

POLICE FEDERATION

Police Act 1964

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

SUFFOLK CONSTABULARY JOINT BRANCH BOARD FUND

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST DECEMBER 2016

SUFFOLK CONSTABULARY JOINT BRANCH BOARD FUND

YEAR ENDED 31ST DECEMBER 2016

CHAIRMAN

Darren Harris
Suffolk Police Federation Office
The Pines
Suffolk Police Headquarters
Martlesham Heath
IP5 3QS

SECRETARY

Mark Emsden
Suffolk Police Federation Office
The Pines
Suffolk Police Headquarters
Martlesham Heath
IP5 3QS

TREASURER

Mark Emsden
Suffolk Police Federation Office
The Pines
Suffolk Police Headquarters
Martlesham Heath
IP5 3QS

AUDITORS

Ensors Accountants LLP (ICAEW Registered Auditor)
Cardinal House
46 St Nicholas Street
Ipswich
Suffolk
IP1 1TT

TRUSTEES

Stuart Grimsey
The Police Station
Old Nelson Street
Lowestoft
NR32 1PE

Barry Abbott
The Police Station
Violet Hill Road
Stowmarket
IP14 1NJ

Sally Henderson
Suffolk Police Headquarters
Martlesham Heath
Suffolk
IP5 3QS

INDEPENDENT AUDITORS REPORT TO THE MEMBERS OF SUFFOLK CONSTABULARY JOINT BRANCH BOARD FUND

We have audited the Financial Statements of the Suffolk Constabulary Joint 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.

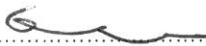
Opinion on Financial Statements

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.

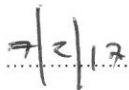
Other Matters

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: 

Ensors Accountants LLP
Chartered Accountants & Statutory Auditors
Cardinal House
46 St Nicholas Street
Ipswich

IP1 1TT

Dated: 

SUFFOLK CONSTABULARY JOINT BRANCH BOARD FUND

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

	2016	2015
	£	£
INCOME		
Weekly Subscriptions		
Constables	220,165	223,520
Sergeants	41,131	44,088
Inspectors	14,912	17,372
	<hr/>	<hr/>
	276,208	284,980
Less: Payable to Joint Central Committee 70%		
Constables	154,115	156,464
Sergeants	28,792	30,862
Inspectors	10,438	12,160
	<hr/>	<hr/>
	193,345	199,486
TOTAL INCOME	82,863	85,494
Less: ADMINISTRATIVE EXPENSES (Note 1)	124,802	120,999
	<hr/>	<hr/>
(DEFICIT) OF SUBSCRIPTION INCOME OVER EXPENDITURE	(41,939)	(35,505)
Add: Other Income - (Note 1.1)		
To include all income as specified in Regulation 2c in the Police Federation (Amendments) Regulation 2015	31,894	35,209
	<hr/>	<hr/>
(DEFICIT) FOR THE YEAR BEFORE GAINS / (LOSSES)	(10,045)	(296)
Gains / (Losses) - (Note 1.2)	0	0
Value Adjustments on Investments	44,153	44,208
Value Adjustments on Investment Properties	0	0
Deferred Tax on Value Adjustments	(6,689)	0
	<hr/>	<hr/>
SURPLUS FOR THE YEAR	27,419	43,912
RETAINED EARNINGS BROUGHT FORWARD	349,435	305,523
	<hr/>	<hr/>
RETAINED EARNINGS CARRIED FORWARD	<u>376,854</u>	<u>349,435</u>

SUFFOLK CONSTABULARY JOINT BRANCH BOARD FUND

STATEMENT OF FINANCIAL POSITION AS AT 31ST DECEMBER 2016

	2016 Cost	Accumulated Depreciation/ Revaluation/ Impairment	2016 Net Book Value	2015 Net Book Value
	£	£	£	£
TANGIBLE FIXED ASSETS				
Furniture and Fittings	4,793	3,976	817	981
Computer Equipment	32,672	27,623	5,049	8,560
Others - Motor vehicles	11,316	6,464	4,852	6,468
Others - Mechanical and electrical equipment	1,146	1,012	134	182
	<u>49,927</u>	<u>39,075</u>	<u>10,852</u>	<u>16,191</u>
INVESTMENTS				
	2016 Cost	2015 Cost	2016 Market Value	2015 Market Value
	£	£	£	£
Investments	200,000	200,000	288,361	244,208
	<u>200,000</u>	<u>200,000</u>	<u>288,361</u>	<u>244,208</u>
CURRENT ASSETS				
Contributions due from Joint Central Committee (Note 4)			0	0
Subscriptions Due			0	0
Cash at Bank and in Hand			93,138	130,921
Others - other debtors and prepayments			54,344	11,224
			<u>147,482</u>	<u>142,145</u>
CURRENT LIABILITIES				
Contributions due to Joint Central Committee (Note 4)			(15,907)	(16,360)
Corporation Tax			(29)	(61)
Deferred Tax			(6,689)	0
Sundry Accrued Expenses			(47,216)	(36,688)
			<u>(69,841)</u>	<u>(53,109)</u>
NET CURRENT ASSETS / (LIABILITIES)			<u>77,641</u>	<u>89,036</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>376,854</u>	<u>349,435</u>
CREDITORS: Amounts Falling Due After More Than One Year (Specify)			0	0
NET ASSETS			<u>376,854</u>	<u>349,435</u>
REPRESENTED BY				
Retained Earnings			376,854	349,435
Other Reserves - (Specify)				
			<u>376,854</u>	<u>349,435</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: 6 February 2017

