

POLICE FEDERATION

Police Act 1964

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

JOINT BRANCH BOARD FUND

FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2015

F45
MM / 2015

JOINT BRANCH BOARD FUND
YEAR ENDED 31ST DECEMBER 2015

CHAIRMAN

Mark Pickard
c/o Police Federation Office
1 Windmill Rise
South Normanton
Derbyshire
DE55 2AZ

SECRETARY

Adam Galley
c/o Police Federation Office
1 Windmill Rise
South Normanton
Derbyshire
DE55 2AZ

TREASURER

Mark Parkinson
c/o Police Federation Office
1 Windmill Rise
South Normanton
Derbyshire
DE55 2AZ

AUDITORS

Cameron Hughes Ltd
Chartered Accountants
16 Jubilee Parkway
Jubilee Business Park
Derby
DE21 4BJ

TRUSTEES

Tony Wetton
c/o Police Federation Office
1 Windmill Rise
South Normanton
Derbyshire
DE55 2AZ

John Whitworth
c/o Police Federation Office
1 Windmill Rise
South Normanton
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DE55 2AZ

Paul Corton
c/o Police Federation Office
1 Windmill Rise
South Normanton
Derbyshire
DE55 2AZ

SHOW NAMES AND ADDRESSES OF ABOVE OFFICIALS AND QUALIFICATIONS OF AUDITORS

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF JOINT BRANCH BOARD FUND

We have audited the financial statements of the Joint Branch Board Fund for the year ended 31st December 2015, which comprise the Income and Expenditure Account, the 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 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 2015 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 2015 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 2015 includes all funds raised for the purpose of the Joint Branch Board Fund in accordance with Regulation 2 Police Federation (Amendment) Regulations 2015.

Signed: Cameron Hughes Ltd

Cameron Hughes Chartered Accountants
Chartered Accountants & Statutory Auditors
16 Jubilee Parkway
Jubilee Business Park
Derby
DE21 4BJ

Dated: 4th February 2016

JOINT BRANCH BOARD FUND

**INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31ST DECEMBER 2015**

	(01.01.15 - 31.03.15)	(01.04.15 - 31.12.15)	2015	2014
INCOME				
Weekly Subscriptions				
Constables	86,668	258,517	345,185	349,784
Sergeants	17,739	51,835	69,574	74,408
Inspectors	7,294	21,472	28,766	29,349
	<hr/>	<hr/>	443,525	453,541
Less: Payable to Central/Joint Committee	(01.01.15 - 31.03.15)	(01.04.15 - 31.12.15)		
Constables	60,667	180,904	241,571	244,955
Sergeants	12,417	36,285	48,702	52,085
Inspectors	5,106	15,030	20,136	20,544
	<hr/>	<hr/>	310,409	317,584
TOTAL INCOME			133,116	135,957
Less: ADMINISTRATIVE EXPENSES (Note 1)			159,269	156,276
(DEFICIT) OF SUBSCRIPTION INCOME OVER EXPENDITURE			<hr/> (26,153)	<hr/> (20,319)
Add: Other Income - (Note 1.1)			6,357	8,544
(DEFICIT) FOR THE YEAR BEFORE GAINS / (LOSSES)			<hr/> (19,796)	<hr/> (11,775)
Gains / (Losses)			-	-
(DEFICIT) FOR THE YEAR			<hr/> (19,796)	<hr/> (11,775)
ACCUMULATED FUND BROUGHT FORWARD			180,404	192,179
ACCUMULATED FUND CARRIED FORWARD			<hr/> <u>£ 160,608</u>	<hr/> <u>£ 180,404</u>

