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# FORM AR27

Trade Union and Labour Relations (Consolidation) Act 1992

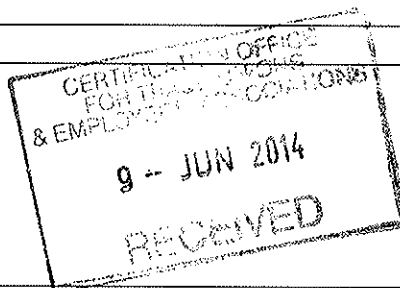
## ANNUAL RETURN FOR AN EMPLOYERS' ASSOCIATION

Name of Employers' Association:

Year ended:

List No:

Head or Main Office:



Website address (if available)

Has the address changed during the year to which the return relates? Yes  No  (Tick as appropriate)

General Secretary:

Contact name for queries regarding the completion of this return:

Telephone Number:

e-mail:

**PLEASE FOLLOW THE GUIDANCE NOTES IN THE COMPLETION OF THIS RETURN.**  
Any difficulties or problems in the completion of this return should be directed to the Certification Office as below or by telephone to: 020 7210 3734

The address to which returns and other documents should be sent are:

**For Employers' Associations based in England and Wales:**  
Certification Office for Trade Unions and Employers' Associations  
22<sup>nd</sup> Floor, Euston Tower, 286 Euston Road, London NW1 3JJ

**For Employers' Associations based in Scotland:**  
Certification Office for Trade Unions and Employers' Associations  
Melrose House, 69a George Street, Edinburgh EH2 2JG

# RETURN OF MEMBERS

(see note 9)

NUMBER OF MEMBERS AT THE END OF THE YEAR				
Great Britain	Northern Ireland	Irish Republic	Elsewhere Abroad (including Channel Islands)	TOTALS
<b>852</b>				<b>852</b>

## OFFICERS IN POST

(see note 10)

Please attach as an annexe to this form a complete list of all officers in post at the end of the year to which this form relates, with the title of each persons office.

## CHANGE OF OFFICERS

Please complete the following to record any changes 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
Director	G Evans		11 December 2013
Director	E Hickey		31 December 2013

# REVENUE ACCOUNT/GENERAL FUND

(see notes 11 to 16)

Previous Year		£	£
	<b>INCOME</b>		
	From Members                      Subscriptions, levies, etc		
	Investment income    Interest and dividends (gross) Bank interest (gross) Other (specify)		
	Other income            Rents received Insurance commission Consultancy fees Publications/Seminars Miscellaneous receipts (specify)		
	<b>TOTAL INCOME</b>		
	<b>EXPENDITURE</b>		
	Administrative expenses Remuneration and expenses of staff Occupancy costs Printing, Stationery, Post Telephones Legal and Professional fees Miscellaneous (specify)		
	Other charges            Bank charges Depreciation Sums written off Affiliation fees Donations Conference and meeting fees Expenses Miscellaneous (specify)		
	Taxation		
	<b>TOTAL EXPENDITURE</b>		
	Surplus/Deficit for year		
	Amount of fund at beginning of year		
	Amount of fund at end of year		

# ACCOUNTS OTHER THAN THE REVENUE ACCOUNT/GENERAL FUND

(see notes 17 to 18)

ACCOUNT 2		Fund Account	
Name of account:		£	£
<b>Income</b>	From members Investment income Other income (specify)		
	<b>Total Income</b>		
<b>Expenditure</b>	Administrative expenses Other expenditure (specify)		
	<b>Total Expenditure</b>		
	Surplus (Deficit) for the year		
	Amount of fund at beginning of year		
	Amount of fund at the end of year (as Balance Sheet)		

ACCOUNT 3		Fund Account	
Name of account:		£	£
<b>Income</b>	From members Investment income Other income (specify)		
	<b>Total Income</b>		
<b>Expenditure</b>	Administrative expenses Other expenditure (specify)		
	<b>Total Expenditure</b>		
	Surplus (Deficit) for the year		
	Amount of fund at beginning of year		
	Amount of fund at the end of year (as Balance Sheet)		

# ACCOUNTS OTHER THAN THE REVENUE ACCOUNT/GENERAL FUND

(see notes 17 to 18)

