

ANNUAL RETURNS TO THE CERTIFICATION OFFICER

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

AR(NI)21 Annual Return for a Trade Union

Name of Trade Union:	ULSTER TEACHERS UNION	
Financial Year ended:	31ST DECEMBER 2022	
Ref No:		
Head or Main Office:	94 MALONE ROAD	
	BELFAST	
Postcode:	BT9 5HP	
Website address (if available)	WWW.UTU.EDU	
Has the address changed during the year to which the return relates?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO (Tick as appropriate)
General Secretary:	MS. JACQUIE WHITE	
Telephone Number:	028 9066 2216	
E-mail:	Jacquie.White@utu.edu	
Contact name for queries regarding the completion of this return:	MRS. HEATHER ARRELL	
Telephone Number:	028 9066 2216	
E-mail:	Heather.Arrell@utu.edu	

Every trade union having its head or 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.

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Return Of Members

(See notes 8 & 9)

Number of members at the end of the year					
	Northern Ireland	Great Britain	Republic of Ireland	Elsewhere Abroad (Including Channel Islands)	Totals
Male	710		9		719
Female	4,335		30		4,365
Other	1				1
Total	5,046		39		5,085

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

0

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

0

Change of Officers

Please complete the following to record any change of officers during the twelve months covered by this return

Title of Office	Name of Officer ceasing to hold office	Name of Officer Appointed	Date of Change
PRESIDENT	MRS. A. STEEN	MRS. L. CREELMAN	01/04/2022
VICE PRESIDENT	MRS. L. CREELMAN	MRS. L. FENTON	01/04/2022
EX PRESIDENT	MR. S. MCCORD	MRS. A. STEEN	01/04/2022

State whether the union is:

a. A branch of another trade union?

☐ YES

☒ NO

If yes, state the name of that union:

b. A federation of trade unions?

☐ YES

☒ NO

If yes, state the number of affiliated unions:

and names:

Officers in post

(See note 10)

Please complete list of all officers in post at the end of the year to which this form relates

Name of Officer	Position Held
Louise Creelman	President
Lynelle Fenton	Vice President
Alison Steen	Ex-President
Jacquie White	General Secretary
Gillian Dunlop	Honorary Treasurer
Aaron Davis	
Jon Bleakney	
Audrey Dempsey	
Eileen McKee	
Steven Savage	
Leigh McKay	
David Thompson	
Heather Milligan	
Jill Ravey	
Joy Carrothers	
Paul Smith	
Aaron Davidson	
Julie Brown	
Janice Mullan	
Emma Loughridge	
Mark Creelman	
Ashton Shields	Observer

General Fund

(See Notes 11 - 16)

For year ended 31.12.22

	£	£
Income		
From Members: Contributions and Subscriptions		759,463
From Members: Other income from members (please specify)		
Total Income from Members		759,463
From Federations and other bodies (as at page 4)		
From any other sources (as at page 4)		25,973
Total of Other Income (as at page 4)		25,973
Investment Income (as at page 13)		1,791
Total Income		787,227
Interfund Transfers IN		
Expenditure		
Benefits to members (as at page 5)		307,658
Administrative expenses (as at page 11)		456,703
Federations and other bodies (please specify)		
Taxation		
Total Expenditure		764,361
Interfund Transfers OUT		
Surplus (deficit) for year		22,866
Amount of General Fund at beginning of year		1,277,844
Amount of General Fund at end of year		1,300,710
Total number of members (including Northern Ireland members) contributing to the general fund at end of year		5,085
Number of Northern Ireland members contributing to the General Fund at end of the year		5,046
General Fund subscription income from Northern Ireland members		759,463

Analysis of income from federation and other bodies and other income	
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331	332
333	

(see notes 17 & 18)

Description	£
Federation and other bodies	
Total federation and other bodies	
Any other sources	
RENTAL INCOME	14,000
CONFERENCE INCOME	10,092
ADVERTISING INCOME	950
SUNDRY INCOME	931
Total other sources	25,973
Total of all other Income	25,973

Analysis of benefit expenditure shown at the general fund

(see notes 19 - 21)

	£		£
Representation -		Brought Forward	25,315
Employment Related Issues		Advisory Services	
LEGAL FEES	25,315		
Representation -		Other Cash Payments	
Non Employment Related Issues			
		Education and Training Services	
Communications		Salary Costs	
		CALCULATED AT 60% OF TOTAL COSTS	258,748
		Negotiated Discount Services	
		MEMBERSHIP PLUS LOYALTY CARDS	7,032
Dispute Benefits			
		Other Benefits and Grants	
		ALLOCATION TO AREA ASSOCIATIONS	518
		BALLOT ON INDUSTRIAL ACTION	9,544
		ELECTION - VICE PRESIDENT & CEC	6,501
Carried Forward	25,315	Total (should agree with figure on General Fund)	307,658

Accounts other than Revenue Account / General Fund

(see notes 22 & 23)

