

**Police Federation**  
*of England and Wales*



*Established by Act of Parliament*

**DURHAM  
CONSTABULARY**  
JOINT BRANCH BOARD

Telephone 0191 3787470

POLICE FEDERATION OFFICE  
POLICE HEADQUARTERS  
AYKLEY HEADS  
DURHAM DH1 5TT

Your Ref:—

Our Ref:—

8th February 2017

Dear Mr Mordecai,

Durham Constabulary JBB Audited Accounts for the Year ending 31<sup>st</sup> December 2015

Please find enclosed a completed F45 in respect of the above Joint Branch Board Accounts together with the Balance Sheet for the Financial year ending 31<sup>st</sup> December 2016

Yours sincerely,

David Robinson,  
Office Manager,

The Treasurer,  
Joint Central Committee,  
Police Federation of England and Wales,  
Federation House,  
Highbury Drive,  
Leatherhead,  
Surrey.  
KT22 7UY

# **POLICE FEDERATION**

**Police Act 1964**

**The Police Federation Regulations 1969, Part III (as amended)**

**DURHAM CONSTABULARY BRANCH BOARD FUND**

## **FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31ST DECEMBER 2016**

**F45**

**MM / 2016**

**DURHAM CONSTABULARY BRANCH BOARD FUND**

**YEAR ENDED 31ST DECEMBER 2016**

|                  |   |
|------------------|---|
| <b>CHAIRMAN</b>  | David A Jackson<br>Federation Office<br>Police Headquarters<br>Aykley Heads<br>Durham<br>DH1 5TT  |
| <b>SECRETARY</b> | Kevin L Wilson<br>Federation Office<br>Police Headquarters<br>Aykley Heads<br>Durham<br>DH1 5TT   |
| <b>TREASURER</b> | Kevin L Wilson<br>Federation Office<br>Police Headquarters<br>Aykley Heads<br>Durham<br>DH1 5TT   |
| <b>AUDITORS</b>  | CTC Chartered Accountants<br>Chartered Accountants & Statutory Auditors<br>13 Portland Terrace<br>Jesmond<br>Newcastle Upon Tyne<br>NE2 1SN   |
| <b>TRUSTEES</b>  | Ian Craggs<br>Federation Office<br>Police Headquarters<br>Aykley Heads<br>Durham<br>DH1 5TT<br><br>Simon Gdaniec<br>Federation Office<br>Police Headquarters<br>Aykley Heads<br>Durham<br>DH1 5TT<br><br>Paul Phillips<br>Federation Office<br>Police Headquarters<br>Aykley Heads<br>Durham<br>DH1 5TT |

**SHOW NAMES AND ADDRESSES OF ABOVE OFFICIALS AND QUALIFICATIONS OF AUDITORS**

**INDEPENDENT AUDITORS REPORT TO THE MEMBERS OF  
DURHAM CONSTABULARY BRANCH BOARD FUND**

We have audited the Financial Statements of the Durham Constabulary Branch Board Fund for the year ended 31st December 2016, which comprise the Statement of Income and Retained Earnings, Statement of Financial Position, and Notes to the Financial Statements. The Financial Statements have been prepared under the requirements of the Police Federation Regulations and Fund Rules and adopting the measurement principles of FRS 102, "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

This report is made solely to the Fund's members, as a body. Our audit work has been undertaken so that we might state to the Fund's members 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 Fund and the Fund's members as a body, for our audit work, for this report, or for the opinions we have formed.

**Respective Responsibilities of the Management Committee and Auditors**

As explained more fully in the Statement of Management Committee's Responsibilities set out in the notes to the Financial Statements the management committee are responsible for the preparation of the Financial Statements and for being satisfied that they fairly reflect the state of the Fund's affairs as at 31st December 2016 and of its results for the year then ended.

Our responsibility is to audit and express an opinion on the Financial Statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

**Scope of the audit of the Financial Statements**

An audit involves obtaining evidence about the amounts and disclosures in the Financial Statements sufficient to give 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 to the Fund's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the management committee; and the overall presentation of the Financial Statements.

**Opinion on Financial Statements**

In our opinion the Financial Statements:

- fairly reflect the state of the Fund's affairs as at 31st December 2016 and of its results for the year then ended;
- have been properly prepared in accordance with the measurement principles of United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the Police Federation Regulations and Fund Rules.

**Other Matters**

The Financial Statements for the year ended 31st December 2016 includes all funds raised for the purpose of the Joint Branch Board Fund in accordance with Regulation 2 Police Federation (Amendment) Regulations 2015.