ACCOUNT 4		Fund Account	
Name of account:		£	£
<b>Income</b>	From members		
	Investment income		
	Other income (specify)		
	<b>Total Income</b>		
<b>Expenditure</b>	Administrative expenses		
	Other expenditure (specify)		
	<b>Total Expenditure</b>		
	Surplus (Deficit) for the year		
	Amount of fund at beginning of year		
	Amount of fund at the end of year (as Balance Sheet)		

ACCOUNT 5		Fund Account	
Name of account:		£	£
<b>Income</b>	From members		
	Investment income		
	Other income (specify)		
	<b>Total Income</b>		
<b>Expenditure</b>	Administrative expenses		
	Other expenditure (specify)		
	<b>Total Expenditure</b>		
	Surplus (Deficit) for the year		
	Amount of fund at beginning of year		
	Amount of fund at the end of year (as Balance Sheet)		

## ACCOUNTS OTHER THAN THE REVENUE ACCOUNT/GENERAL FUND

(see notes 17 to 18)

ACCOUNT 6		Fund Account	
Name of account:		£	£
<b>Income</b>	From members Investment income Other income (specify)		
	<b>Total Income</b>		
<b>Expenditure</b>	Administrative expenses Other expenditure (specify)		
	<b>Total Expenditure</b>		
	Surplus (Deficit) for the year		
	Amount of fund at beginning of year		
	Amount of fund at the end of year (as Balance Sheet)		

ACCOUNT 7		Fund Account	
Name of account:		£	£
<b>Income</b>	From members Investment income Other income (specify)		
	<b>Total Income</b>		
<b>Expenditure</b>	Administrative expenses Other expenditure (specify)		
	<b>Total Expenditure</b>		
	Surplus (Deficit) for the year		
	Amount of fund at beginning of year		
	Amount of fund at the end of year (as Balance Sheet)		



# FIXED ASSETS ACCOUNT

(see note 21)

	Land & Buildings	Fixtures & Fittings	Motor Vehicles & Equipment	Total
	£	£	£	£
<b>COST OR VALUATION</b>				
At start of period				
Additions during period				
Less: Disposals during period				
Less: DEPRECIATION:				
Total to end of period				
<b>BOOK AMOUNT</b> at end of period				
Freehold				
Leasehold (50 or more years unexpired)				
Leasehold (less than 50 years unexpired)				
<b>AS BALANCE SHEET</b>				



# ANALYSIS OF INVESTMENTS

(see note 22)

		Other Funds £
<b>QUOTED</b>	British Government & British Government Guaranteed Securities	
	British Municipal and County Securities	
	Other quoted securities (to be specified)	
	TOTAL QUOTED (as Balance Sheet)	
	*Market Value of Quoted Investments	
<b>UNQUOTED</b>	British Government Securities	
	British Municipal and County Securities	
	Mortgages	
	Other unquoted securities (to be specified)	
	TOTAL QUOTED (as Balance Sheet)	
	*Market Value of Unquoted Investments	

\* Market value of investments to be stated where these are different from the figures quoted in the balance sheet

# ANALYSIS OF INVESTMENT INCOME (CONTROLLING INTERESTS)

(see notes 23 to 25)

<b>Does the association, or any constituent part of the association, have a controlling interest in any limited company?</b>		YES	NO
If YES name the relevant companies:			
COMPANY NAME	COMPANY REGISTRATION NUMBER (if not registered in England & Wales, state where registered)		
<b>INCORPORATED EMPLOYERS' ASSOCIATIONS</b>			
<b>Are the shares which are controlled by the association registered in the association's name</b>		YES	NO
If NO, please state the names of the persons in whom the shares controlled by the association are registered.			
COMPANY NAME	NAMES OF SHAREHOLDERS		
<b>UNINCORPORATED EMPLOYERS ASSOCIATIONS</b>			
<b>Are the shares which are controlled by the association registered in the names of the association's trustees?</b>		YES	NO
If NO, state the names of the persons in whom the shares controlled by the association are registered.			
COMPANY NAME	NAMES OF SHAREHOLDERS		

# SUMMARY SHEET

(see notes 26 to 35)

