

POLICE FEDERATION

Police Act 1964

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

DORSET POLICE FEDERATION JOINT BRANCH BOARD FUND

FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2013

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DORSET POLICE FEDERATION JOINT BRANCH BOARD FUND

YEAR ENDED 31ST DECEMBER 2013

CHAIRMAN Constable A Tester
Dorset Police Federation Office,
Police Headquarters,
Winfrith, Dorchester,
Dorset DT2 8DZ.

SECRETARY Sergeant A Eggleston
Dorset Police Federation Office,
Police Headquarters,
Winfrith, Dorchester,
Dorset DT2 8DZ.

TREASURER Inspector K Lansdale
Dorset Police Federation Office,
Police Headquarters,
Winfrith, Dorchester,
Dorset DT2 8DZ.

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

TRUSTEES Constable N Manning
Dorset Police Federation Office,
Police Headquarters,
Winfrith, Dorchester,
Dorset DT2 8DZ.

Sergeant M Davenport
Dorset Police Federation Office,
Police Headquarters,
Winfrith, Dorchester,
Dorset DT2 8DZ.

Inspector S Whitley
Dorset Police Federation Office,
Police Headquarters,
Winfrith, Dorchester,
Dorset DT2 8DZ.

SHOW NAMES AND ADDRESSES OF ABOVE OFFICIALS AND QUALIFICATIONS OF AUDITORS

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

We have audited the financial statements of the Dorset Police Federation Joint Branch Board Fund for the year ended 31st December 2013, 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 2013 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

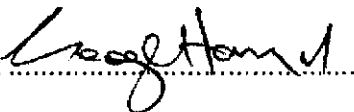
An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies 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 2013 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.

Signed:



GEORGE HAY & COMPANY
Chartered Accountants & Statutory Auditors
83 Cambridge Street
Pilmico
London
SW1V 4PS

Dated: 30th January 2014

DORSET POLICE FEDERATION JOINT BRANCH BOARD FUND

**INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31ST DECEMBER 2013**

	2013	2012
INCOME		
Weekly Subscriptions		
Constables	250,350	265,183
Sergeants	57,424	58,708
Inspectors	23,673	26,913
	<hr/>	<hr/>
	331,447	350,804
 Less: Payable to Central Committees (70%)		
Constables	175,245	185,628
Sergeants	40,197	41,096
Inspectors	16,571	18,839
	<hr/>	<hr/>
	99,434	105,241
 Less: ADMINISTRATIVE EXPENSES (Note 1)	114,859	141,969
 (DEFICIT) OF SUBSCRIPTION INCOME OVER EXPENDITURE	<hr/>	<hr/>
	(15,425)	(36,728)
 Add: Other Income - (<i>Specify</i>)		
Bank Interest (gross)	683	572
Reimbursement of administration expenses	43,688	42,592
Donations received	-	4,737
Diary donations received	395	577
Commission	814	458
Dividends received	2,670	2,345
Investment interest received	1,593	1,092
	<hr/>	<hr/>
SURPLUS FOR THE YEAR BEFORE GAINS / (LOSSES)	34,418	15,645
 Gains / (Losses) - (<i>Specify</i>)		
Gain on disposal of investments	2,020	-
Reversal of impairment provision on investments	(7,062)	8,808
	<hr/>	<hr/>
SURPLUS FOR THE YEAR	29,376	24,453
 ACCUMULATED FUND BROUGHT FORWARD	287,929	263,476
 ACCUMULATED FUND CARRIED FORWARD	<hr/> <hr/>	<hr/> <hr/>
	£ 317,305	£ 287,929

DORSET POLICE FEDERATION JOINT BRANCH BOARD FUND

BALANCE SHEET AS AT 31ST DECEMBER 2013

	Cost	Accumulated Depreciation/ Revaluation/ Impairment	2013 Net Book Value	2012
FIXED ASSETS				
Furniture and Fittings	13,074	9,413	3,661	4,307
Computer Equipment	26,514	22,003	4,511	5,246
Investments	115,094	(7,062)	108,032	108,811
Others - <i>(Specify)</i>				
Mechanical & Electronic Equipment	1,042	970	72	96
	<u>155,724</u>	<u>25,324</u>	<u>116,276</u>	<u>118,460</u>
CURRENT ASSETS				
Subscriptions Due		26,953		-
Cash at Bank and in Hand		202,778		201,022
Others - <i>(Specify)</i>				
Debtors		5,075		4,119
Stock		70		120
		<u>234,876</u>		<u>205,261</u>
Less:				
CURRENT LIABILITIES				
Contributions due to Central Committees (Note 4)		20,152		24,560
Corporation Tax		1,031		356
Sundry Accrued Expenses		12,664		10,876
		<u>33,847</u>		<u>35,792</u>
NET CURRENT ASSETS/(LIABILITIES)			<u>201,029</u>	<u>169,469</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			317,305	287,929
CREDITORS: amounts falling due after more than one year <i>(Specify)</i>			-	-
NET ASSETS			<u>£ 317,305</u>	<u>£ 287,929</u>
REPRESENTED BY				
Accumulated Fund			317,305	287,929
Other Reserves - <i>(Specify)</i>			-	-
			<u>£ 317,305</u>	<u>£ 287,929</u>

Signed .

