

THE WRITERS' GUILD OF GREAT BRITAIN

ACCOUNTS

YEAR ENDED 31 DECEMBER 2024

THE WRITERS' GUILD OF GREAT BRITAIN

ACCOUNTS

YEAR ENDED 31 DECEMBER 2024

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STATEMENT OF RESPONSIBILITIES OF THE EXECUTIVE COUNCIL

The legislation relating to trade unions requires the Guild to submit a return for each calendar year to the Certification Officer. This return contains accounts which must give a true and fair view of the state of affairs of the Guild at the year end and of its transactions for the year then ended. The accounts set out on the following pages have been prepared on the same basis and are used to complete the return to the Certification Officer.

In relation to the Writers' Guild of Britain the requirement to prepare accounts that give a true and fair view is the responsibility of the Executive Council. The Executive Council is responsible for preparing accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). In so doing the Executive Council is required to:

- Select suitable accounting policies and apply them consistently.
- Make judgements and estimates that are reasonable and prudent.
- State whether applicable accounting standards have been followed.
- Prepare the accounts on the going concern basis unless it is inappropriate to do so.

The Executive Council is responsible for keeping proper accounting records and establishing and maintaining a satisfactory system of control over its records and transactions in order to comply with the Trade Union and Labour Relations (Consolidation) Act 1992 (Amended). They are also responsible for safeguarding the assets of the Guild and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

REPORT OF THE INDEPENDENT AUDITORS
TO THE MEMBERS OF
THE WRITERS' GUILD OF GREAT BRITAIN

Opinion

We have audited the accounts of Writers' Guild of Great Britain (the "Guild") for the year ended 31 December 2024, set out on pages 8 to 17, which comprise the income and expenditure account, the balance sheet, the accounting policies and the notes to the accounts. 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) as noted in the accounting policies.

In our opinion the accounts give a true and fair view of the state of the Guild's affairs as at 31 December 2024 and of its profit for the year then ended.

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 Auditor's responsibilities for the audit of the accounts section of our report. We are independent of the Guild in accordance with the ethical requirements that are relevant to our audit of the accounts in the United Kingdom, including the Financial Reporting Council'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 accounts, we have concluded that the Executive Council's use of the going concern basis of accounting in the preparation of the accounts 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 Guild's ability to continue as a going concern for a period of at least twelve months from when the accounts are authorised for issue.

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

Matters on which we are required to report by exception

We are required by the Trade Union and Labour Relations (Consolidation) Act 1992 (Amended) to report to you by exception in respect of the following matters if, in our opinion:

- A satisfactory system of control over transactions has not been maintained.
- The Guild has not kept proper accounting records.
- The accounts are not in agreement with the books of account.
- We have not received all the information and explanations we need for our audit.

We have nothing to report to you in respect of the above matters.

Other information

The other information comprises the information included in the annual report other than the accounts and our auditor's report thereon. The members of the Executive Council are responsible for the other information contained within the annual report. Our opinion on the accounts 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. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the accounts or our knowledge obtained in the course of 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 accounts 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.

Responsibilities of the Executive Council

As explained more fully in the Executive Council responsibilities statement set out on page 3, the Executive Council is responsible for the preparation of the accounts and for being satisfied that they give a true and fair view, and for such internal control as the Executive Council determines is necessary to enable the preparation of accounts that are free from material misstatement, whether due to fraud or error.

In preparing the accounts, the Executive Council is responsible for assessing the entity'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 members of the Executive Council either intend to liquidate the entity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the accounts

Our objectives are to obtain reasonable assurance about whether the accounts as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report 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 accounts.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

- the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- we identified the laws and regulations applicable to the entity through discussions with the Executive Council and other management;
- we focused on specific laws and regulations which we considered may have a direct material effect on the accounts or the operations of the entity, including employment legislation;
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management; and
- identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

We assessed the susceptibility of the Guild's accounts to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud; and
- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures to identify any unusual or unexpected relationships; and
- investigated the rationale behind significant or unusual transactions.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- agreeing accounts disclosures to underlying supporting documentation;
- reading the minutes of meetings of those charged with governance; and
- enquiring of management as to actual and potential litigation and claims.

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the Executive Council and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

A further description of our responsibilities for the audit of the accounts is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report

This report is made solely to the Guild's Executive Council as a body. Our audit work has been undertaken so that we might state to the entity's Executive Council those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Guild and its Executive Council, as a body, for our audit work, for this report, or for the opinions we have formed.