	All funds except Political Funds £	Political Funds £	Total Funds £
<b>INCOME</b>			
From Members	463,421		463,421
From Investments	1,745		1,745
Other Income (including increases by revaluation of assets)	120,308		120,308
<b>Total Income</b>	585,474		585,474
<b>EXPENDITURE</b> (including decreases by revaluation of assets)			
<b>Total Expenditure</b>	(773,272)		(773,272)
<b>Funds at beginning of year</b> (including reserves)	1,499,036		1,499,036
<b>Funds at end of year</b> (including reserves)	1,311,238		1,311,238
<b>ASSETS</b>			
Fixed Assets			64,595
Investment Assets			502,050
Other Assets			817,514
		<b>Total Assets</b>	1,384,159
<b>LIABILITIES</b>		<b>Total Liabilities</b>	(72,921)
<b>NET ASSETS (Total Assets less Total Liabilities)</b>			1,311,238

# NOTES TO THE ACCOUNTS

(see note 36)

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

PLEASE REFER TO OUR ACCOMPANYING REPORTS AND FINANCIAL STATEMENTS

# ACCOUNTING POLICIES

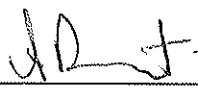
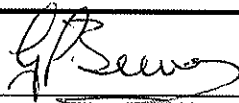
(see notes 37 and 38)

PLEASE REFER TO OUR ACCOMPANYING REPORTS AND FINANCIAL STATEMENTS

## SIGNATURES TO THE ANNUAL RETURN

(see notes 39 and 40)

including the accounts and balance sheet contained in the return.

Secretary's Signature: <u></u> Name: <u>ANDREW BEAUMONT</u> _____ Date: <u>04/06/2014</u> _____	Chairman's Signature: <u></u> (or other official whose position should be stated) Name: <u>GRAHAM BEEVERS</u> _____ Date: <u>04/06/2014</u> _____
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## CHECK LIST

(see note 41)

(please tick as appropriate)

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 RETURN BEEN SIGNED? (see Note 38)	YES	<input checked="" type="checkbox"/>	NO	
HAS THE AUDITOR'S REPORT BEEN COMPLETED (see Note 39)	YES	<input checked="" type="checkbox"/>	NO	
IS A RULE BOOK ENCLOSED? (see Note 40)	YES	<input checked="" type="checkbox"/>	NO	
HAS THE SUMMARY SHEET BEEN COMPLETED (see Notes 6 and 25 to 34)	YES	<input checked="" type="checkbox"/>	NO	

# AUDITOR'S REPORT

(see notes 42 to 47)

made in accordance with section 36 of the Trade Union and Labour Relations (Consolidation) Act 1992.

1. In the opinion of the auditors or auditor do the accounts they have audited and which are contained in this return give a true and fair view of the matters to which they relate?  
(See section 36(1) and (2) of the 1992 Act and notes 43 and 44)  
  
YES/NO  
If "No" please explain below.
  
2. Have the auditors or auditor carried out such investigations in the preparation of their audit report as will enable them to form an opinion as to:
  - (a) whether the trade union has kept proper accounting records in accordance with section 28 of the 1992 Act;
  - (b) whether it has maintained a satisfactory system of control over its transactions in accordance with the requirements of that section; and
  - (c) whether the accounts to which the report relates agree with the accounting records?(See section 36(3) of the 1992 Act, set out in note 43)  
  
YES/NO  
If "No" please explain below.
  
3. Are the auditors or auditor of the opinion that the union has complied with section 28 of the 1992 Act and has:
  - (a) kept proper accounting records with respect to its transactions and its assets and liabilities; and
  - (b) established and maintained a satisfactory system of control of its accounting records, its cash holding and all its receipts and remittances.(See section 36(4) of the 1992 Act set out in note 43)  
  
YES/NO  
If "No" please explain below.
  
4. Please set out a copy of the report made by the auditors or auditor to the union on the accounts to which this AR27 relates. The report is to set out the basis upon which the audit has been conducted and/or such other statement as the auditor considers appropriate. Such a statement may be provided as a separate document.  
(See note 45)

## AUDITOR'S REPORT (continued)

A copy of our full audit report is enclosed with the attached financial statements.