Signed: .....  .....

CTC Chartered Accountants  
Chartered Accountants & Statutory Auditors  
13 Portland Terrace  
Jesmond  
Newcastle upon Tyne

Dated: 6th February 2017

NE2 1SN

**DURHAM CONSTABULARY BRANCH BOARD FUND**

**STATEMENT OF INCOME AND RETAINED EARNINGS  
FOR THE YEAR ENDED 31ST DECEMBER 2016**

|  | <b>2016</b>     | <b>2015</b>     |
|--|-----------------|-----------------|
|  | <b>£</b>        | <b>£</b>        |
| <b>INCOME</b>  |                 |                 |
| Weekly Subscriptions   |                 |                 |
| Constables   | 214,974         | 233,915         |
| Sergeants  | 41,347          | 41,369          |
| Inspectors   | 17,178          | 17,264          |
|  | <hr/>           | <hr/>           |
|  | 273,499         | 292,548         |
| <br>Less: Payable to Joint Central Committee 70%             |                 |                 |
| Constables   | 150,482         | 163,740         |
| Sergeants  | 28,943          | 28,958          |
| Inspectors   | 12,024          | 12,085          |
|  | <hr/>           | <hr/>           |
|  | 191,449         | 204,783         |
| <br><b>TOTAL INCOME</b>                                      | <br>82,050      | <br>87,765      |
| <br>Less: <b>ADMINISTRATIVE EXPENSES</b> (Note 1)            | <br>(164,711)   | <br>(169,187)   |
|  | <hr/>           | <hr/>           |
| <b>(DEFICIT) OF SUBSCRIPTION INCOME<br/>OVER EXPENDITURE</b> | <b>(82,661)</b> | <b>(81,422)</b> |
| <br>Add: Other Income - (Note 1.1)                           | <br>60,424      | <br>68,980      |
|  | <hr/>           | <hr/>           |
| <b>(DEFICIT) FOR THE YEAR<br/>BEFORE GAINS / (LOSSES)</b>    | <b>(22,237)</b> | <b>(12,442)</b> |
| <br>Gains / (Losses)   | <br>-           | <br>-           |
|  | <hr/>           | <hr/>           |
| <b>(DEFICIT) FOR THE YEAR</b>                                | <b>(22,237)</b> | <b>(12,442)</b> |
| <br><b>RETAINED EARNINGS BROUGHT FORWARD</b>                 | <br>287,451     | <br>299,893     |
|  | <hr/>           | <hr/>           |
| <b>RETAINED EARNINGS CARRIED FORWARD</b>                     | <b>265,214</b>  | <b>287,451</b>  |
|  | <hr/> <hr/>     | <hr/> <hr/>     |

**DURHAM CONSTABULARY BRANCH BOARD FUND**

**STATEMENT OF FINANCIAL POSITION AS AT 31ST DECEMBER 2016**

|  | <b>2016<br/>Cost</b> | <b>Accumulated<br/>Depreciation/<br/>Revaluation/<br/>Impairment</b> | <b>2016<br/>Net Book<br/>Value</b> | <b>2015<br/>Net Book<br/>Value</b> |
|--|----------------------|--|------------------------------------|------------------------------------|
|  | <u>£</u>             | <u>£</u>   | <u>£</u>                           | <u>£</u>                           |
| <b>TANGIBLE FIXED ASSETS</b>                                   |                      |  |                                    |                                    |
| Furniture and Fittings   | 44,169               | 26,505   | 17,664                             | 26,499                             |
|  | <u>44,169</u>        | <u>26,505</u>  | <u>17,664</u>                      | <u>26,499</u>                      |
| <b>CURRENT ASSETS</b>  |                      |  |                                    |                                    |
| Cash at Bank and in Hand                                       |                      |  | 231,048                            | 237,948                            |
| Prepaid Expenses   |                      |  | 20,076                             | 26,274                             |
|  |                      |  | <u>251,124</u>                     | <u>264,222</u>                     |
| <b>CURRENT LIABILITIES</b>                                     |                      |  |                                    |                                    |
| Corporation Tax  |                      |  | 154                                | -                                  |
| Sundry Accrued Expenses  |                      |  | 3,420                              | 3,270                              |
|  |                      |  | <u>3,574</u>                       | <u>3,270</u>                       |
| <b>NET CURRENT ASSETS / (LIABILITIES)</b>                      |                      |  | <u>247,550</u>                     | <u>260,952</u>                     |
| <b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>                   |                      |  | 265,214                            | 287,451                            |
| <b>CREDITORS: Amounts Falling Due After More Than One Year</b> |                      |  | -                                  | -                                  |
| <b>NET ASSETS</b>  |                      |  | <u>265,214</u>                     | <u>287,451</u>                     |
| <b>REPRESENTED BY</b>  |                      |  |                                    |                                    |
| Retained Earnings  |                      |  | 265,214                            | 287,451                            |
|  |                      |  | <u>265,214</u>                     | <u>287,451</u>                     |