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

	2016 £	2015 £
1. ADMINISTRATIVE EXPENSES		
Accommodation	0	0
Additional Responsibility Payments (Honoraria)	6,891	0
Annual Conference	3,700	4,700
Audit and Accountancy Charges	5,809	3,708
Bank Charges	228	317
Clerical Assistance and Social Security Costs	57,385	53,182
Communication	3,292	3,339
Computer Consumables	2,016	3,068
Corporation Tax	29	61
Depreciation	5,317	5,258
Donations	264	884
Insurance	459	1,031
Meeting Expenses	8,435	10,796
Official Publications	0	37
Postage, Printing and Stationery	3,524	6,576
Repairs and Maintenance	1,863	157
Subsistence (Meal Expenses)	2,577	3,095
Sundry Expenses	1,568	926
Travel	12,369	15,424
Other Expenses:		
- Newspapers	320	197
- Presentations	1,419	1,570
- Other equipment costs	0	396
- Bravery awards	2,460	2,320
- Memorial Day	0	100
- Entertainment	40	46
- Wreathes and flowers	67	126
- Training courses	720	465
- Pension	2,579	2,189
- Motor expenses	289	278
- Subscriptions	782	753
- Legal & professional fees	400	0
TOTAL AS PER STATEMENT OF INCOME AND RETAINED EARNINGS	<u>124,802</u>	<u>120,999</u>
	2016 £	2015 £
1.1 OTHER INCOME		
Bank Interest (Gross)	143	304
Dividends Received	0	0
Donations Received	0	0
Profit / (loss) from Mailshots and Commissions	19,964	23,402
Advertising income and sale of diaries	5,831	5,615
Refund of conference related expenses	5,662	5,439
Miscellaneous income	294	449
Regulation 2c Income	0	0
TOTAL AS PER STATEMENT OF INCOME AND RETAINED EARNINGS	<u>31,894</u>	<u>35,209</u>
	2016 £	2015 £
1.2 GAINS / (LOSSES)		
Gain / (Loss) on Investments	44,153	44,208
TOTAL AS PER STATEMENT OF INCOME AND RETAINED EARNINGS	<u>44,153</u>	<u>44,208</u>

**SUFFOLK CONSTABULARY JOINT 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 may include rental / 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	— 15% reducing balance basis
- Computer Equipment	— 25% straight line basis
- Motor vehicles	— 7 years straight line basis
- Mechanical and electrical equipment	— 25% reducing balance basis

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.

G. Investments

Investments are shown in the Financial Statements at market value.

H. Deferred Taxation

Deferred taxation is provided on the liability method to take account of timing differences between the treatment of certain items for accounts purposes and their treatment for tax purposes.

**SUFFOLK CONSTABULARY JOINT 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	2015
	£	£
Constables	(12,780)	(12,931)
Sergeants	(2,341)	(2,462)
Inspectors	(786)	(967)
	<u>(15,907)</u>	<u>(16,360)</u>

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

	2016	2015	2016	2015	2016	2015
	No. of Contributing	Members	No. of Non Contributing	Members	Others*	Others*
Cadets	-	-	-	-	-	-
Constables	837	856	31	30	18	9
Sergeants	155	163	5	4	-	-
Inspectors/Chief Inspectors	52	64	3	3	-	-
	<u>1,044</u>	<u>1,083</u>	<u>39</u>	<u>37</u>	<u>18</u>	<u>9</u>

* 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)

6. INVESTMENTS

	2016	2015
	Market Value	Market Value
	£	£
Equities	-	-
Fixed Interest Funds	-	-
Unit Trusts	288,361	244,208
Others - (Specify)	-	-
	<u>288,361</u>	<u>244,208</u>

7. INVESTMENT PROPERTIES (if applicable)

	2016	2015
	Market Value	Market Value
	£	£
Investment Properties	-	-
	<u>-</u>	<u>-</u>

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

8. 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		305,227
Restatement of Investments and Investment Properties	1	44,208
Deferred Tax on Restatement of Investments and Investment Properties	2	0
Restated Retained Earnings at 31 December 2015		<u><u>349,435</u></u>

Restated Statement of Income and Retained Earnings

	Explanation	£
Original Surplus / (Deficit) for the Year Ended 31 December 2015		(296)
Restatement of Investments and Investment Properties	1	44,208
Deferred Tax on Restatement of Investments and Investment Properties	2	0
Restated Surplus / (Deficit) for the Year Ended 31 December 2015		<u><u>43,912</u></u>