In accordance with Chapter 3 of Part 16 of the Companies Act 2006, we have carried out an audit of the financial statements of the Association of Plumbing and Heating Contractors Limited. In the enclosed financial statements we have stated our opinion that:

In our opinion the financial statements:

- give a true and fair view of the state of the company's affairs as at 31 December 2012 and of its profit for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to smaller entities; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

In our opinion, the information given in the directors' report for the financial year for which the financial statements are prepared is consistent with the financial statements.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the directors were not entitled to prepare the financial statements and the directors' report in accordance with the small companies regime.

This report is made solely to the company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company'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 company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Signature(s) of auditor or auditors:	<i>Richard Horton</i>	
Name(s):	Richard Horton	
Profession(s) or Calling(s):	Chartered Certified Accountant	
Address(es):	The Exchange Haslucks Green Road Shirley, Solihull B90 2EL	
Date:	5/6/2014	
Contact name and telephone number:	Richard Horton 0121 693 5000	

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

**EVERY EMPLOYERS' ASSOCIATION IS REQUIRED BY LAW TO COMPLETE THIS RETURN. THE REFUSAL OR WILFUL NEGLECT TO PERFORM THIS DUTY IS A CRIMINAL OFFENCE.**

**THERE IS NO LEGAL REQUIREMENT FOR THIS RETURN TO BE "APPROVED" BY THE GOVERNING BODY OF THE ASSOCIATION BEFORE SUBMISSION TO THE CERTIFICATION OFFICE**

## GUIDANCE ON COMPLETION

### GENERAL

1. Unless the Employers' Association has been authorised to make its annual return to another date, this return must be made to 31 December and sent to the Certification Officer as soon as possible, **and at any event before 1 June.**
2. The accounts must, in accordance with the Act, give a true and fair view of the matters to which they relate.
3. The accounts and balance sheet in the annual return of an association working through branches (i.e. not a federation of autonomous bodies) should include the transactions, assets and liabilities of all the branches.
4. Any negative values should be clearly indicated by placing the entry in brackets.
5. Where the space in any account of analysis is insufficient a separate sheet of paper should be attached to the appropriate page to provide the additional space.



Certification Office  
22<sup>nd</sup> Floor Euston Tower  
286 Euston Road  
London  
NW1 3JJ

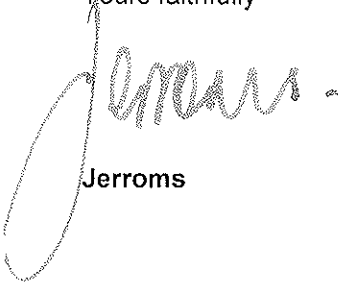
RAH/CLL/SJC/8485  
6 June 2014

Dear Sirs

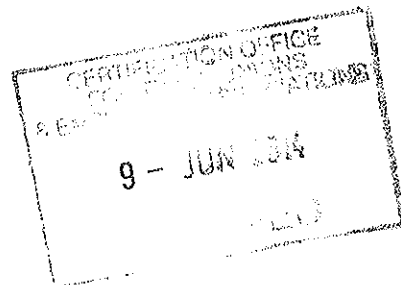
**ASSOCIATION OF PLUMBING AND HEATING CONTRACTORS LIMITED**

Please find enclosed form AR27 for processing. Should you have any queries please contact Florida Akhtar ([forida.akhtar@aphc.co.uk](mailto:forida.akhtar@aphc.co.uk)).

Yours faithfully



**Jerroms**



The Exchange, Haslucks Green Road  
Shirley, Solihull, West Midlands B90 2EL  
0121 693 5000 | [jerroms.co.uk](http://jerroms.co.uk)

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**ASSOCIATION OF PLUMBING AND HEATING CONTRACTORS LIMITED**

**(A COMPANY LIMITED BY GUARANTEE)**

**DIRECTORS' REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2013**

**ASSOCIATION OF PLUMBING AND HEATING CONTRACTORS LIMITED  
(A COMPANY LIMITED BY GUARANTEE)  
COMPANY INFORMATION**

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<b>Directors</b>	T Keeler G Beevers R E Price MBE A M Beaumont I Pattle B J Silvester J Breakell A Brown E Parker H B Pooley A N Crookes J Jones R Perrins
<b>Secretary</b>	A M Beaumont
<b>Company number</b>	05302003
<b>Registered office</b>	12 The Pavilions Cranmore Drive Solihull West Midlands B90 4SB
<b>Auditors</b>	Jerroms LLP The Exchange Haslucks Green Road Shirley Solihull West Midlands B90 2EL
<b>Bankers</b>	HSBC Bank Plc 55 Corporation Street Coventry CV1 1GX

