

Form AR27

Trade Union and Labour Relations (Consolidation) Act 1992

Annual Return for an Employers' Association

Name of Employers' Association:

Scottish & Northern Ireland Plumbing Employers Federation

Year ended:

31st December 2023

List No:

Head or Main Office:

Bellevue House

22 Hopetoun Street

Edinburgh

Postcode

EH7 4GH

Website address (if available)

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

Yes

No

('X' in appropriate box)

General Secretary:

Fiona Hodgson

Contact name for queries regarding the completion of this return:

Lauren Smith

Telephone Number:

0131 524 1229

E-mail:

lauren.smith@snipef.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 Office as below or by telephone to: 0330 1093602

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

returns@certoffice.org

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Return of Members

(see note 9)

Number of members at the end of the year				
Great Britain	Northern Ireland	Irish Republic	Elsewhere Abroad (Including Channel Islands)	Totals
663	50			713

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
President	Jim Butter	George Baxter	19 May 2023
Vice President	George Baxter	John Doherty	19 May 2023
Junior Vice President	John Doherty	Duncan Sharp	19 May 2023
Past President	Robin Hall	Jim Butter	19 May 2023

Revenue Account / General Fund

(see notes 11 to 16)

Previous Year			£	£
	Income			
818,480	From Members	Subscriptions, levies, etc	855,711	855,711
	Investment income	Interest and dividends (gross)		
-		Bank interest (gross)	668	668
		Other (specify)		
50,100		Dividends	104,712	104,712
11,442		Dividends received from other investments	12,763	12,763
		Total Investment Income	118,143	118,143
	Other Income	Rents received	-	-
-		Insurance commission	17,820	17,820
16,168		Consultancy fees	-	-
-		Publications/Seminars	-	-
		Miscellaneous receipts (specify)		
297,820		Management Fees	382,843	382,843
95,005		Service Charges	6,985	6,985
1,599		Events Income	6,250	6,250
262,490		Total of other income		413,898
		Total income		1,387,752
		Interfund Transfers IN		
	Expenditure			
717,503	Administrative expenses	Remuneration and expenses of staff	818,671	818,671
99,038		Occupancy costs	116,291	116,291
60,792		Printing, Stationery, Post	65,688	65,688
		Telephones		
67,034		Legal and Professional fees	60,167	60,167
		Miscellaneous (specify)		
4,315		Miscellaneous	10,476	10,476
31,837		Advertising	40,631	40,631
		Total of Admin expenses		1,111,924
	Other Charges	Bank charges	5,340	5,340
4,019		Depreciation	26,975	26,975
27,828		Sums written off	-	-
-		Affiliation fees	8,260	8,260
13,612		Donations	-	-
-		Conference and meeting fees	48,935	48,935
17,060		Expenses		
		Miscellaneous (specify)		
183,506		(See attached)	115,208	115,208
		Total of other charges		204,718
		Taxation		
		Total expenditure		1,316,642
		Interfund Transfers OUT		
		Surplus/Deficit for year		71,110
		Amount of fund at beginning of year		1,648,763
		Amount of fund at end of year		1,719,873

Accounts other than Revenue Account/General Fund

(see notes 17 to 18)

Account 2		Fund Account	
Name of account:	Revaluation reserve	£	£
Income			
	From members		
	Investment income		
	Other Income (specify)		
	Revaluation of investments	47,553	
		47,553	47,553
		Total Income	47,553
	Interfund Transfers IN		
Expenditure			
	Administrative expenses		
	Other expenditure (specify)		
	Tax relating to revaluation of investments	10,500	
		10,500	10,500
		Total Expenditure	10,500
	Interfund Transfers OUT		
		Surplus (Deficit) for the year	37,053
		Amount of fund at beginning of year	200,740
		Amount of fund at the end of year (as Balance Sheet)	237,793

Account 3		Fund Account	
Name of account:	Guarantee of work	£	£
Income			
	From members		
	Investment income		
	Other income (specify)		
		Total Income	
	Interfund Transfers IN		
Expenditure			
	Administrative expenses		
	Other expenditure (specify)		
	Guarantee of work expenses	5,166	
		5,166	5,166
		Total Expenditure	5,166
	Interfund Transfers OUT		
		Surplus (Deficit) for the year	-5,166
		Amount of fund at beginning of year	86,955
		Amount of fund at the end of year (as Balance Sheet)	81,789