Blick Rothenberg Audit LLP

Blick Rothenberg Audit LLP
Chartered Accountants
Statutory Auditor

16 Great Queen Street
Covent Garden
London
WC2B 5AH

THE WRITERS' GUILD OF GREAT BRITAIN

INCOME AND EXPENDITURE ACCOUNT

GENERAL FUND

YEAR ENDED 31 DECEMBER 2024

	NOTE	2024 £	2023 £
INCOME			
Subscriptions		663,501	633,625
Other income		21,748	10,786
		685,249	644,411
EXPENDITURE			
Staff costs		520,022	462,994
Membership Activity and Communication Costs	2	70,157	60,634
Premises and Equipment Costs	3	99,710	79,845
Administration Expenses	4	85,565	72,569
		775,454	676,042
(LOSS)/PROFIT FOR THE YEAR		(90,205)	(31,631)
CORPORATION TAX REPAYABLE	5	216	6,010
PROFIT FOR THE YEAR		(89,989)	(25,621)
BALANCES BROUGHT FORWARD		733,834	759,455
BALANCES CARRIED FORWARD		643,845	733,834

There are no recognised gains and liabilities other than those passing through the income and expenditure account.

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BALANCE SHEET

YEAR ENDED 31 DECEMBER 2024

	NOTE	£	2024	£	2023	£
FIXED ASSETS						
Tangible Fixed Assets	6			0		0
CURRENT ASSETS						
Debtors and Prepayments	7	17,133			22,085	
Loans to Members (Welfare Fund)		48,485			42,772	
Cash at Bank and in Hand		732,005			847,152	
		797,623			912,009	
CURRENT LIABILITIES						
Royalties collected for Members		21,169			68,329	
Creditors and Accruals	8	37,572			53,116	
		58,741			121,445	
NET CURRENT ASSETS						
				738,882		790,564
Represented by:						
				738,882		790,564
GENERAL FUND						
				643,845		733,834
WELFARE FUND						
				95,037		56,730
				738,882		790,564

ELEANOR PEERS

Eleanor Peers

GENERAL SECRETARY

EMMA REEVES

Emma Reeves

CHAIR

Approved for issue to the members:

THE WRITERS' GUILD OF GREAT BRITAIN

ACCOUNTING POLICIES

YEAR ENDED 31 DECEMBER 2024

Accounting convention

"The financial statements are prepared under the historical cost convention and in accordance with the FRS 102 Section 1A Small Entities, subject to income being recognised on a cash rather than accruals basis. The Financial Reporting Standard applicable in the UK and Republic of Ireland and Companies Act 2006"

Subscriptions

Subscriptions are recognised when the performance obligations have been met.

Donations

Donations to the Guild are accounted for when received.

Expenditure

All expenditure in the accounts is inclusive of VAT where applicable.

Depreciation

Depreciation is provided on all tangible fixed assets at rates estimated to write off the cost, less estimated residual value, of each asset over its expected useful life as follows:

Office Equipment	25% on written down value
Computer equipment	25% on written down value

Operating Leases

Rental payments in respect of operating leases are charged to the income and expenditure account.

THE WRITERS' GUILD OF GREAT BRITAIN

NOTES TO THE ACCOUNTS

YEAR ENDED 31 DECEMBER 2024

	2024	2023
	£	£
1 OTHER INCOME		
Bank interest	8,719	7,630
Awards Income	6,500	2,546
Other Income	1,507	610
Admin Charge on Royalties	5,022	0
	21,748	10,786
2 MEMBERSHIP ACTIVITY AND COMMUNICATION COSTS		
Postage and Telephone	4,287	4,258
Meetings Expenses	5,212	3,465
Guild Awards Expenses	2,707	1,309
Legal Representation	41,846	41,330
Communications	16,105	10,272
	70,157	60,634

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NOTES TO THE ACCOUNTS

YEAR ENDED 31 DECEMBER 2024

3	PREMISES AND EQUIPMENT COSTS	2024 £	2023 £
	Rent Rates and Utilities	55,480	53,592
	Insurance	4,599	4,609
	Repairs and Maintenance	3,254	4,268
	Equipment Hire	3,124	3,294
	Computer Support	33,253	14,082
	Depreciation	0	0
		99,710	79,845
4	ADMINISTRATION EXPENSES		
	Membership System	21,029	21,561
	Stationary	1,579	523
	Travelling and Subsistence	15,327	7,720
	Affiliation Fees	23,154	20,659
	Audit and Accountancy	12,344	11,880
	Bank charges and Interest	310	303
	Sundry	10,106	7,976
	Contract Vetting Fee	1,716	1,947
		85,565	72,569

