

# ANNUAL RETURNS TO THE CERTIFICATION OFFICER

Industrial Relations (Northern Ireland) Order 1992 (as amended)

## FORM AR(NI)21 - ANNUAL RETURN FOR A TRADE UNION

Name of Trade Union:

INDEPENDENT WORKERS UNION
2017

Year ended:

Ref No:

Head or Main Office:



55 NORTH MAIN STREET, CORK.
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Has the address changed during the year to which the return relates?

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	(Tick as appropriate)
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General Secretary:

NOEL MURPHY
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Telephone Number and Email Address

021-4277151
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Contact name for queries regarding the completion of this return:

NOEL MURPHY
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Telephone Number and Email Address

021-4277151 noel@570eirton.net
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Every trade union having its head of main office outside Northern Ireland has a statutory obligation to provide the Certification Officer with names and addresses of one or more persons resident in Northern Ireland authorised to accept on its behalf service of process and any notices required to be served on it. The Certification Officer has no authority to waive this provision.

NAME OF AUTHORISED PERSON:

NORTHERN IRELAND ADDRESS:

The address to which enquiries, returns and other documents should be sent is:

Northern Ireland Certificate Office for Trade Unions and Employers' Associations  
10 - 12 Gordon Street Belfast BT1 2LG. Telephone: 028 9023 7773 Fax: 028 9023 2271  
E-mail: [info@nicertoffice.org.uk](mailto:info@nicertoffice.org.uk)

## RETURN OF MEMBERS

(see Notes 8 and 9)

	NUMBER OF MEMBERS AT THE END OF THE YEAR				
	Northern Ireland	Great Britain	Irish Republic	Elsewhere Abroad (including Channel Islands)	TOTALS
Male	56		425		481
Female	43		512		555
<b>TOTAL</b>	<b>99</b>		<b>937</b>		<b>1036</b>

Total number of members (including Northern Ireland members) above for whom no home or authorised address is held.

NIL

Number of Northern Ireland members for whom no home or authorised address is held.

NIL

## RETURN OF CHANGE OF OFFICERS

(see Note 10)

Please complete the following to record any changes of officers during the twelve months covered by this return and attach as an annex to this form a complete list of all officers in post at the end of the year to which this form relates.

Title of Office	Name of Officer ceasing to hold office	Name of Officer Appointed	Date
	NO		
	CHANGES		
		ETS	

State whether the union is:

a. A branch of another trade union?

Yes

No

If yes, state the name:

b. A federation of trade unions?

Yes

No

If yes, state the number of affiliated unions:

and names:

## GENERAL FUND

(see Notes 11 to 16)

	€	£
<b>INCOME</b>		
Members:		
Contributions and Subscriptions	99,973	
Other income from members (specify)	_____	
Federations and other bodies (as at page 7)	_____	
Total of other income (as at page 7) <i>Donations</i>	1,250	
Total Investment income (as at page 19)	_____	
<b>TOTAL INCOME</b>		<b>101,223</b>
<b>EXPENDITURE</b>		
Benefits to members (as at page 9)		
Administrative expenses (as at page 15)	102,402	
Federations and other bodies - Affiliation fees, grants etc. (specify) <i>REG OF M.I.F.M. SOCIETIES DUBLIN</i>	60	
<b>TOTAL EXPENDITURE</b>		<b>102,462</b>

SURPLUS (DEFICIT) FOR YEAR (1,239)

Amount of fund at beginning of year £6,849

Amount of fund at end of year £12,390

Total number of members (including Northern Ireland members) contributing to the general fund at end of year 1,032

Number of Northern Ireland members contributing to the General Fund at the end of the year 99

General Fund subscription income from Northern Ireland members £6,058

**ANALYSIS OF INCOME FROM FEDERATION AND OTHER BODIES AND  
OTHER INCOME**  
(see Notes 17 and 18)

DESCRIPTION	AMOUNT	£
<b>FEDERATION AND OTHER BODIES</b>		
N/A		
<b>OTHER INCOME</b>	<b>TOTAL</b>	
	<b>TOTAL</b>	

**ANALYSIS OF BENEFIT EXPENDITURE  
SHOWN AT GENERAL FUND**  
(see Notes 19 to 21)

£

£

Representation - Employment Related Issues		Education and Training Services	<b>brought forward</b>
Representation - Non Employment Related Issues		Negotiated Discount Services	
Communications		Salary Costs	
Advisory Services		Other Benefits and Grants (specify)	
Dispute Benefits			
Other Cash Payments			
<b>carried forward</b>		<b>Total (should agree with figure in General Fund)</b>	