. CHAIRMAN

Signed .

SECRETARY

Date accounts approved: 30th January 2014

**DORSET POLICE FEDERATION JOINT BRANCH BOARD FUND
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2013**

	2013	2012
1. ADMINISTRATIVE EXPENSES		
Annual Conference	990	2,310
Audit and Accountancy Charges	2,704	2,645
Bank Charges	40	40
Clerical Assistance and Social Security Costs	55,302	58,209
Computer Consumables	5,713	5,822
Corporation Tax	1,032	335
Depreciation	2,905	3,722
Donations - (<i>Specify</i>)		
Pilgrim Bandits	-	100
Julia's House, the 'Pride of Dorset'	-	1,850
Welfare donations	-	915
Care Of Police Survivors (<i>Cops</i>)	-	1,600
GMP PC Bone & Hughes Memorial Fund	-	600
SBS charity	-	500
London Marathon donation	-	50
Christmas charity donations	-	200
Half Pay/No Pay donation	2,100	-
Honoraria	14,176	17,568
Insurance	1,039	1,141
Meeting Expenses	4,716	4,482
Official Publications	1,506	360
Out-of-Pocket Expenses	125	270
Postage, Printing and Stationery	412	329
Repairs and Maintenance	649	2,154
Sundry Expenses	410	499
Telephone Charges	2,395	2,453
Travelling and Subsistence	15,503	22,049
Other Expenses - (<i>Specify</i>)		
Legal and professional	964	2,217
Pay dispute expenses	-	6,940
Presentations and gifts	778	2,439
Training	1,400	170
TOTAL AS PER INCOME AND EXPENDITURE ACCOUNT	<u>£ 114,859</u>	<u>£ 141,969</u>

**DORSET POLICE FEDERATION JOINT BRANCH BOARD FUND
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2013**

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

Property - *(Specify)*

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.

F. Investments (if applicable)

Investments are shown in the financial statements at cost less provision for impairment in value.

G. Other Policies - *(Specify)*

Stocks

Stocks have been valued at the lower of cost and net realisable value.

**DORSET POLICE FEDERATION JOINT BRANCH BOARD FUND
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2013**

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 TO/(FROM) CENTRAL COMMITTEES

	2013	2012
Constables	14,065	19,461
Sergeants	4,471	4,539
Inspectors	1,616	560
	£ 20,152	£ 24,560

5. CONTRIBUTING AND NON CONTRIBUTING MEMBERS AT 31ST DECEMBER 2013

	No. of Contributing Members		No. of Non Contributing Members		Others*	
	2013	2012	2013	2012	2013	2012
	Cadets					
Constables	949	996	5	3	25	19
Sergeants	217	227	1	2	1	3
Inspectors/Chief Inspectors	83	97	1	1	-	1
	1,249	1,320	7	6	26	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)

6. INVESTMENTS (if applicable)

	Cost Less Provision		Market Value	
	2013	2012	2013	2012
Equities	-	-	-	-
Fixed Interest Funds	-	-	-	-
Unit Trusts	108,032	108,811	128,789	108,811
Others - (Specify)	-	-	-	-
	£ 108,032	£ 108,811	£ 128,789	£ 108,811

**NOTES for the guidance of Treasurers
in completing the Income and Expenditure Account, Balance Sheet and Notes to the Financial Statements**

INCOME AND EXPENDITURE ACCOUNT

1. NAME

The name of the force should be shown in the following places:

Cover
Balance Sheet
Income and Expenditure Account
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 Income and Expenditure Account, 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.

BALANCE SHEET

7. ACCUMULATED FUND

This represents the accumulated surpluses for all years from inception of the Fund.

8. CONTRIBUTIONS DUE TO CENTRAL COMMITTEES

These represent contributions due to the Committee but not paid at the end of the year. They will also be included in the 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

Expenses which refer to the year under review, but which have not been paid at the end of the year, should be entered 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 £1000 should be capitalised. Purchases of assets under £1000 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).