

POLICE FEDERATION

Police Act 1964

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

WARWICKSHIRE JOINT BRANCH BOARD FUND

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST DECEMBER 2016

WARWICKSHIRE JOINT BRANCH BOARD FUND

YEAR ENDED 31ST DECEMBER 2016

CHAIRMAN S Payne
Warwickshire Police Federation
8 Barford Exchange
Wellsbourne Road
Warwickshire
CV35 8AQ

SECRETARY S Martin
Warwickshire Police Federation
8 Barford Exchange
Wellsbourne Road
Warwickshire
CV35 8AQ

TREASURER L Maughan (Appointed 3 September 2016)
S Watkins (Resigned 2 September 2016)
Warwickshire Police Federation
8 Barford Exchange
Wellsbourne Road
Warwickshire
CV35 8AQ

AUDITORS George Hay & Company
Chartered Accountants & Statutory Auditors
83 Cambridge Street
Pimlico
London
SW1V 4PS

TRUSTEES S Hinton
Justice Centre
Newbold Terrace
Leamington Spa
Warwickshire CV32 4EL

L Barry
Justice Centre
Newbold Terrace
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Justice Centre
Newbold Terrace
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**INDEPENDENT AUDITORS REPORT TO THE MEMBERS OF
WARWICKSHIRE JOINT BRANCH BOARD FUND**

We have audited the Financial Statements of the Warwickshire 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

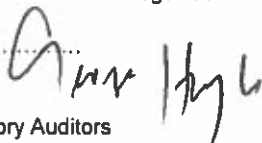
In our opinion the Financial Statements:

- 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:



George Hay & Company
Chartered Accountants & Statutory Auditors
83 Cambridge Street
Pimlico
London
SW1V 4PS

Dated: 1/2/17

WARWICKSHIRE JOINT BRANCH BOARD FUND

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

	2016	2015
	£	£
INCOME		
Weekly Subscriptions		
Constables	144,875	144,672
Sergeants	29,578	29,537
Inspectors	13,941	13,921
	<hr/>	<hr/>
	188,394	188,130
 Less: Payable to Joint Central Committee 70%		
Joint Central Committee	131,876	98,401
Constables	-	25,600
Sergeants	-	5,227
Inspectors	-	2,463
	<hr/>	<hr/>
	131,876	131,691
 TOTAL INCOME	 56,518	 56,439
 Less: ADMINISTRATIVE EXPENSES (Note 1)	 98,804	 93,974
	<hr/>	<hr/>
(DEFICIT) OF SUBSCRIPTION INCOME OVER EXPENDITURE	(42,286)	(37,535)
 Add: Other Income - (Note 1.1)	 51,440	 50,601
To include all income as specified in Regulation 2c in the Police Federation (Amendments) Regulation 2015		
 SURPLUS FOR THE YEAR BEFORE GAINS / (LOSSES)	 9,154	 13,066
 Gains / (Losses) - (Note 1.2)	 -	 -
 SURPLUS FOR THE YEAR	 9,154	 13,066
 RETAINED EARNINGS BROUGHT FORWARD	 394,945	 381,879
 RETAINED EARNINGS CARRIED FORWARD	 <hr/> <hr/> 404,099	 <hr/> <hr/> 394,945