Fund 2		Fund Account	
Name of account:	BENEVOLENT FUND	£	£
Income	From members		450
	Investment income (as at page 13)		484
	Other (Please specify)		
		Total Other Income	
		Total Income	934
		Interfund transfers IN	
Expenditure	Benefits to members		2,000
	Administrative expensives and other expenditure (as at page 11)		
		Total Expenditure	2,000
		Interfund Transfers OUT	
		Surplus/Defecit for year	-1,066
		Amount of fund at beginning of year	61,039
		Amount of fund at end of year (as per balance sheet)	59,973
		Number of members contributing at end of year	

Accounts other than Revenue Account / General Fund

Fund 3		Fund Account	
Name of account:		£	£
Income	From members		
	Investment income (as at page 13)		
	Other (Please specify)		
		Total Other Income	
		Total Income	
		Interfund transfers IN	
Expenditure	Benefits to members		
	Administrative expensives and other expenditure (as at page 11)		
		Total Expenditure	
		Interfund Transfers OUT	
		Surplus/Defecit for year	
		Amount of fund at beginning of year	
		Amount of fund at end of year (as per balance sheet)	
		Number of members contributing at end of year	

Political Fund Account

(see notes 24 - 28)

Political Fund Account 1		To be completed by trade unions which maintain their own political fund	
		£	£
Income	Members contributions and levies		
	Investment income (as at page 13)		
	Other (please specify)		
	Total Other Income		
	Total Income		
Expenditure	Expenditure under Article 57 of the Trade Union and Labour Relations (NI) Order 1995 (please specify)		
	Administration expenses in connection with political objects (please specify)		
	Non-political expenditure		
	Total expenditure		
	Surplus/Deficit for year		
	Amount of political fund at beginning of year		
	Amount of political fund at end of year (as per balance sheet)		
	Number of Northern Ireland members contributing to political fund 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			

Political Fund Account 2		To be completed by trade unions which act as components of a central trade union	
		£	£
Income	Members contributions and levies		
	Funds received back from central political fund		
	Other (please specify)		
	Total Other Income		
	Total Income		
Expenditure	Expenditure under Article 57 of the Trade Union and Labour Relations (NI) Order 1995 (please specify)		
	Administration expenses in connection with political objects (please specify)		
	Non-political expenditure		
	Total expenditure		
	Surplus/Deficit for year		
	Amount held on behalf of central trade union political fund at beginning of year		
	Amount remitted to central trade union political fund		
	Amount held on behalf of central trade union political fund		
	Number of Northern Ireland members contributing to political fund 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			

Analysis of administrative expenses and other outgoings excluding amounts charged to political fund accounts

(see notes 29 & 30)

Administrative expenses		£
Remuneration and expenses of staff	172,498	180,862
Salaries and wages included in above		4,440
Auditors' fees		2,100
Legal and professional fees		47,420
Occupancy costs		23,330
Stationary, printing, postage, telephone etc.		12,286
Expenses of executive committee (head office)		81,376
Expenses of conferences		
Other administrative expenses (please specify)		8,800
PUBLIC RELATIONS		7,477
RECRUITMENT		666
TRAINING/ SEMINARS		10,076
COMPUTER ADVICE/ MAINTENANCE		2,714
EQUIPMENT MAINTENANCE AND HIRE		745
BANK CHARGES		3,000
COMMUNICATION		6,496
CLEANING		4,713
SUNDRY		
Other outgoings		21,752
DEPRECIATION		3,000
TAX		
Outgoings on land and buildings (specify)		
Other outgoings (specify)		10,478
EI SUBSCRIPTIONS		21,100
ICTU SUBSCRIPTIONS		3,872
SPONSORSHIP AND DONATIONS (CHARITABLE)		
	Total	456,703
Charged to	General Fund (page 3)	456,703
	Fund 2 (page 6)	
	Fund 3 (page 6)	
	Fund 4 (page 7)	
	Fund 5 (page 7)	
	Fund 6 (page 8)	
	Fund 7 (page 8)	
	Fund 8 (page 9)	
	Fund 9 (page 9)	
	Total	456,703

Analysis of officials' salaries and benefits
(pages 31-41)

(see notes 31 - 41)

[illegible]

Analysis of Investment Income

(see notes 42 & 43)

[illegible]

Balance Sheet

(see notes 44 - 46)