We certify that we have fully complied with the Regulation 2 Police Federation (Amendment) Regulations 2015 and disclosed in the F45 all funds of which we are a beneficiary. We understand that failure to comply with this Regulation could be deemed a criminal and/or Police Disciplinary matter.

These Financial Statements have been prepared using the measurement principles and provisions of FRS 102.

Signed .....  ..... CHAIRMAN

Signed .....  ..... TREASURER

Date Financial Statements approved: 6th February 2017

**DURHAM CONSTABULARY BRANCH BOARD FUND  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31ST DECEMBER 2016**

|   | 2016<br>£      | 2015<br>£      |
|---|----------------|----------------|
| <b>1. ADMINISTRATIVE EXPENSES</b>                             |                |                |
| Additional Responsibility Payments (Honoraria)                | 5,281          | 5,094          |
| Annual Conference   | 4,652          | 2,315          |
| Audit and Accountancy Charges                                 | 3,420          | 3,270          |
| Communication   | 2,842          | 3,009          |
| Corporation Tax   | 154            | -              |
| Depreciation  | 8,835          | 8,835          |
| Donations   | 2,030          | 750            |
| Insurance   | 1,702          | 1,575          |
| Postage, Printing and Stationery                              | 4,905          | 4,028          |
| Repairs and Maintenance                                       | 3,284          | 3,299          |
| Subsistence (Meal Expenses)                                   | 6,774          | 10,784         |
| Sundry Expenses   | 920            | 1,315          |
| Travel  | 8,492          | 12,880         |
| Other Expenses  |                |                |
| Salaries  | 84,913         | 89,437         |
| Annual Dinners  | 3,233          | 5,561          |
| Rent and Rates  | 13,601         | 15,415         |
| Electricity   | 1,033          | 1,620          |
| Legal Expense   | 1,500          | -              |
| Website Costs   | 7,140          | -              |
| <b>TOTAL AS PER STATEMENT OF INCOME AND RETAINED EARNINGS</b> | <b>164,711</b> | <b>169,187</b> |
|   | 2016<br>£      | 2015<br>£      |
| <b>1.1 OTHER INCOME</b>                                       |                |                |
| Bank Interest (Gross)   | 771            | 794            |
| Profits from Accident Scheme                                  | 58,005         | 65,836         |
| Commissions received  | 1,648          | 2,350          |
| <b>TOTAL AS PER STATEMENT OF INCOME AND RETAINED EARNINGS</b> | <b>60,424</b>  | <b>68,980</b>  |

**DURHAM CONSTABULARY BRANCH BOARD FUND  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31ST DECEMBER 2016**

**2. ACCOUNTING POLICIES**

**A. Basis of Preparing the Financial Statements**

The Financial Statements have been prepared under the requirements of the Police Federation Regulations and Fund Rules and adopting the measurement principles of Financial Reporting Standard 102, "The Financial Reporting Standard applicable in the UK and Republic of Ireland" (FRS 102).

This is the first year in which the Financial Statements have been prepared in accordance with FRS 102. Refer to note 8 for an explanation of the transition.

The date of the transition is 1st January 2015. The transition to FRS 102 has resulted in a small number of changes in the accounting policies to those used previously.

**B. Accounting Convention**

The Financial Statements have been prepared under the historic cost convention except investments and investment properties which are stated at market value.

**C. Income**

Income is primarily derived from subscriptions collected from the Funds members.

Other income sources includes investment income and income generated from providing member services.

**D. Expenditure**

Expenditure is shown inclusive of Value Added Tax.

**E. Depreciation**

Depreciation has been calculated at rates required to write off the relevant assets over their anticipated lives.

The applicable annual rates are:

Furniture and Fittings

— 5 Years Straight Line

**F. Taxation**

Provision is made for Corporation Tax in respect of the Fund's liability to taxation on investment income, capital gains and income derived from third party transactions.