WARWICKSHIRE JOINT BRANCH BOARD FUND

STATEMENT OF FINANCIAL POSITION AS AT 31ST DECEMBER 2016

	<u>2016 Cost</u>	<u>Accumulated Depreciation/ Revaluation/ Impairment</u>	<u>2016 Net Book Value</u>	<u>2015 Net Book Value</u>
	£	£	£	£
TANGIBLE FIXED ASSETS				
Furniture and Fittings	10,818	3,552	7,266	8,548
Computer Equipment	-	-	-	-
Others - <i>(Specify)</i>				
Freehold Property	314,103	-	314,103	314,103
	<u>324,921</u>	<u>3,552</u>	<u>321,369</u>	<u>322,651</u>
CURRENT ASSETS				
Contributions due from Joint Central Committee (Note 4)			2,630	4,299
Subscriptions Due			15,717	-
Cash at Bank and in Hand			57,919	66,636
Others - <i>(Specify)</i>				
Stock			483	483
Debtors and Prepayments			13,143	9,848
Corporation Tax			416	-
			<u>90,308</u>	<u>81,266</u>
CURRENT LIABILITIES				
Corporation Tax			-	2,436
Sundry Accrued Expenses			7,578	6,536
			<u>7,578</u>	<u>8,972</u>
NET CURRENT ASSETS / (LIABILITIES)			<u>82,730</u>	<u>72,294</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			404,099	394,945
CREDITORS: Amounts Falling Due After More Than One Year <i>(Specify)</i>			-	-
NET ASSETS			<u>404,099</u>	<u>394,945</u>
REPRESENTED BY				
Retained Earnings			404,099	394,945
Other Reserves - <i>(Specify)</i>				
			<u>404,099</u>	<u>394,945</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. These financial statements have been prepared using the measurement principles and provisions of FRS 102.

Signed J L Payne CHAIRMAN

Signed [Signature] TREASURER

Date financial statements approved: 1/2/17

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

	2016 £	2015 £
1. ADMINISTRATIVE EXPENSES		
Additional Responsibility Payments (Honoraria)	5,573	5,562
Annual Conference	4,699	4,883
Audit and Accountancy Charges	4,800	4,500
Bank Charges	216	182
Clerical Assistance and Social Security Costs	20,167	20,692
Communication	5,436	4,898
Computer Consumables	3,553	1,015
Corporation Tax	2,021	2,251
Depreciation	1,282	1,508
Donations (Note 1.3)	1,100	705
Hospitality	239	263
Incidental Overnight Expenses	10	15
Insurance	2,966	2,983
Meeting Expenses	4,295	7,074
Official Publications	2,801	2,188
Postage, Printing and Stationery	863	1,619
Repairs and Maintenance	5,348	3,777
Subsistence (Meal Expenses)	2,722	1,896
Sundry Expenses	1,506	179
Travel	12,361	10,743
<i>Other Expenses - (Specify)</i>		
Legal and Professional	2,334	3,897
Light and Heat	2,497	2,529
Presentations and Gifts	132	358
Rates	10,283	10,257
Training	1,600	-
TOTAL AS PER STATEMENT OF INCOME AND RETAINED EARNINGS	<u>98,804</u>	<u>93,974</u>
	2016	2015
	£	£
1.1 OTHER INCOME		
Bank Interest (Gross)	31	12
Advertising Income	2,970	3,190
Solar Panels Rebate	603	2,676
Reimbursement of Administration Expenses	10,000	10,000
Profit / (loss) from Mailshots and Commissions	37,836	34,723
Regulation 2c Income	-	-
TOTAL AS PER STATEMENT OF INCOME AND RETAINED EARNINGS	<u>51,440</u>	<u>50,601</u>
	2016	2015
	£	£
1.2 GAINS / (LOSSES)		
Gain / (Loss) on Investments	-	-
TOTAL AS PER STATEMENT OF INCOME AND RETAINED EARNINGS	<u>-</u>	<u>-</u>
	2016	2015
	£	£
1.3 Donations		
Alex's Journey	1,000	-
Memorial Fund PC D Phillips	-	250
Others	100	455
	<u>1,100</u>	<u>705</u>

**WARWICKSHIRE 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 Section 1A, "The Financial Reporting Standard applicable in the UK and Republic of Ireland" (FRS 102) applicable to small entities.

This is the first year in which the Financial Statements have been prepared in accordance with FRS 102 Section 1A - small entities. Refer to note 8 for an explanation of the transition.

The date of the transition is 1st January 2015. The transition to FRS 102 Section 1A 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.

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
Other Assets	— 25% reducing balance basis
Property - (<i>Specify</i>)	

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 (if applicable)

Investments and investment properties are shown in the Financial Statements at market value.

H. Deferred Taxation (if applicable)

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.