JOINT BRANCH BOARD FUND

BALANCE SHEET AS AT 31ST DECEMBER 2015

	Cost	Accumulated Depreciation/ Revaluation/ Impairment	2015 Net Book Value	2014
FIXED ASSETS				
Office equipment	32,325	26,300	6,025	6,027
	<u>32,325</u>	<u>26,300</u>	<u>6,025</u>	<u>6,027</u>
CURRENT ASSETS				
Subscriptions Due		-		-
Cash at Bank and in Hand		90,633		296,968
Stock		3,973		4,864
Debtors and prepayments		92,655		57,791
		<u>187,261</u>		<u>359,623</u>
Less:				
CURRENT LIABILITIES				
Contributions due to Joint/Central Committee (Note 4)		25,953		179,938
Corporation Tax		57		75
Sundry Accrued Expenses		6,668		5,233
		<u>32,678</u>		<u>185,246</u>
NET CURRENT ASSETS/(LIABILITIES)			<u>154,583</u>	<u>174,377</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>160,608</u>	<u>180,404</u>
CREDITORS: amounts falling due after more than one year			-	-
NET ASSETS			<u>£ 160,608</u>	<u>£ 180,404</u>
REPRESENTED BY				
Accumulated Fund			<u>160,608</u>	<u>180,404</u>
			<u>£ 160,608</u>	<u>£ 180,404</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.

Signed M. A. Pickard M A PICKARD - CHAIRMAN

Signed M. Parkinson M PARKINSON - TREASURER

Date accounts approved: 4th February 2016

**JOINT BRANCH BOARD FUND
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2015**

	2015	2014
1. ADMINISTRATIVE EXPENSES		
Annual Conference	1,840	5,328
Audit and Accountancy Charges	6,966	6,192
Bank Charges	40	55
Clerical Assistance and Social Security Costs	34,766	36,206
Computer Consumables	4,308	4,885
Corporation Tax	57	75
Depreciation	3,320	2,575
Donations -		
Attestations ceremony	2,000	
Memorial funds	700	
Brave Officer awards expenses	3,467	
Funeral donations	<u>30</u>	
	6,197	8,341
Payments to representatives	14,160	2,627
Insurance	2,442	2,239
Meeting Expenses	6,041	8,713
Official Publications	9,000	25
Out-of-Pocket Expenses	145	50
Postage, Printing and Stationery	17,962	16,684
Repairs and Maintenance	505	87
Sundry Expenses	422	540
Telephone Charges	4,961	7,237
Travelling and Subsistence	14,509	17,917
Communications support	3,510	1,857
Courses, conferences and exhibitions	5,628	6,505
Legal and professional fees	8,087	23,395
Loss on disposal of fixed assets	-	53
Member welfare and gifts	2,727	2,600
Office accommodation	8,375	-
Photocopier expenses	3,301	2,090
TOTAL AS PER INCOME AND EXPENDITURE ACCOUNT	<u>£ 159,269</u>	<u>£ 156,276</u>
	2015	2014
1.1 OTHER INCOME		
Bank Interest (gross)	284	373
Diminution on investments	-	-
Dividends received	-	-
Donations received	500	-
Profits/(loss) from mailshots and commissions	5,573	8,171
Regulation 2c income	-	-
TOTAL AS PER INCOME AND EXPENDITURE ACCOUNT	<u>£ 6,357</u>	<u>£ 8,544</u>

**JOINT BRANCH BOARD FUND
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2015**

2. ACCOUNTING POLICIES

A. Accounting Convention

The financial statements have been prepared under the historic cost convention.

B. 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.

C. Expenditure

Expenditure is shown inclusive of Value Added Tax.

D. 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

E. 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.

**JOINT BRANCH BOARD FUND
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2015**

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.

4a. CONTRIBUTIONS DUE TO CENTRAL COMMITTEES (TO 31ST MARCH 2015)

	2015	2014
Constables		131,660
Sergeants		34,683
Inspectors		13,595
	£ -	£ 179,938

4b. CONTRIBUTIONS DUE TO JOINT CENTRAL COMMITTEE (FROM 1ST APRIL 2015)

	2015	2014
Constables	20,303	
Sergeants	4,018	
Inspectors	1,632	
	£ 25,953	£ -

5. CONTRIBUTING AND NON CONTRIBUTING MEMBERS AT 31ST DECEMBER 2015

	No. of Contributing Members		No. of Non Contributing Members		Others*	
	2015	2014	2015	2014	2015	2014
	Cadets	-	-	-	1	-
Constables	1,396	1,439	28	25	-	-
Sergeants	266	277	13	15	-	-
Inspectors/Chief Inspectors	108	111	2	2	-	-
	1,770	1,827	43	43	-	-

* 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)