**DURHAM CONSTABULARY BRANCH BOARD FUND  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31ST DECEMBER 2016**

**3. STATEMENT OF MANAGEMENT COMMITTEE'S RESPONSIBILITIES**

Regulation 18(2) of The Police Federation Regulations (as amended) requires the Committee, in relation to Federation funds held by it, to keep accounts showing all monies received or paid out and to cause the Financial Statements for each year to be audited by an independent auditor. In causing the Financial Statements to be prepared, the Committee is required to:

- Select suitable accounting policies and apply them consistently.
- Make judgements and estimates that are reasonable and prudent.
- Ensure that the Financial Statements are prepared on the going concern basis unless it is appropriate to presume otherwise.

The Committee is responsible for keeping adequate accounting records and also is responsible for safeguarding the assets of the Fund and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**4. CONTRIBUTIONS DUE FROM / (TO) JOINT CENTRAL COMMITTEE**

|            | 2016<br>£ | 2015<br>£ |
|------------|-----------|-----------|
| Constables | -         | -         |
| Sergeants  | -         | -         |
| Inspectors | -         | -         |
|            | -         | -         |

**5. CONTRIBUTING AND NON CONTRIBUTING MEMBERS AT 31ST DECEMBER 2016**

|                                | 2016<br>No. of Contributing<br>Members | 2015<br>No. of Contributing<br>Members | 2016<br>No. of Non Contributing<br>Members | 2015<br>No. of Non Contributing<br>Members | 2016<br>Others* | 2015<br>Others* |
|--------------------------------|--|--|--|--|-----------------|-----------------|
| Cadets                         | -                                      | -                                      | -  | -  | -               | -               |
| Constables                     | 871                                    | 919                                    | 20   | 20   | -               | -               |
| Sergeants                      | 157                                    | 155                                    | 1  | 3  | -               | -               |
| Inspectors/Chief<br>Inspectors | 68                                     | 62                                     | -  | -  | -               | -               |
|                                | 1,096                                  | 1,136                                  | 21   | 23   | -               | -               |

\* This column refers to those members who are non contributors by virtue of receiving no pay, being on unpaid maternity leave or serving officers on career breaks. (JBB Circular 53/96 refers)

**DURHAM CONSTABULARY BRANCH BOARD FUND  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31ST DECEMBER 2016**

**6. TRANSITION TO FRS 102**

This is the first year that the entity has presented Financial Statements complying with the measurement principles of FRS 102. The entity has restated the comparative prior year amounts (where applicable) in accordance with FRS 102 requirements.

**CHANGES UNDER FRS 102**

1. Investments and investment properties are now measured at market value rather than at historic cost.
2. Deferred tax on change in measurement of investments from historic cost to market value.

Restated Statement of Financial Position

|  | Explanation | £          |
|--|-------------|------------|
| Original Retained Earnings at 31 December 2015                       |             |            |
| Restatement of Investments and Investment Properties                 | 1           |            |
| Deferred Tax on Restatement of Investments and Investment Properties | 2           |            |
| Restated Retained Earnings at 31 December 2015                       |             | -<br>===== |

Restated Statement of Income and Retained Earnings

|  | Explanation | £          |
|--|-------------|------------|
| Original Surplus / (Deficit) for the Year Ended 31 December 2015     |             |            |
| Restatement of Investments and Investment Properties                 | 1           |            |
| Deferred Tax on Restatement of Investments and Investment Properties | 2           |            |
| Restated Surplus / (Deficit) for the Year Ended 31 December 2015     |             | -<br>===== |

**DURHAM CONSTABULARY BRANCH BOARD FUND**

**BALANCE SHEET AND ACCOUNTS**

**FOR THE YEAR ENDED**

**31 DECEMBER 2016**

**DURHAM CONSTABULARY BRANCH BOARD FUND**

**YEAR ENDED 31 DECEMBER 2016**

We have audited the financial statements of Durham Constabulary Branch Board Fund for the year ended 31 December 2016, which comprise the Income and Expenditure Account, Balance Sheet and the related notes. The financial statements have been prepared under the requirements of the Police Federation Regulations and Fund Rules.

This report is made solely to the Fund's members, as a body. Our audit work has been undertaken so that we might state to the Fund's members 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 Fund and the Fund's members as a body, for our audit work, for this report, or for the opinions we have formed.

