

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:

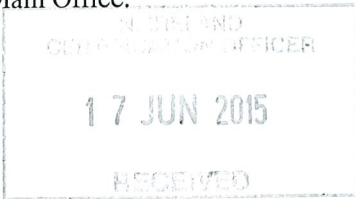
ULSTER TEACHERS UNION

Year ended:

31st DECEMBER 2014

Ref No:

Head or Main Office:



94 MALONE ROAD
BELFAST
BT9 5HP

Has the address changed during the year to which the return relates?

Yes

No

(Tick as appropriate)

General Secretary:

MRS AVRIL HALL CALLAGHAN

Telephone Number:

02890 662216

Contact name for queries regarding the completion of this return:

MRS GEMMA KITCHEN

Telephone Number:

028 90 662216

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:

(a)

(b)

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

Northern Ireland Certification Office for Trade Unions and Employers' Associations
10 - 16 Gordon Street, Belfast BT1 2LG. Telephone: 028 9023 7773 Fax: 028 9023 2271
E-mail, info@nicertoffice.org.uk

EVERY TRADE UNION IS REQUIRED BY LAW TO COMPLETE THIS RETURN. THE REFUSAL OR WILFUL NEGLECT TO PERFORM THIS DUTY IS A CRIMINAL OFFENCE.

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	922		10		932
Female	5,114		42		5,156
TOTAL	6,036		52		6,088

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

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

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
PRESIDENT	MR. S. MCCORD	MRS. S. BROWN	APRIL 2014
VICE PRESIDENT	MRS. S. BROWN	MISS. J. ORR	APRIL 2014
EX-PRESIDENT	MISS. D. NUGENT	MR. S. MCCORD	APRIL 2014

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)

	£	£
INCOME		
Members:		
Contributions and Subscriptions	<u>654,529</u>	
Other income from members (specify)		
Federations and other bodies (as at page 7)	_____	
Total of other income (as at page 7)	56,279	
Total Investment income (as at page 19)	<u>1,684</u>	

	TOTAL INCOME	712,492
EXPENDITURE		
Benefits to members (as at page 9)	266,567	
Administrative expenses (as at page 15)	431,789	
Federations and other bodies - Affiliation fees, grants etc. (specify)		

	TOTAL EXPENDITURE	698,356

SURPLUS (DEFICIT) FOR YEAR

Amount of fund at beginning of year

Amount of fund at end of year

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

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

General Fund subscription income from Northern Ireland members

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

DESCRIPTION	AMOUNT	£
FEDERATION AND OTHER BODIES		
OTHER INCOME		TOTAL
ADVERTISING LITUNews	6,325	
CONFERENCE INCOME	16,170	
RECRUITMENT INCOME	1,547	
RENTAL INCOME	13,000	
SUNDRY INCOME	734	
RETURN FROM PLATINUM	18,503	
		TOTAL
		56,279

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

	£		£
Representation - Employment Related Issues		brought forward	24,993
LEGAL FEES	8,827	Education and Training Services	
Representation - Non Employment Related Issues		Negotiated Discount Services	
1		MEMBERSHIP IP PLUS LOYALTY CARDS	6,552
Communications			
DIARIES	9,266		
PUBLICATIONS	6,900	Salary Costs	
		CALCULATED AT 60% OF TOTAL COSTS	225,641
Advisory Services			
		Other Benefits and Grants (specify)	
		ALLOCATION TO BRANCHES AND AREA ASSOCIATIONS	9,131
Dispute Benefits		INSURANCE CLAIMS	250
Other Cash Payments			
carried forward	24,993	Total (should agree with figure in General Fund)	266,567

FUND 2		Fund Account	
Name: BEN EVOLENT FUND		£	£
Income			
From members		2,480	
Other income (specify)		1,098	
Investment income (as at page 19)		25	
	Total Income		3,603
Expenditure			
Benefits to members		1,500	
Administrative expenses and other expenditure (as at page 15)			
	Total Expenditure		1,500
Surplus (Deficit) for the year			2,103
Add amount of fund at beginning of year			56,524
Amount of fund at end of year (as Balance Sheet)			58,627
Number of members contributing at end of year			

FUND 3		Fund Account	
Name:		£	£
Income			
From members			
Other income (specify)			
Investment income (as at page 19)			
	Total Income		
Expenditure			
Benefits to members			
Administrative expenses and other expenditure (as at page 15)			
	Total Expenditure		
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)

4. POLITICAL FUND ACCOUNT		To be completed by trade unions which maintain their own fund	
		£	£
Income	Members contributions & levies		
	Investment income (as at page 19)		
	Other income (specify)		
Deduct expenditure	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			

5. POLITICAL FUND ACCOUNT		To be completed by trade unions which act as components of a central trade union	
		£	£
Income	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)		
Deduct expenditure	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 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 4 OR 5
(see Notes 29 and 30)**