As at 31.12.2022

Previous Year		£	£
472,933	Fixed Assets (as at page 15)		460,158
	Investments (as per analysis on page 16)		
	Quoted (Market value £/€) as at page 16		
	Unquoted (Market value £/€) as at page 16		
	Total Investments		
	Other Assets		
82,430	Loans to other trade unions	89,203	
860,067	Sundry debtors	883,071	
	Cash at bank and in hand		
	Income tax to be recovered		
	Stocks of goods		
	Others (Please specify)		
942,497			
1,415,430			
	Total Other Assets		972,274
	Total Assets		1,432,432
1,277,844	General Fund (page 3)		1,300,710
61,039	Fund 2 (page 6)		59,973
	Fund 3 (page 6)		
	Fund 4 (page 7)		
	Fund 5 (page 7)		
	Fund 6 (page 8)		
	Fund 7 (page 8)		
	Fund 8 (page 9)		
	Fund 9 (page 9)		
	Political Fund Account (page 10)		
1,338,883	TOTAL		1,360,683
	Liabilities		
65,817	Amount held on behalf of central trade union political fund	63,912	
1,565	SUNDRY CREDITORS	3,000	
9,165	CORPORATION TAX	4,837	
	OTHER TAXES & SOCIAL SECURITY		
76,547			
1,415,430			
	Total Liabilities		71,749
	Total Assets		1,432,432

Fixed Assets Accounts

(see notes 47 - 51)

	Land and Buildings		Furniture and Equipment	Motor Vehicles	Not used for union business	Total
	Freehold	Leasehold				
Cost or Valuation	£	£	£	£	£	£
At start of period	692,242		83,976			776,218
Additions	0		8,977			8,977
Disposals	0		-913			-913
Revaluation/Transfers						
At end of year	692,242		92,040			784,282
Accumulated Depreciation						
At start of year	238,997		64,288			303,285
Charges for year	13,845		7,853			21,698
Diposals	0		-859			-859
Revaluation/Transfers						
At end of year	252,842		71,282			324,124
Net book value at end of year	439,400		20,758			460,158
Net book value at end of previous year	453,245		19,688			472,933

Analysis of Investments

(see note 52)

		All Funds Except Political Funds	Political Funds
Quoted		£	£
	Equities		
	Government Securities (Gilts)		
	Other quoted securities (Please specify)		
	Total Quoted (as Balance Sheet)		
	Market Value of Quoted Investments		
Unquoted			
	Equities		
	Government Securities (Gilts)		
	Mortgages		
	Bank and Building Societies		
	Other unquoted investments (Please specify)		
	Total Unquoted (as Balance Sheet)		
	Market Value of Unquoted Investments		

Summary Sheet

(see notes 53 - 64)

	All Funds Except Political Funds	Political Funds	Total Funds
	£	£	£
Income			
From Members	759,913		759,913
From Investments	2,275		2,275
Other Income (including increases by revaluation of assets)	25,973		25,973
Total Income	788,161		788,161
Expenditure (including decreases by revaluation of assets)			
Total Expenditure	766,361		766,361
Funds at beginning of year (including reserves)	1,338,883		1,338,883
Funds at end of year (including reserves)	1,360,683		1,360,683
Assets			
		Fixed Assets	460,158
		Investment Assets	
		Other Assets	972,274
		Total Assets	1,432,432
Liabilities		Total Liabilities	71,749
Net Assets (Total Assets less Total Liabilities)			1,360,683

Accounting Policies

(see notes 67 & 68)

PLEASE SEE ATTACHED (page 9-10 of the financial statements)

Signatures to the annual return

(see notes 69 & 70)

Including the accounts and balance sheet contained in the return.

Please copy and paste your electronic signature here

Secretary's Signature: <u>J. E. White</u>	Treasurer's Signature: <u>Gillian Dunlop</u>
	(or other official whose position should be stated)
Name: MS. JACQUIE WHITE	Name: MRS. GILLIAN DUNLOP
Date: 27TH APRIL 2023	Date: 27TH APRIL 2023

Checklist

(see notes 71 - 73)

(please mark 'X' as appropriate)

Is the return of officers attached? (see Page 2)	Yes	X	No	
Has the list of officers been completed? (see Page 2A)	Yes	X	No	
Has the return been signed? (see Note)	Yes	X	No	
Has the auditor's report been completed? (see Note)	Yes	X	No	
Is the rule book enclosed? (see Note)	Yes	X	No	
A member statement is:	Enclosed	X	To Follow	
Has the summary sheet been completed? (see Notes)	Yes	X	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	Yes		No	
--	-----	--	----	--

If any of the answers given in the Checklist is no, or if the member's statement is not enclosed, please comment?

Signature:		Contact Telephone Number	

Auditor's Reoprt (continued)

(see note 76)

Signature(s) Of
auditor(s)

Name(s)

Mrs Lisa McCaffrey

Profession(s) or
Calling(s)

Chartered Accountant

Address(es)

Unit G, Forestview Office Park,
Purdy's Lane
Belfast, BT8 7AR

Date

16TH MAY 2023Contact name and
telephone number for
enquiriesMrs Lisa McCaffrey
028 90 333 058

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

Auditor's Report

(see notes 74 & 75)

PLEASE SEE ATTACHED (pages 3 to 6 of the financial statements)

Notes to the Accounts

(see notes 65 - 66)

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

PLEASE SEE ATTACHED (pages 9 to 13 of the financial statements)