Accounts other than Revenue Account/General Fund

(see notes 17 to 18)

Account 6		Fund Account	
Name of account:		£	£
Income			
From members			
Investment income			
Other income (specify)			
		Total Income	
Interfund Transfers IN			
Expenditure			
Administrative expenses			
Other expenditure (specify)			
		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)	

Account 7		Fund Account	
Name of account:		£	£
Income			
From members			
Investment income			
Other income (specify)			
		Total Income	
Interfund Transfers IN			
Expenditure			
Administrative expenses			
Other expenditure (specify)			
		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)	

Balance Sheet as at [31 December 2023]

(see notes 19 and 20)

Previous Year		£	£
747,490	Fixed Assets (as at Page 8)	742,040	742,040
	Investments (as per analysis on page 9)		
281,801	Quoted (Market value £ 330,447) as at Page 9		330,447
352	Unquoted (Market value £) as at Page 9		352
	Total Investments	330,799	330,799
	Other Assets		
72,815	Sundry debtors	81,120	81,120
1,162,029	Cash at bank and in hand	1,334,595	1,334,595
	Stocks of goods		
	Others (specify)		
191,846	Amounts owed by subsidiaries	96,538	
	Total of other assets	1,512,253	1,512,253
	Total Assets		2,585,092
1,648,763	Revenue Account/ General Fund	1,719,873	
200,740	Revaluation reserve	237,793	
86,955	Guarantee of work	81,789	
17,121	Plumbing & health	17,121	
85,399	Development reserve	85,399	
	Revaluation Reserve		
	General Reserves	100	#
	Liabilities		#
269,051	Sundry Creditors	261,526	
86,454	Accrued Expenses	109,241	
	Provision for Deferred Taxation(Investment Shares)	72,250	
	Total Liabilities		443,017
	Total Assets		2,585,092

Fixed Assets account

(see note 21)

	Land and Buildings	Fixtures & Fittings	Motor Vehicles & Equipment	Total £
Cost or Valuation				
At start of period	994,215	240,953	-	1,235,168
Additions during period	-	21,975	-	21,975
Less: Disposals	-	-450		-450
Less: Depreciation	-278,174	-236,479		-514,653
Total to end of period	716,041	25,999		742,040
Book Amount at end of period	716,041	25,999		742,040
Freehold				
Leasehold (50 or more years unexpired)				
Leasehold (less than 50 years unexpired)				
Total of Fixed Assets	716,041	25,999		742,040

Analysis of Investments

(see note 22)

Quoted		Other Funds
	British Government & British Government Guaranteed Securities	
	British Municipal and County Securities	
	Other quoted securities (to be specified)	
	Investment shares transferred from other company within the Group	330,447
	Total Quoted (as Balance Sheet)	330,447
	Market Value of Quoted Investments	330,447
Unquoted	British Government Securities	
	British Municipal and County Securities	
	Mortgages	
	Other unquoted investments (to be specified)	
	Plutos Holidays (1972) Ltd	51
	SNIPEF Securities Ltd	100
	SNIPEF Training Services Ltd	100
	BPEC Services Ltd	50
	Plumbing Pensions (UK) Administration Ltd	50
	BSE Skills	1
	Total Unquoted (as Balance Sheet)	352
	Market Value of Unquoted Investments	

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

Summary Sheet

(see notes 24 to 33)

	All Funds	Total Funds
		£
Income		
From Members	855,711	855,711
From Investments	118,143	118,143
Other Income (including increases by revaluation of assets)	461,451	461,451
Total Income	1,435,405	1,435,405
Expenditure (including decreases by revaluation of assets)		
Total Expenditure	1,332,308	1,332,308
Funds at beginning of year (including reserves)	2,038,978	2,038,978
Funds at end of year (including reserves)	2,142,075	2,142,075
ASSETS		
Fixed Assets		742,040
Investment Assets		330,799
Other Assets		1,512,253
Total Assets		2,585,092
Liabilities		
Total Liabilities		443,017
Net Assets (Total Assets less Total Liabilities)		2,142,075