**Respective responsibilities of the management committee and auditors**

As explained more fully in the Statement of Management Committee's Responsibilities set out in the notes of the financial statements, the management committee are responsible for the preparation of the financial statements and for being satisfied that they fairly reflect the state of the Fund's affairs as at 31 December 2016 and of its results for the year then ended.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

**Scope of the audit of the financial statements**

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give 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 to the Fund's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the management committee; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Annual Report 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 for our audit.

**Opinion on financial statements**

In our opinion the financial statements:

- fairly reflect the state of the Fund's affairs as at 31 December 2016 and of its results for the year then ended;
- have been properly prepared in accordance with the measurement principles of United Kingdom Generally Accepted Accounting Practices; and
- have been prepared in accordance with the Police Federation Regulations and Fund Rules.

**CTC, Chartered Accountants  
Chartered Accountants & Statutory Auditors**

CTC  
13 Portland Terrace  
Jesmond  
Newcastle upon Tyne  
NE2 1SN



6.2.17

**DURHAM CONSTABULARY BRANCH BOARD FUND**

**BALANCE SHEET AS AT 31 DECEMBER 2016**

| <u>2015</u><br>£                        |                                | <u>2016</u><br>£ | <u>2016</u><br>£ |
|---|--------------------------------|------------------|------------------|
| <b><u>Fixed Assets</u></b>              |                                |                  |                  |
| <b><u>Office Equipment</u></b>          |                                |                  |                  |
| 44169.33                                | Costs as at 1.1.16             |                  | 44169.33         |
| -                                       | - Additions                    |                  | -                |
| -                                       | - Disposals                    |                  | -                |
| <u>44169.33</u>                         |                                |                  | <u>44169.33</u>  |
| 8835.33                                 | Less: Depreciation to 31.12.15 | 17670.33         |                  |
| 8835.00                                 | Charge for Year                | 8835.00          |                  |
| -                                       | Disposals                      | -                | 26505.33         |
| <u>17670.33</u>                         |                                |                  | <u>17664.00</u>  |
| <b><u>Current Assets</u></b>            |                                |                  |                  |
| 237947.77                               | Cash at Bank                   | 231047.81        |                  |
| -                                       | Cash in Hand                   | -                |                  |
| <u>26274.49</u>                         | Sundry Debtors                 | <u>20075.73</u>  |                  |
| 264222.26                               |                                | 251123.54        |                  |
| <b><u>Less: Current Liabilities</u></b> |                                |                  |                  |
| 3270.00                                 | Accrued Charges                | 3420.00          |                  |
| -                                       | Taxation                       | <u>154.20</u>    |                  |
| <u>3270.00</u>                          |                                | 3574.20          |                  |
| <u>260952.26</u>                        |                                |                  | <u>247549.34</u> |
| <u>287451.26</u>                        | <b><u>Net Assets</u></b>       |                  | <u>265213.34</u> |

**Represented By**

Accumulated Fund

|                   |                                |                    |
|-------------------|--------------------------------|--------------------|
| 299892.57         | As at 1.1.16                   | 287451.26          |
| <u>(12441.31)</u> | Surplus/(Deficit) for the Year | <u>( 22237.92)</u> |
| <u>287451.26</u>  |                                | <u>265213.34</u>   |

D A Jackson : Chairman

K Wilson : Secretary

Date Accounts Approved: ...02-02-2017..