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**ASSOCIATION OF PLUMBING AND HEATING CONTRACTORS LIMITED  
(A COMPANY LIMITED BY GUARANTEE)  
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**ASSOCIATION OF PLUMBING AND HEATING CONTRACTORS LIMITED**  
**(A COMPANY LIMITED BY GUARANTEE)**  
**DIRECTORS' REPORT**  
**FOR THE YEAR ENDED 31 DECEMBER 2013**

---

The directors present their report and financial statements for the year ended 31 December 2013.

**Principal activities**

The principal activity of the company continued to be that of provision of membership services to the plumbing and heating service industry.

**Directors**

The following directors have held office since 1 January 2013:

T Keeler

G Beevers

R E Price MBE

A M Beaumont

I Pattle

B J Silvester

J Breakell

A Brown

G Evans

(Resigned 11 December 2013)

E Parker

H B Pooley

A N Crookes

J Jones

R Perrins

E Hickey

(Resigned 31 December 2013)

**Auditors**

Jerroms LLP were appointed auditors to the company and in accordance with section 485 of the Companies Act 2006, a resolution proposing that they be re-appointed will be put at a General Meeting.

**Statement of directors' responsibilities**

The directors are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing these financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**ASSOCIATION OF PLUMBING AND HEATING CONTRACTORS LIMITED  
(A COMPANY LIMITED BY GUARANTEE)  
DIRECTORS' REPORT (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2013**

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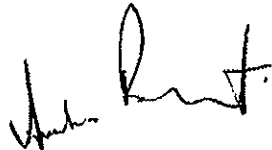
**Statement of disclosure to auditors**

So far as the directors are aware, there is no relevant audit information of which the company's auditors are unaware. Additionally, the directors have taken all the necessary steps that they ought to have taken as directors in order to make themselves aware of all relevant audit information and to establish that the company's auditors are aware of that information.

This report has been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

By order of the board

A M Beaumont  
Secretary  
26 March 2014



**ASSOCIATION OF PLUMBING AND HEATING CONTRACTORS LIMITED  
(A COMPANY LIMITED BY GUARANTEE)  
INDEPENDENT AUDITORS' REPORT**

**TO THE MEMBERS OF ASSOCIATION OF PLUMBING AND HEATING CONTRACTORS LIMITED**

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We have audited the financial statements of Association of Plumbing and Heating Contractors Limited for the year ended 31 December 2013 set out on pages 5 to 14. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective April 2008) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

This report is made solely to the company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditors' 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 company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

**Respective responsibilities of directors and auditors**

As explained more fully in the Directors' Responsibilities Statement set out on pages 1 - 2, the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view. 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 company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the directors; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Annual Report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

**Opinion on financial statements**

In our opinion the financial statements:

- give a true and fair view of the state of the company's affairs as at 31 December 2013 and of its loss for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

**Opinion on other matter prescribed by the Companies Act 2006**

In our opinion the information given in the Directors' Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

**ASSOCIATION OF PLUMBING AND HEATING CONTRACTORS LIMITED  
(A COMPANY LIMITED BY GUARANTEE)  
INDEPENDENT AUDITORS' REPORT (CONTINUED)**

**TO THE MEMBERS OF ASSOCIATION OF PLUMBING AND HEATING CONTRACTORS LIMITED**

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**Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the directors were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemption in preparing the directors' report and from preparing a strategic report.



