
OPERATING SURPLUS and PROFIT BEFORE TAXATION		30,042	10,297
Tax on surplus		<u>-</u>	<u>-</u>
SURPLUS FOR THE FINANCIAL YEAR		<u>30,042</u>	<u>10,297</u>

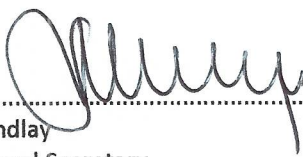
The notes form part of these financial statements

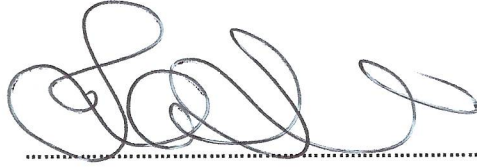
Statement of Financial Position
as at 31 December 2023

	Notes	31.12.23 £	31.12.22 £
CURRENT ASSETS			
Cash at bank		44,320	20,085
CREDITORS			
Amounts falling due within one year	4	<u>3,981</u>	<u>9,788</u>
NET CURRENT ASSETS		<u>40,339</u>	<u>10,297</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>40,339</u>	<u>10,297</u>
RESERVES			
Reserves		<u>40,339</u>	<u>10,297</u>
		<u>40,339</u>	<u>10,297</u>

The financial statements were approved for issue on
the Union by:

..... 28 June 24 and were signed on behalf of


.....
R Findlay
General Secretary


.....
D DaSilva
Treasurer

Notes to the Financial Statements
for the Year Ended 31 December 2023

1. ACCOUNTING POLICIES

Trade union information

National Union of Professional Foster Carers ("the Union") is a registered trade union for Foster Carers, and is registered in accordance with the Trade Union and Labour Relations (Consolidation) Act 1992. The address of Union's head office is c/o TDC, PO Box 2, Crucible Road, Corby, NN17 1FFE

1.1 Accounting convention

The accounts have been prepared in accordance with applicable United Kingdom accounting standards, including section 1A of Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland ('FRS 102').

The preparation of financial statements in compliance with FRS 102 requires the use of certain critical accounting estimates. It also requires management to exercise judgement in applying the Union's accounting policies.

The financial statements are prepared in sterling, which is the functional currency of the trade union. Monetary amounts in these financial statements are rounded to the nearest £1.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

The financial statements have been prepared on a going concern basis.

The Officers have reviewed the performance of the Union, the ongoing membership numbers and their expectations for 2024 onwards and believe the Union has sufficient cash resources to continue to operate as a going concern for the foreseeable future.

1.3 Incoming resources

Income represents subscriptions received from members during the year. Income is recognised to the extent that it is probable that the economic benefits will flow to the Union and the income can be reliably measured. Income is measured as the fair value of the consideration received or receivable.

1.4 Tangible fixed assets

The Union does not currently own any capitalised assets.

1.5 Cash and cash equivalents

Cash and cash equivalents include cash in hand and deposits held at call with banks.

1.6 Financial instruments

The Union only enters into basic financial instrument transactions that result in the recognition of financial assets and liabilities like trade and other accounts receivable and payable.

Notes to the Financial Statements – (continued...)
for the Year Ended 31 December 2023

2. EMPLOYEES

There were no staff costs for the year ended 31 December 2023 nor for the period ended 31 December 2022.

3 OFFICERS

The General Secretary of the union was paid £3,000 (2022: Nil) as payment for his services to the Union. Furthermore, an honorarium to the founder (currently General Secretary) of £1,581 (2022: Nil) has been accrued in these financial statements, which amounts to 5% of the pre-honorarium year end surplus as specified in the Union's Constitution/Rules.

4. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.23	31.12.22
	£	£
Other creditors	-	7,988
Accrued expenses	<u>3,981</u>	<u>1,800</u>
	<u>3,981</u>	<u>9,788</u>

Detailed Income Statement
for the Year Ended 31 December 2023

	Year Ended 31.12.23		Period 19.8.21 to 31.12.22	
	£	£	£	£
Turnover				
Member subscriptions	76,184		34,925	
Advisory services	<u>13,682</u>		<u>-</u>	
		89,866		34,925
Expenditure				
Consultancy & advisory service	3,831		3,020	
Post and stationery	392		892	
Travelling	3,221		2,914	
Insurance	761		295	
Telephone services	1,568		2,039	
Marketing	5,417		1,140	
Telephone & internet	964		1,599	
Sundry expenses	197		240	
Bookkeeping	300		-	
Casework	15,967		-	
Honorarium to founder	1,581		-	
Accountancy	3,000		1,800	
Website / I.T	16,094		5,940	
Legal fees	<u>3,515</u>		<u>3,168</u>	
		<u>56,808</u>		<u>23,047</u>
		33,058		11,878
Finance costs				
Bank charges		<u>3,016</u>		<u>1,581</u>
SURPLUS		<u><u>30,042</u></u>		<u><u>10,297</u></u>

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)

Independent Auditors Report to the Members of the National Union of Professional Foster Carers

We have audited the financial statements of the National Union of Professional Foster Carers (the 'Union') for the year 1 January 2023 to 31 December 2023 which comprises of the Union Income Statement, Statement of Financial Position and the 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).

This report is made solely to the members of the National Union of Professional Foster Carers as a body and, in accordance with the Trade Union and Labour Relations (Consolidation) Act 1992. Our audit work has been undertaken so that we might state to the members of the Union those matters we are required to state to them in an independent auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or presume responsibility to anyone other than the Union and the Union's members as a body, for our work, for this report or for the opinions we have formed.

Respective responsibilities of the Union's Executive and Auditor's

As explained more fully in the Executive's Responsibilities Statement, the Executive Council is responsible for the preparation of the financial statements, which have been prepared in accordance with applicable law and accounting standards and for being satisfied that they give a true and fair view.

Scope of the audit of the accounts

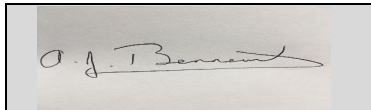
An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give a reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of whether the accounting policies are appropriate for the Union's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the Executive Council; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Report of the Council to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies, we consider the implications of our report.

Opinion

In our opinion, the financial statements:

- Give a true and fair view of the statement of the matters they relate to as at 31 December 2023 and of its surplus/deficit for the period;
- Have been properly prepared in accordance with the United Kingdom Generally Accepted Accounting Practice; and
- 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.

Signature(s) of auditor or auditors:



Name(s):

Anthony John Bennewith

Profession(s) or Calling(s):

Statutory Auditor, FCA, FCPA, FFA, FFTA, FIPA, DChA, FRSA

Address(es):

Upper Ground Floor

18 Farnham Road

Guildford

Surrey

Postcode

GU1 4XA

Date

28/06/2024

Contact name for inquiries and telephone number:

01483 539777

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

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

No

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?

N/A

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

N/A

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

Section two

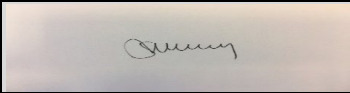
For a trade union with no **more than 10,000 members** at the end of the reporting period preceding the one to which this audit relates.

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

If "No" Please explain below:

[Large greyed-out area for explanation]

Signature	
Name	Robin Findlay
Office held	General Secretary
Date	26/06/2024