	£
Administrative Expenses	
Remuneration and expenses of staff	
Salaries and Wages included in above	169,981
£150,428	
Auditors' fees	4,180
Legal and Professional fees	-
Occupancy costs	31,402
Stationery, printing, postage, telephone etc.	36,715
Expenses of Executive Committee (Head Office)	12,010
Expenses of conferences	72,684
Other administrative expenses (specify)	
STAFF RECRUITMENT	772
TRAINING SEMINARS	3,342
RECRUITMENT	11,254
COMPUTER COSTS	3,307
EQUIPMENT MAINTENANCE	6,937
SUNDRY	4,396
PUBLIC RELATIONS	11,836
Interest payable:	
Bank loans (including overdrafts)	
Mortgages	
Other loans	
Depreciation	24,251
Taxation	2,939
Outgoings on land and buildings (specify)	-
CONTINGENCY FEES	
Other outgoings (specify)	
E1 SUBSCRIPTIONS	9,822
OTHER FEES AND SUBSCRIPTIONS	22,511
SPONSORSHIP AND DONATIONS (CHARITABLE)	3,450
Charged to:	
General Fund (Account)	431,789
(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
	£	£
GENERAL SECRETARY	68,082.00	PRIVATE PENSION 32,324 SUPERANNUATION 6,751

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 (£)	£	£
		1,071,570.00	81,279

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)			
Interest (gross) from:			
Government securities (Gilts)			
Mortgages			
Local Authority Bonds			
Bank and Building Societies			1,684
Benevolent fund			25
Other investment income (specify)			
		+	1,709
Total investment income		=	1,709
Credited to:			
	General Fund (Account 1) (page 5)		1,684
	Benevolent fund Fund (Account)		25
	Fund (Account)		
	Fund (Account)		
	Fund (Account)		
	Political Fund (Account 4/5)		
			1,709

BALANCE SHEET

as at 31.12.14

(see Notes 44-46)

Previous Year		£	£
580,812	Fixed Assets (as at page 23)	573,115	
	Investments (as per analysis on page 25)		
	Quoted (Market value £)		
	Unquoted		
	Loans to other trade unions		
75,057	Sundry debtors	82,781	
	Other Assets		
	Cash at bank and in hand	419,709	
394,986	Income tax to be recovered		
	Stocks of goods		
	Others (specify)		
1,050,855			1,075,605
966,253	GENERAL Fund (Account)	980,389	
56,524	BENEVOLENT Fund (Account)	58,627	
	Fund (Account)		
	Fund (Account)		
	Superannuation Fund (Account)		
	Political Fund (Account)		
	Revaluation Reserve		
	Amount held on behalf of central trade union political fund		
	Loans: From other trade unions		
	Other loans		
	Bank overdraft		
3,298	Tax payable	2,879	
17,179	Sundry creditors	23,741	
	Accrued expenses		
	Provisions		
7,601	Other Liabilities (specify) OTHER TAXES AND SOCIAL SECURITY	7,969	
1,050,855	TOTAL		1,075,605

FIXED ASSETS ACCOUNT
(see Notes 47 to 51)

	Land & Buildings Freehold Leasehold		Furniture and Equipment	Motor Vehicles	Not used for union business	Total
	£	£	£	£	£	£
Cost or Valuation						
At start of year	692,242		51,776			744,018
Additions	-		16,554			16,554
Disposals	-		(450)			(450)
Revaluation/Transfers	-		-			
At end of year	692,242		67,880			760,122
Accumulated Depreciation						
At start of year	128,238		34,968			163,206
Charges for year	13,845		10,406			24,251
Disposals	-		(450)			(450)
Revaluation/Transfers	-		-			-
At end of year	142,083		44,924			187,007
Net book value at end of year	550,159		22,956			573,115
Net book value at end of previous year	564,004		16,808			580,812

ANALYSIS OF INVESTMENTS
(see Note 52)

QUOTED		Political Fund £	Other Funds £
	Equities (e.g. Shares)		
	Government Securities (Gilts)		
	Other quoted securities (to be specified)		
	TOTAL QUOTED (as Balance Sheet)		
	Market Value of Quoted Investments		
UNQUOTED	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.

PLEASE SEE ATTACHED
(PAGES 11 TO 13 OF THE FINANCIAL
STATEMENTS)

ACCOUNTING POLICIES
(see Notes 55 and 56)

PLEASE SEE ATTACHED
(PAGE 11 OF THE FINANCIAL
STATEMENTS)

Ulster Teachers' Union

Notes to the financial statements for the year ended 31st December 2014

1. Principal accounting policies

As in previous years the financial statements have been prepared under the historical cost convention. A summary of the more important accounting policies adopted by the Union is set out below:-

(a) Depreciation

Depreciation is calculated so as to write off the cost of fixed assets on a straight-line basis over the expected useful lives of the assets concerned. The annual rates used for this purpose are:

	%
Leasehold Property	2
Fixture & fittings	10
Computers	25

(b) Subscriptions

Membership subscription income is included in the financial statements on a receivable basis.

(c) Corporation tax

Provision is made for corporation taxation on interest receivable and rent receivable for the car park during the financial year.