Mr Richard Alan Horton F.C.C.A (Senior Statutory Auditor)  
for and on behalf of Jerroms LLP

26 March 2014

Chartered Certified Accountants  
Statutory Auditor

The Exchange  
Haslucks Green Road  
Shirley  
Solihull  
West Midlands  
B90 2EL



**ASSOCIATION OF PLUMBING AND HEATING CONTRACTORS LIMITED**  
**(A COMPANY LIMITED BY GUARANTEE)**  
**PROFIT AND LOSS ACCOUNT**

**FOR THE YEAR ENDED 31 DECEMBER 2013**

	Notes	2013 £	2012 £
Turnover		463,421	516,874
Cost of sales		(7,181)	(13,133)
<b>Gross profit</b>		456,240	503,741
Administrative expenses		(767,746)	(623,442)
Other operating income		120,308	27,612
<b>Operating loss</b>	<b>2</b>	(191,198)	(92,089)
Other interest receivable and similar income	<b>3</b>	1,745	2,145
<b>Loss on ordinary activities before taxation</b>		(189,453)	(89,944)
Tax on loss on ordinary activities	<b>4</b>	1,655	23,020
<b>Loss for the year</b>	<b>11</b>	(187,798)	(66,924)

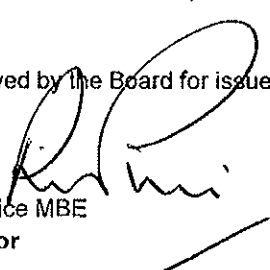
**ASSOCIATION OF PLUMBING AND HEATING CONTRACTORS LIMITED  
(A COMPANY LIMITED BY GUARANTEE)  
BALANCE SHEET**

**AS AT 31 DECEMBER 2013**

	Notes	2013		2012	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	5		64,595		72,852
Investments	6		502,050		502,100
			<u>566,645</u>		<u>574,952</u>
<b>Current assets</b>					
Debtors	7	97,462		223,415	
Cash at bank and in hand		720,052		759,999	
			<u>817,514</u>		<u>983,414</u>
<b>Creditors: amounts falling due within one year</b>	8	(71,564)		(57,720)	
<b>Net current assets</b>			<u>745,950</u>		<u>925,694</u>
<b>Total assets less current liabilities</b>			<u>1,312,595</u>		<u>1,500,646</u>
<b>Provisions for liabilities</b>	9		(1,357)		(1,610)
			<u>1,311,238</u>		<u>1,499,036</u>
<b>Capital and reserves</b>					
Profit and loss account	11		1,311,238		1,499,036
<b>Shareholders' funds</b>			<u>1,311,238</u>		<u>1,499,036</u>

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and the Financial Reporting Standard for Smaller Entities (effective April 2008).

Approved by the Board for issue on 26 March 2014

  
R E Price MBE  
Director

Company Registration No. 05302003

**ASSOCIATION OF PLUMBING AND HEATING CONTRACTORS LIMITED**  
**(A COMPANY LIMITED BY GUARANTEE)**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2013**

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**1 Accounting policies**

**1.1 Accounting convention**

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

**1.2 Compliance with accounting standards**

The financial statements are prepared in accordance with applicable United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), which have been applied consistently (except as otherwise stated).

**1.3 Turnover**

Turnover represents the value, net of value added tax and discounts, of goods provided to customers and work carried out in respect of services provided to customers.

**1.4 Tangible fixed assets and depreciation**

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Plant and machinery	20% - 50% on cost
Computer equipment	20% - 50% on cost
Fixtures and Fittings	10% - 50% on cost

**1.5 Investments**

Investments are stated at the lower of cost and market value.

**1.6 Foreign currency translation**

Transactions in foreign currencies are recorded at the rate ruling at the date of the transaction. Monetary assets

**1.7 Operating leases**

Rentals payable under operating leases are charged against income on a straight line basis over the lease term.

**1.8 Retirement benefits**

Defined benefit schemes are funded, with the assets held separately from the company in separate trustee administered funds. Full actuarial valuations, by a professionally qualified actuary, are obtained at least every three years.

The company's share of the assets and liabilities held by the scheme cannot be separately identified. In accordance with Financial Reporting Standard 17, the scheme is treated for financial statements purposes, as if it is a defined contribution scheme with the amount charged to the profit and loss account in respect of pension costs and other post-retirement benefits being the estimated regular cost of providing the benefits accrued in the year adjusted to reflect variations from that cost.