*SEE OPERATING EXPENSES FOR 2017 IN ACCOUNTANT'S REPORT*

# NO SEPARATE FUNDS

FUND 2	Fund Account	
Name:	£	£
<b>Income</b> From members Other income (specify) Investment income (as at page 19)		
	<b>Total Income</b>	
<b>Expenditure</b> Benefits to members Administrative expenses and other expenditure (as at page 15)		
	<b>Total Expenditure</b>	
Surplus (Deficit) for the year		
Add amount of fund at beginning of year		
Amount of fund at end of year (as Balance Sheet)		
Number of members contributing at end of year		

FUND 3	Fund Account	
Name:	£	£
<b>Income</b> From members Other income (specify) Investment income (as at page 19)		
	<b>Total Income</b>	
<b>Expenditure</b> Benefits to members Administrative expenses and other expenditure (as at page 15)		
	<b>Total Expenditure</b>	
Surplus (Deficit) for the year		
Add amount of fund at beginning of year		
Amount of fund at end of year (as Balance Sheet)		
Number of members contributing at end of year		

(see Notes 24 to 28)

N/A

4. POLITICAL FUND ACCOUNT		To be completed by trade unions which maintain their own fund	
		£	£
<b>Income</b>	Members contributions & levies		
	Investment income (as at page 19)		
	Other income (specify)		
<b>Deduct expenditure</b>	Expenditure under Article 57 of the Trade Union and Labour Relations (NI) Order 1995 (specify)		
	Administration expenses in connection with political objects (specify)		
	Non-political expenditure		
		Amount of political fund at beginning of year	
		Amount of political fund at end of year (as Balance Sheet)	
		Number of Northern Ireland members contributing at end of year	
		Political Fund Contribution from Northern Ireland members	
		£	
		Number of Northern Ireland members at the end of the year who are exempt from contributing to the political fund	
		Number of members outside Northern Ireland who have completed an exemption notice and therefore do not contribute to the political fund	

NO

POLITICAL

FUND

5. POLITICAL FUND ACCOUNT		To be completed by trade unions which act as components of a central trade union	
		£	£
<b>Income</b>	Contributions and levies collected from members on behalf of the political fund of the central trade union		
	Amount received back from central trade union political fund		
	Other income (specify)		
<b>Deduct expenditure</b>	Expenditure under Article 57 of the Trade Union and Labour Relations (NI) Order 1995 (specify)		
	Administrative expenses in connection with political objects (specify)		
	Non-political expenditure		
		Amount held on behalf of central trade union political fund at beginning of year	
		Deduct amount remitted to central trade union political fund	
		Amount held on behalf of central trade union political fund (as Balance Sheet)	
		Total Number of Northern Ireland members contributing at end of year	
		Political Fund Contribution from Northern Ireland members	
		£	
		Number of Northern Ireland members at the end of the year who are exempt from contributing to the political fund	
		Number of Northern Ireland members at the end of the year who are under Northern Ireland law exempt from contributing to the political fund	

**ANALYSIS OF ADMINISTRATIVE EXPENSES AND OTHER OUTGOINGS EXCLUDING AMOUNTS CHARGED TO POLITICAL FUND ACCOUNTS 4 OR 5**  
(see Notes 29 and 30)

*EWRC*

		<i>£</i>
<b>Administrative Expenses</b>		
Remuneration and expenses of staff		
Salaries and Wages included in above		£ <span style="border: 1px solid black; display: inline-block; width: 100px; height: 20px; vertical-align: middle;"></span>
 <b>Administrative Expenses</b>		
Rent & Rates	33,470	
Insurance	1,195	
Light, heat & phone	6,765	
Repairs & Maintenance	2,608	
Printing, postage & stationery	3,501	
Computer Costs	368	
Meetings & Travel	2,104	
Treasurers Allowance	5,000	
Home Help Allowance	5,300	
Office Assistant's Allowance	6,000	
AGM	2,454	
Accountancy & Legal Fees	12,170	
Bank Charges	2,120	
Translators	18,200	
Miscellaneous	1,207	
		<u>(102,462)</u>
<b>Excess of Income over Expenditure</b>		<u><u>(1,239)</u></u>
 Charged to:		
	General Fund (Account )	
	(page 5)	
	Fund (Account )	
	Fund (Account )	
	Fund (Account )	
	Fund (Account )	



**ANALYSIS OF OFFICIALS' SALARIES AND BENEFITS**  
(see Notes 31 to 41 below)

Office Held	Gross Salary	Pension Contributions
	£	£
<i>No</i>	<i>SALARIES PAID</i>	

**OFFICIALS' SALARIES AND BENEFITS**

31. The positions concerned are those of president, general secretary and each member of the executive.
32. Details are to be provided of salary and all other benefits paid from trade union funds.
33. The legislation does not define what constitutes a benefit. For the purpose of this return benefits are:
  - a. those designated as "taxable" benefits by the Inland Revenue.
  - b. pension/superannuation arrangements (see Notes 36-40).
  - c. redundancy and other termination payments (see Note 41).
34. Information is required of individual benefits with a value in excess of £100 in one accounting period. In addition to the information required above, details are also required on any loans paid from union funds.
35. If salaries and benefits (including loans) are not paid in respect of the president, general secretary or member of the executive committee a **nil** return is required.