(d) Interest receivable

Interest receivable on the Union's benevolent fund is not included in the general account but rather is credited directly to the fund (note 6).

Ulster Teachers' Union

Notes to the financial statements for the year ended 31st December 2014

6. Benevolent fund

	2014	2013
	£	£
At 1 st January 2014	56,524	55,903
Surplus for year	2,078	605
Bank charges	-	(10)
Bank interest	25	26
At 31 st December 2014	<u>58,627</u>	<u>56,524</u>

7. General fund

	2014	2013
	£	£
At 1 st January 2014	966,253	951,837
Surplus for year	14,136	14,416
At 31 st December 2014	<u>980,389</u>	<u>966,253</u>

8. Area and branches fund

It was not possible to ascertain the monies held by areas and branches at the 31st December 2014.
At 31st December 2013 £31,053 was held.

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>Pauline Callaghan</i></u> Name: <u><i>PAULINE HALL-CALLAGHAN</i></u> Date: <u><i>1.6.15</i></u>	Chairman's Signature: <u><i>Julie Ann Oak</i></u> (or other official whose position should be stated) Name: <u><i>JULIE ANN OAK</i></u> Date: <u><i>1.6.15</i></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)	<input checked="" type="checkbox"/> YES	NO
HAS THE RETURN BEEN SIGNED? (see Note 57)	<input checked="" type="checkbox"/> YES	NO
HAS THE AUDITOR'S REPORT BEEN COMPLETED (see Note 58)	<input checked="" type="checkbox"/> YES	NO
IS A RULE BOOK ENCLOSED? (see Note 59)	<input checked="" type="checkbox"/> YES	NO
A MEMBER'S STATEMENT IS: (see Note 60)	<input checked="" type="checkbox"/> ENCLOSED	TO FOLLOW
IS THE RETURN OF OFFICERS ATTACHED (see page 3)	<input checked="" type="checkbox"/> YES	NO
HAS THE RETURN OF CHANGE OF OFFICERS BEEN COMPLETED (see page 3)	<input checked="" type="checkbox"/> YES	NO
HAS THE CONSOLIDATION SUMMARY BEEN COMPLETED (see page 34).	<input checked="" type="checkbox"/> YES	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	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.

PLEASE SEE ATTACHED
(PAGES 4 & 5 OF THE FINANCIAL
STATEMENTS)

AUDITOR'S REPORT continued

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Signature(s):



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Name(s):

MR SEAMUS DAWSON

--

Profession(s) or Calling(s):

CHARTERED ACCOUNTANT

--

Address(es):

BRIDGE, CHARTERED
ACCOUNTANTS
SUITE 7
ORMEAU HOUSE
91-97 ORMEAU ROAD
BELFAST
BT7 1SH

Date:

13th March 2015.

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Contact name and telephone number:

SEAMUS DAWSON
028 90 333 058

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

Ulster Teachers' Union
Year ended 31st December 2014

Independent Auditors report to the members of Ulster Teachers' Union

We have audited the financial statements of Ulster Teachers' Union for the year ended 31st December 2014 which comprises the Income and Expenditure Accounts, the Balance Sheet and the notes as included on pages 6 to 13. These financial statements have been prepared under the accounting policies set out therein.

This report is made solely to Ulster Teachers' Union members, as a body. Our audit work has been undertaken so that we might state to the Union's members those matters we are required to state to Ulster Teachers' Union 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 Union and the Union's members as a body, for our audit work, for this report, or for the opinion's we have formed.

Respective responsibilities of Central Executive Committee and Auditors

The Central Executive Committee is responsible for preparing the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) issued by the Accounting Standards Board and published by the Institute of Chartered Accountants in Ireland.

Our responsibility, as independent auditors, is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice.

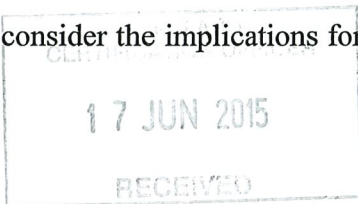
In addition we report to you if, in our opinion, proper accounting records have not been kept and if we have not received all the information and explanations we require for our audit.

We read the Report of the Central Executive Committee and consider the implications for our report if we become aware of any apparent misstatement.

Basis of opinion

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practice Board. 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 Union's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the Committee; and the overall presentation of the financial statements.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.



SUMMARY SHEET

	All funds except Political Funds £	Political Funds £	Total Funds £
INCOME			
From Members	657,009		657,009
From Investments	1,709		1,709
Other Income (including increases by revaluation of assets)	57,377		57,377
Total Income	716,095		716,095
EXPENDITURE (including decreases by revaluation of assets)			
Total Expenditure	699,856		699,856
Funds at beginning of year (including reserves)	1,022,777		1,022,777
Funds at end of year (including reserves)	1,039,016		1,039,016
ASSETS			
Fixed Assets			578,115
Investment Assets			
Other Assets			502,490
		Total Assets	1,075,605
LIABILITIES		Total Liabilities	36,589
NET ASSETS (Total Assets less Total Liabilities)			1,039,016