**1.9 Deferred taxation**

Full provision is made for deferred taxation resulting from timing differences between the recognition for tax purposes. Deferred taxation is calculated on an un-discounted basis at the tax rates which are expected to apply in the periods when the timing differences will reverse.

**ASSOCIATION OF PLUMBING AND HEATING CONTRACTORS LIMITED**  
**(A COMPANY LIMITED BY GUARANTEE)**  
**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2013**

<b>2</b>	<b>Operating loss</b>	<b>2013</b>	<b>2012</b>
		£	£
	Operating loss is stated after charging:		
	Depreciation of tangible assets	12,127	14,743
	Auditors' remuneration	6,480	2,850
		<u>          </u>	<u>          </u>
<b>3</b>	<b>Investment income</b>	<b>2013</b>	<b>2012</b>
		£	£
	Bank interest	1,745	2,145
		<u>          </u>	<u>          </u>
		1,745	2,145
		<u>          </u>	<u>          </u>
<b>4</b>	<b>Taxation</b>	<b>2013</b>	<b>2012</b>
		£	£
	<b>Domestic current year tax</b>		
	U.K. corporation tax	-	(24,677)
	Adjustment for prior years	(1,402)	371
		<u>          </u>	<u>          </u>
	<b>Total current tax</b>	<b>(1,402)</b>	<b>(24,306)</b>
	<b>Deferred tax</b>		
	Deferred tax charge credit current year	(253)	1,286
		<u>          </u>	<u>          </u>
		<u>(1,655)</u>	<u>(23,020)</u>

**ASSOCIATION OF PLUMBING AND HEATING CONTRACTORS LIMITED**  
**(A COMPANY LIMITED BY GUARANTEE)**  
**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2013**

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**5 Tangible fixed assets**

	<b>Plant and machinery etc</b>
	<b>£</b>
<b>Cost</b>	
At 1 January 2013	435,648
Additions	3,870
	<hr/>
At 31 December 2013	439,518
	<hr/>
<b>Depreciation</b>	
At 1 January 2013	362,796
Charge for the year	12,127
	<hr/>
At 31 December 2013	374,923
	<hr/>
<b>Net book value</b>	
At 31 December 2013	64,595
	<hr/> <hr/>
At 31 December 2012	72,852
	<hr/> <hr/>

**ASSOCIATION OF PLUMBING AND HEATING CONTRACTORS LIMITED**  
**(A COMPANY LIMITED BY GUARANTEE)**  
**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2013**

**6 Fixed asset investments**

	Listed investments	Shares in group undertakings and participating interests	Total
	£	£	£
<b>Cost</b>			
At 1 January 2013	500,000	2,100	502,100
Disposals	-	(50)	(50)
At 31 December 2013	<u>500,000</u>	<u>2,050</u>	<u>502,050</u>
<b>Net book value</b>			
At 31 December 2013	<u>500,000</u>	<u>2,050</u>	<u>502,050</u>
At 31 December 2012	<u>500,000</u>	<u>2,100</u>	<u>502,100</u>
	<b>Market value</b>		<b>Market value</b>
	£		£
At 31 December 2013	<u>558,044</u>		<u>558,044</u>
At 31 December 2012	<u>537,251</u>		<u>537,251</u>

**Holdings of more than 20%**

The company holds more than 20% of the share capital of the following companies:

Company	Country of registration or incorporation	Class	Shares held %
<b>Subsidiary undertakings</b>			
Plumbing Pensions (UK) Administration Limited	UK	Ordinary	50.00
PHCA Limited	UK	Ordinary	50.00

**ASSOCIATION OF PLUMBING AND HEATING CONTRACTORS LIMITED**  
**(A COMPANY LIMITED BY GUARANTEE)**  
**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2013**

**6 Fixed asset investments** **(Continued)**

The aggregate amount of capital and reserves and the results of these undertakings for the last relevant financial year were as follows:

		Capital and reserves 2013 £	Profit/(loss) for the year 2013 £
	<b>Principal activity</b>		
Plumbing Pensions (UK) Administration Limited	Administration and management of pensions schemes on behalf of the plumbing and mechanical services industry.	4,070	(2,612)
PHCA Limited	Development activities for business employers	10,100	-
		<u>14,170</u>	<u>(2,612)</u>