**PENSION CONTRIBUTIONS**

36. Where contributions are paid from union funds into a **defined contributions scheme** in relation to the officials identified at Note 31, the amounts must be declared.
37. If the union operates a **defined benefits scheme** in relation to the officials at Note 31 please contact the Certification Office for advice on how such benefits should be recorded.

**ANALYSIS OF OFFICIALS SALARIES AND BENEFITS**

Benefits		Total	Employers NI-Contributions
Description	Value (£)	£	£

*NO SALARIES/BENEFITS PAID.*

- 38. Where life assurance protection is included in the pension scheme the figure inserted in the pension column should include any additional contribution paid in respect of this cover.
- 39. Where life assurance protection is provided through an arrangement separate from the pension scheme the figure paid in respect of this cover should be included in the "Benefits" column and the description column should be annotated to this effect.
- 40. Some pension schemes operate an opt out clause from the State Earnings Related Pension Scheme (SERPS). The level of employer's national insurance contributions reflects whether the scheme provides a benefit in place of part of the state benefit scheme or are paid a benefit in addition to the state benefit. It is important therefore that the correct figure for employer's national insurance contribution is provided.

**REDUNDANCY AND TERMINATION PAYMENTS**

- 41. These are payments or other benefits (including payments of salary, or in lieu of salary) made to an officer mentioned in Note 31 in connection with the termination of his/her office. Where the payment or other benefit is provided, at or about the same time as the termination, or in the financial year covered by the return, the full value should be shown. If the payment or other benefit is not fully provided in that year, a description of the payment or other benefit to be provided in future years should also be shown. The cost associated with such commitments need not be shown in subsequent years in this table.

**ANALYSIS OF INVESTMENT INCOME**  
(see Notes 42 and 43)

Income	Political Fund £		Other Fund(s) £
Rent from land and buildings			
Dividends (gross) from:			
Equities (e.g. shares)	<i>No</i>		
Interest (gross) from:			
Government securities (Gilts)			
Mortgages			
Local Authority Bonds			
Bank and Building Societies			
Other investment income (specify)			
Total investment income		+	
		=	
Credited to:		General Fund (Account 1)	
		(page 5)	
		Fund (Account )	
		Fund (Account )	
		Fund (Account )	
		Fund (Account )	
		Political Fund (Account 4/5)	

**BALANCE SHEET**

as at

31/12/2017

(see Notes 44-46)

**Independent Workers Union****Financial Statements for the year ended 31st December 2017****Balance sheet  
as at 31st December 2017**

	2017	2016
<b>Fixed assets</b>		
Tangible assets	15,976	15,976
Investments	5,674	5,674
	<u>21,650</u>	<u>21,650</u>
<b>Current assets</b>		
Debtors	-	355
Cash at bank and in hand	3,088	3,972
	<u>3,088</u>	<u>4,327</u>
<b>Current liabilities</b>		
Accruals	15,714	15,714
<b>Net current Liabilities</b>	<u>(12,626)</u>	<u>(11,387)</u>
<b>Total assets less current liabilities</b>	<u>9,024</u>	<u>10,263</u>
<b>Capital account</b>		
Brought forward at 01/01/17	10,263	3,414
Excess/(Deficit) for the year	(1,239)	6,849
	<u>9,024</u>	<u>10,263</u>

**FIXED ASSETS ACCOUNT**  
(see Notes 47 to 51)

*W/A*

	Land & Buildings		Furniture and Equipment	Motor Vehicles	Not used for union business	Total
	Freehold	Leasehold				
	£	£	£	£	£	£
<b>Cost or Valuation</b>						
At start of year						
Additions						
Disposals						
Revaluation/Transfers						
At end of year						
<b>Accumulated Depreciation</b>						
At start of year						
Charges for year						
Disposals						
Revaluation/Transfers						
At end of year						
Net book value at end of year						
Net book value at end of previous year						

**ANALYSIS OF INVESTMENTS**  
(see Note 52)

✓  
A

<b>QUOTED</b>		<b>Political Fund</b> £	<b>Other Funds</b> £
	Equities (e.g. Shares)		
	Government Securities (Gilts)		
	Other quoted securities (to be specified)		
	TOTAL QUOTED (as Balance Sheet)		
	Market Value of Quoted Investments		
<b>UNQUOTED</b>	Equities		
	Government Securities (Gilts)		
	Mortgages		
	Bank and Building Societies		
	Other unquoted investments (to be specified)		
	TOTAL UNQUOTED (as Balance Sheet)		
	Market Value of Unquoted Investments		

**NOTES TO THE ACCOUNTS**  
(see Notes 53 and 54)

All notes to the accounts must be entered on or attached to this part of the return.