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NOTES TO THE ACCOUNTS

YEAR ENDED 31 DECEMBER 2024

5 TAX CHARGE ON SURPLUS/(DEFICIT) ON ORDINARY ACTIVITIES

	2024 £	2023 £
Corporation Tax Change for the year	(216)	(6,010)

6 TANGIBLE FIXED ASSETS

	Office Equipment £	Computer Equipment £	Total £
COST			
At 1 st January 2024	18,066	33,668	51,734
Additions	-	-	-
Disposals	-	-	-
At 31 st December 2024	18,066	33,668	51,734
DEPRECIATION			
At 1 st January 2024	18,066	33,668	51,734
Disposals	-	-	-
Charges for the Year			
At 31 st December 2024	18,066	33,668	51,734
NET BOOK VALUE			
At 31 st December 2024	0	0	0
At 31 st December 2023	0	0	0

THE WRITERS' GUILD OF GREAT BRITAIN

NOTES TO THE ACCOUNTS

YEAR ENDED 31 DECEMBER 2024

7 DEBTORS	2024	2023
	£	£
Due within one year		
Trade Debtors	0	0
Prepayments	17,133	14,474
Other Debtors	0	7,611
	<hr/>	<hr/>
	17,133	22,085

8 CREDITORS: Amounts Falling due within one year	2024	2023
	£	£
Trade Creditors	14,155	6,494
Corporation Tax	0	0
Other taxes and Social Security	12,479	13,294
Accruals and Deferred Income	10,938	33,328
	<hr/>	<hr/>
	37,572	53,116

9 OPERATING LEASES

At 31 December 2024, there were annual commitments under non-cancellable operating leases as set out below:

	2024	2023
	£	£
Operating Lease Which Expires		
In Less Than Five Years	<hr/>	<hr/>
	37,400	37,400

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INCOME AND EXPENDITURE ACCOUNT

WELFARE FUND

YEAR ENDED 31 DECEMBER 2024

	2024	2023
	£	£
RECEIPTS		
Donations (members)	49,250	1,050
	49,250	1,050
EXPENDITURE		
Grants to Members	6,800	0
Welfare Loans Written off	4,143	
	10,943	0
PROFIT/(LOSS) FOR THE YEAR	38,307	1,050
BALANCES BOUGHT FORWARD	56,730	55,680
BALANCES CARRIED FORWARD	95,037	56,730

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RECEIPTS AND PAYMENTS

ROYALTIES ACCOUNT

YEAR ENDED 31 DECEMBER 2024

	2024	2023
	£	£
RECEIPTS		
Royalties received	45,590	342
	45,590	342
 PAYMENTS		
Distribution to Members	37,728	41
Donations to Welfare Fund	55,022	
	92,750	41
 NET INCREASE	(47,160)	301
 MONIES HELD FOR DISTRIBUTION B/FWD	68,329	68,028
 MONIES HELD FOR REDISTRIBUTION C/FWD	21,169	68,329

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Information to be provided to Members as required under the Trade Union and Labour Relations (Consolidation) Act 1992 (Amended) for the year ended 31 December 2024

SUMMARY OF SALARIES AND BENEFITS PROVIDED

During the year, the General Secretary received a gross salary of £74,312 and Pension Contributions of £6,660.

The President and the members of the Executive Council do not receive any salaries or any benefits. They are reimbursed for any expenditure incurred by them in the performance of their duties on behalf of the Guild as is the General Secretary.

DECLARATION TO MEMBERS

We are also required by the Trade Union and Labour Relations (Consolidation) Act 1992 (Amended) to include the following declaration in this statement to all members. The wording is as prescribed by the Act.

"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 the view to investigating further, obtaining clarification and, if necessary, securing regularisation of that conduct.

The member may raise any such concerns with such one or more of the following as it seems appropriate to raise it with: the officials of the union, the trustees of the property of the union, the auditor 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 rules of the union and contemplates bringing civil proceedings against the union or responsible officials or trustees, he should consider obtaining independent legal advice."