I. Other Policies - (*Specify*)

**WARWICKSHIRE 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 JOINT CENTRAL COMMITTEE

	2016 £	2015 £
Constables	-	2,070
Sergeants	-	323
Inspectors	-	857
Joint	2,630	1,049
	2,630	4,299

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

	2016 No. of Contributing Members	2015 No. of Contributing Members	2016 No. of Non Contributing Members	2015 No. of Non Contributing Members	2016 Others*	2015 Others*
Cadets	-	-	-	-	-	-
Constables	638	637	12	12	16	16
Sergeants	118	118	-	-	1	1
Inspectors/Chief	11	11	-	-	-	-
Inspectors	39	39	-	-	-	-
	806	805	12	12	17	17

* 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)

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

8. TRANSITION TO FRS 102 SECTION 1A - SMALL ENTITIES

This is the first year that the entity has presented Financial Statements complying with the measurement principles of FRS 102 Section 1A. The entity has restated the comparative prior year amounts (where applicable) in accordance with FRS 102 Section 1A requirements.
No transitional adjustments were required.

NOTES for the guidance of Treasurers
in completing the Statement of Income and Retained Earnings, Statement of Financial Position and Notes to the
Financial Statements

STATEMENT OF INCOME AND RETAINED EARNINGS

1. **NAME**
The name of the force should be shown in the following places:
Cover
Statement of Financial Position
Statement of Income and Retained Earnings
Auditors Report
2. The corresponding amounts for last year should be entered in the last column of each page.
3. **DEPRECIATION**
This represents the portion of cost of the assets written off in the year due to wear and tear and should be provided at rates calculated to write off the cost of the asset over its useful life. Normally, an average of 15% for furniture and fittings and 25% for other assets on a reducing balance basis and 25% for computer equipment on a straight line basis, should be adequate. The depreciation policy with regard to property should be disclosed under note 2, if applicable.
4. **OTHER EXPENDITURE**
Any expenditure which does not fall under the headings in the Statement of Income and Retained Earnings, should be entered beneath the pre-printed list with the appropriate narrative. **Please do not alter those headings already listed.**
5. **OTHER INCOME**
If the Fund has any other income, such as deposit interest, dividends (including accumulation dividends), then this should be shown here with a brief description of each item received.
6. **ADDITIONAL SCHEDULES**
Where additional schedules are to be used to give breakdowns of information in the Financial Statements, these should be signed and dated by the Chairman and Treasurer of the Board and the Auditors.

STATEMENT OF FINANCIAL POSITION

7. **ACCUMULATED FUND**
This represents the accumulated surpluses for all years from inception of the Fund.
8. **CONTRIBUTIONS DUE TO CENTRAL COMMITTEES**
figure which appears in the Income and Expenditure Account "Payable to Central Committees". This amount should be shown in the "Notes" and analysed between the different ranks.
9. **SUNDRY ACCRUED EXPENSES**
here in total. They will also, of course, be included under the appropriate headings, in the Income and Expenditure Account.
10. **FIXED ASSETS**
Purchases of assets over £1,000 should be capitalised. Purchases of assets under £1,000 should generally be written off. Assets not conforming with the standard headings should be shown separately on the Balance Sheet under "Others (specify)" in the Fixed Assets category.
11. **SUBSCRIPTIONS DUE**
Subscriptions which are due to the Fund at the end of the year but which have not been received are to be shown here. They will be added to the amounts received in respect of the year and included in the total as shown in the Income and Expenditure Account.

NOTES TO THE FINANCIAL STATEMENTS

12. **OTHER POLICIES/NOTES**
State any other accounting policies that are specifically adopted by the Fund, to reflect its own circumstances, for example policies on Stock, Revaluation of Properties, Other Income, Pensions, Other Fixed Assets, Loans etc. If Investments are held, the 'cost less provision for impairment in value' and 'market value' at the year end should be disclosed in note 6 in the Financial Statements.
- NB.** Copies of these Financial Statements must be forwarded to the Treasurers of the Rank Separate and Joint Central Committees. The copies must be signed by the officers of the Board and the Auditors (original signatures not photocopies).