Summary Sheet

(see notes 24 to 33)

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

Notes to the accounts

(see note 34)

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

4. Turnover

Turnover is the total amount of subscriptions, sponsorship income and management fees and service charges due to the Company for the year as follows:

	2023	2022
	£	£
Annual subscriptions	579,556	559,856
Associate fees	17,817	14,922
Approved Certifier of Construction Fe	241,047	220,608
Course Fees	17,292	23,094
Management fees	144,979	116,741
Salary recharges	237,864	181,077
Service charges	6,985	95,005
Warranty and insurance schemes	17,819	16,158
Medical insurance	-	10
Event Income	6,250	1,599
	-----	-----
	1,269,609	1,229,070
	=====	=====

5. Profit on ordinary activities before taxation

	2023	2022
	£	£
Profit on ordinary activities before taxation is stated after charging/(crediting):		
Depreciation	26,975	27,828
Auditor's remuneration – audit services	6,550	6,125
other services	2,878	2,638
payroll fees	1,135	2,310
	=====	=====

6. Income from shares in group companies

	2023	2022
	£	£
Subsidiary Companies		
Plutos Holidays (1972) Limited	10,100	10,100
SNIPEF Securities Ltd.	47,112	-
SNIPEF Training Services Ltd.	-	10,000
BPEC Services Limited	47,500	30,000
	-----	-----
	104,712	50,100
Dividends received from listed investments	12,763	11,442
	-----	-----
	117,475	61,542
	=====	=====

7. Directors

	2023	2022
	£	£
Aggregate emoluments for the directors – in respect of qualifying services were:		
-		
-		
=====		

8. Employees

The average number of employees during the year was 21 (2022: 20).

Office Equipment
&

9. Tangible assets

	Property	Furniture	Total
	£	£	£
Cost			

Accounting policies

(see notes 35 & 36)

Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through profit or loss.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Going concern

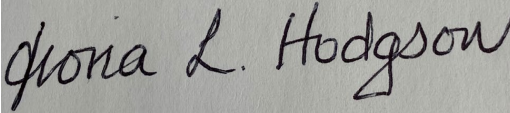

The financial statements have been prepared on a going concern basis. The current economic conditions present increased risks for all businesses. In response to such conditions, the Board have carefully considered these risks, including an assessment of the uncertainty on future trading projection for a period of at least 12 months from the date of signing the financial statements, and the extent to which they might affect the preparation of the financial statements on a going concern basis. Based on this assessment, the Board consider that the entity maintains an appropriate level of liquidity, sufficient to meet the demands of the

Signatures to the annual return

(see notes 37 and 38)

Including the accounts and balance sheet contained in the return.

Please copy and paste your electronic signature here

Secretary's Signature:		Chairman's Signature:	
			(or other official whose position should be stated)
Name:	FIONA HODGSON	Name:	GEORGE BAXTER
Date:	10 June 2024	Date:	24 May 2024

Checklist

(see note 39)

(please enter 'X' as appropriate)

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

Checklist for auditor's report

(see notes 41 to 44)

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

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

Please explain in your report overleaf or attached.

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

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

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

Please explain in your report overleaf or attached.

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

In our opinion the financial statements:

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

Auditor's report (continued)

Opinion

We have audited the financial statements of SNIPEF Management Ltd. (the 'company') for the year ended 31 December 2023 which comprise the Statement of Comprehensive Income, Statement of Financial Position, the Statement of Changes in Equity and the related notes, 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 FRS 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 2023 and of its profit 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.
- have been prepared in accordance with the requirements of the Trade Union and Labour Relations (Consolidation) Act 1992.

Signature(s) of auditor or auditors:



Name(s):

Steven C Smillie

Profession(s) or Calling(s):

Chartered Accountant

Address(es)

61 Dublin Street, Edinburgh, EH3 6NL

Date:

17.06.24

Contact name for enquiries and telephone number:

Steven Smillie 0131 558 5800

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

Double- click on icon to open guidance