**DURHAM CONSTABULARY BRANCH BOARD FUND**  
**INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED**

**31 DECEMBER 2016**

| <u>2015</u>       | <u>Income</u>                                    | <u>Constables</u> | <u>Sergeants</u> | <u>Inspectors</u> | <u>Probationers</u> | <u>2016</u>       |
|-------------------|--|-------------------|------------------|-------------------|---------------------|-------------------|
|                   | <u>Weekly Subscriptions</u>                      | 209671.28         | 41347.28         | 17177.68          | 5302.75             | 273498.99         |
|                   | <u>Less:</u>                                     |                   |                  |                   |                     |                   |
|                   | Payable to Central Committee                     | (146769.90)       | (28943.10)       | (12024.38)        | (3711.92)           | (191449.30)       |
| 87764.32          |  | <u>62901.38</u>   | <u>12404.18</u>  | <u>5153.30</u>    | <u>1590.83</u>      | <u>82049.69</u>   |
|                   | <u>Previous Year</u>                             |                   |                  |                   |                     |                   |
|                   | Weekly Subscriptions                             | 233085.57         | 41368.87         | 17263.99          | 829.26              |                   |
|                   | <u>Less:</u>                                     |                   |                  |                   |                     |                   |
|                   | Payable to Central Committee                     | (163159.91)       | (28958.19)       | (12084.79)        | (580.48)            |                   |
|                   |  | <u>69925.66</u>   | <u>12410.68</u>  | <u>5179.20</u>    | <u>248.78</u>       |                   |
|                   | <u>Interest Received</u>                         |                   |                  |                   |                     |                   |
| 794.40            | High Interest Account                            |                   |                  |                   |                     | 770.71            |
|                   | <u>Other Income</u>                              |                   |                  |                   |                     |                   |
| 2350.28           | Commissions received                             |                   |                  |                   |                     | 1647.80           |
|                   | <u>Accident Scheme</u>                           |                   |                  |                   |                     |                   |
| 626799.25         | Income   |                   |                  | 610398.88         |                     |                   |
| (560962.92)       | Expenditure                                      |                   |                  | (552393.85)       |                     | 58005.03          |
| <u>156745.33</u>  |  |                   |                  |                   |                     | <u>142473.23</u>  |
|                   | <u>Less: Expenditure</u>                         |                   |                  |                   |                     |                   |
| 4028.33           | Printing, Postage, Stationery & Advertising      |                   |                  |                   |                     | 4904.85           |
| 23664.38          | Travelling, Subsistence & Out of Pocket Expenses |                   |                  |                   |                     | 15265.94          |
| 2314.94           | Annual Conference                                |                   |                  |                   |                     | 4652.07           |
| 5093.70           | Honoraria  |                   |                  |                   |                     | 5281.20           |
| 8835.00           | Depreciation - Office Equipment                  |                   |                  |                   |                     | 8835.00           |
| 3270.00           | Audit & Accountancy Charges                      |                   |                  |                   |                     | 3420.00           |
| 89436.82          | Salaries   |                   |                  |                   |                     | 84912.72          |
| 5560.51           | Annual Dinners                                   |                   |                  |                   |                     | 3232.69           |
| 3008.51           | Telephone  |                   |                  |                   |                     | 2842.13           |
| <u>145212.19</u>  |  |                   |                  |                   |                     | <u>133346.60</u>  |
|                   | <u>Other Expenses</u>                            |                   |                  |                   |                     |                   |
| 15415.28          | Rent & Rates                                     |                   |                  |                   |                     | 13601.06          |
| 1315.15           | Sundry Expenses                                  |                   |                  |                   |                     | 920.40            |
| -                 | Legal Expense                                    |                   |                  |                   |                     | 1500.00           |
| 750.00            | Donations  |                   |                  |                   |                     | 2030.00           |
| 1619.59           | Electricity                                      |                   |                  |                   |                     | 1032.48           |
| 1575.17           | Insurance  |                   |                  |                   |                     | 1702.02           |
| 3299.26           | Maintenance & Equipment                          |                   |                  |                   |                     | 3284.39           |
| -                 | Website  |                   |                  |                   |                     | 7140.00           |
| -                 | Taxation   |                   |                  |                   |                     | 154.20            |
| <u>23974.45</u>   |  |                   |                  |                   |                     | <u>31364.55</u>   |
| <u>169186.64</u>  | Total Expenditure                                |                   |                  |                   |                     | <u>164711.15</u>  |
| <u>(12441.31)</u> | Net Loss   |                   |                  |                   |                     | <u>(22237.92)</u> |

**DURHAM CONSTABULARY BRANCH BOARD FUND**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2016**

**1. Accounting Policies**

**Depreciation.**

Depreciation has been calculated at rates required to write off the relevant assets over their anticipated lives. The applicable annual rates are:

New premises furniture – 5 years straight line basis

**Taxation.**

The fund is liable to Corporation Tax on its investment income.

**Expenditure.**

Expenditure is shown inclusive of Value Added Tax.

**2. Statement of Responsibilities**

Regulations 18(2) of the Police Federation Regulations requires the Board, in relation to Federation funds held by them, to keep accounts showing all monies received or paid out and to cause the accounts for each year to be audited by an independent auditor. In causing the accounts to be prepared, the board is required to:

- Select suitable accounting policies and apply them consistently.
- Make judgements and estimates that are reasonable and prudent.
- Ensure that the accounts are prepared on the going concern basis unless it is appropriate to presume otherwise.

The Board are responsible for keeping proper accounting records and also are responsible for safeguarding the assets of the Fund and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**3. Death Benefits**

During the year the Branch Board received death benefits of £115,000 (2015 - £175000) all of which were paid over to the appropriate beneficiaries as soon as the funds had cleared the branch boards current account which is non interest bearing.