No  
NOTES  
TO  
ACCOUNTS

ACCOUNTING POLICIES  
(see Notes 55 and 56)

INCOME AND COSTS UP TO 31<sup>ST</sup> DECEMBER 2017  
HAVE BEEN DETERMINED USING CASH BASES  
WITH SURPLUS BEING DERIVED FROM  
CASH BASES.

FINANCIAL STATEMENTS HAS BEEN PREPARED  
USING HISTORICAL COST CONVENTION.



**SIGNATURES TO THE ANNUAL RETURN**

(see Notes 57 and 58)

including the accounts and balance sheet contained in the return.

Secretary's Signature: <u>          <i>Noel Murphy</i>          </u> Name: <u>          NOEL MURPHY          </u> Date: <u>          28<sup>th</sup> MAY 2018          </u>	Chairman's Signature: <u>          <i>Wm Coban</i>          </u> (or other official whose position should be stated) <u>          TREASURER          </u> Name: <u>          WILLIAM COBAN          </u> Date: <u>          28<sup>th</sup> MAY 2018          </u>
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**CHECK LIST**

(see Notes 59 and 60)

(please tick as appropriate)

HAVE THE ACCOUNTING POLICIES BEEN EXPLAINED (see Note 56)	YES <input checked="" type="checkbox"/>	NO
HAS THE RETURN BEEN SIGNED? (see Note 57)	YES <input checked="" type="checkbox"/>	NO
HAS THE AUDITOR'S REPORT BEEN COMPLETED (see Note 58)	YES <input checked="" type="checkbox"/>	NO
IS A RULE BOOK ENCLOSED? (see Note 59)	YES <input checked="" type="checkbox"/>	NO
A MEMBER'S STATEMENT IS: (see Note 60)	ENCLOSED <input checked="" type="checkbox"/>	TO FOLLOW
IS THE RETURN OF OFFICERS ATTACHED (see page 3)	YES <input checked="" type="checkbox"/>	NO
HAS THE RETURN OF CHANGE OF OFFICERS BEEN COMPLETED (see page 3)	YES <input checked="" type="checkbox"/>	NO
HAS THE CONSOLIDATION SUMMARY BEEN COMPLETED (see page 34).	YES <input checked="" type="checkbox"/>	NO

**For trade unions with their head or main office outside Northern Ireland**

Has the Northern Ireland Resident name and address been provided - only for trade unions with their head or main office outside Northern Ireland - Page 1 and note 60b.	YES <input checked="" type="checkbox"/>	NO
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If any of the answers given in the Checklist is no, or if the member's statement is not enclosed, please comment?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Contact Telephone Number

**AUDITORS' REPORT**  
(see Notes 61 to 63)

made in accordance with Articles 18-21 of Schedule 1 to the Industrial Relations (NI) Order 1992.

*Reports*

*Attached.*

AUDITOR'S REPORT continued

[Empty box for notes or observations]

Signature(s):	<input type="text" value="Brendan Murphy"/>	<input type="text"/>
Name(s):	<input type="text" value="Brendan Murphy"/>	<input type="text"/>
Profession(s) or Calling(s):	<input type="text" value="Accountant / Auditor"/>	<input type="text"/>
Address(es):	<input type="text" value="12 DOUGLAS WEST"/> <input type="text" value="DOUGLAS VILLAGE"/> <input type="text" value="CORK"/>	<input type="text"/> <input type="text"/> <input type="text"/>
Date:	<input type="text" value="22/5/2018"/>	<input type="text"/>
Contact name and telephone number:	<input type="text"/>	<input type="text"/>

N.B. When notes to the accounts are referred to in the auditor's report a copy of those notes must accompany this return.

# SUMMARY SHEET

	All funds except Political Funds £	Political Funds £	Total Funds £
<b>INCOME</b>			
From Members			
From Investments			
Other Income (including increases by revaluation of assets)			
<b>Total Income</b>	101,223		
<b>EXPENDITURE</b> (including decreases by revaluation of assets)			
<b>Total Expenditure</b>	102,462		
<b>Funds at beginning of year</b> (including reserves)	(6,849)		
<b>Funds at end of year</b> (including reserves)	(1,239)		
<b>ASSETS</b>			
Fixed Assets			15,976
Investment Assets / BANK			8,762
Other Assets			
		<b>Total Assets</b>	24,738
<b>LIABILITIES</b>			
		<b>Total Liabilities</b>	24,738
<b>NET ASSETS (Total Assets less Total Liabilities)</b>			
			—