		2013 £	2012 £
<b>7 Debtors</b>			
Trade debtors		49,591	2,452
Amounts owed by group undertakings and undertakings in which the company has a participating interest		14	118,974
Other debtors		47,857	101,989
		<u>97,462</u>	<u>223,415</u>

		2013 £	2012 £
<b>8 Creditors: amounts falling due within one year</b>			
Trade creditors		42,873	21,089
Amounts owed to group undertakings and undertakings in which the company has a participating interest		6,443	3,950
Taxation and social security		8,045	6,915
Other creditors		14,203	25,766
		<u>71,564</u>	<u>57,720</u>

**ASSOCIATION OF PLUMBING AND HEATING CONTRACTORS LIMITED**  
**(A COMPANY LIMITED BY GUARANTEE)**  
**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2013**

**9 Provisions for liabilities**

	<b>Deferred tax liability</b>
	<b>£</b>
Balance at 1 January 2013	1,610
Profit and loss account	(253)
Balance at 31 December 2013	<u>1,357</u>

The deferred tax liability is made up as follows:

	<b>2013</b>	<b>2012</b>
	<b>£</b>	<b>£</b>
Accelerated capital allowances	<u>1,357</u>	<u>1,610</u>

**10 Pension costs**

**Defined contribution**

	<b>2013</b>	<b>2012</b>
	<b>£</b>	<b>£</b>
Contributions payable by the company for the year	<u>9,773</u>	<u>9,317</u>

**11 Statement of movements on profit and loss account**

	<b>Profit and loss account</b>
	<b>£</b>
Balance at 1 January 2013	1,499,036
Loss for the year	(187,798)
Balance at 31 December 2013	<u>1,311,238</u>



**ASSOCIATION OF PLUMBING AND HEATING CONTRACTORS LIMITED**  
**(A COMPANY LIMITED BY GUARANTEE)**  
**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2013**

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**12 Financial commitments**

At 31 December 2013 the company was committed to making the following payments under non-cancellable operating leases in the year to 31 December 2014:

	2013	2012
	£	£
Operating leases which expire:		
Within one year	-	2,660
Between two and five years	3,191	712
	<u>3,191</u>	<u>3,372</u>

**13 Members funds**

The company is limited by guarantee and does not have share capital. In the event of winding up, if there is any property of the Company remaining after all the company's debts and liabilities have been settled, it shall be transferred to one or more companies, organisations or institutions that exist for purposes similar to the objects of the company. The companies, organisations or institutions will be nominated by the Directors of the Company and approved by the Members of the Company at or before the winding up or dissolution.

**14 Auditor's liability limitation agreement**

Under the definitions set out in the Financial Reporting Standard 17 (Retirement Benefits), the Plumbing Pensions Scheme is a multi-employer pension scheme. The company is unable to identify its shares of the underlying assets and liabilities of the scheme. Accordingly, the company has taken the advantage of the exemption in FRS17 and has accounted for its contributions to the scheme as if it were defined contribution scheme.

**ASSOCIATION OF PLUMBING AND HEATING CONTRACTORS LIMITED**  
**(A COMPANY LIMITED BY GUARANTEE)**  
**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2013**

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**15 Related party relationships and transactions**

As at 31 December 2013, the company owed £4,582 (2012 : £3,950) to the Association of Plumbing and Heating Contractors (Holdings) Limited which has common directors.

At 31 December 2013, the company was owed £0 (2012 : £352) by PHCA Limited, a company in which the Association of Plumbing and Heating Contractors Limited own 50% share capital. Association of Plumbing and Heating Limited was invoiced £5,833 by PHCA Limited during 2013 for SEC Group Representation services.

As at 31 December 2013, the Association of Plumbing and Heating (Certification) Limited was owed £1,861 by the company (2012: recoverable amount of £118,960). During 2013, Association of Plumbing and Heating Limited invoiced Association of Plumbing and Heating (Certification) Limited £86,902 in respect of building running costs and salary recharges and the Board approved written off the brought forward loan of £118,960.

During 2013, Association of Plumbing and Heating (Certification) Limited invoiced Association of Plumbing and Heating Contractors Limited £127,499 (2012 - £111,705) in respect of CPS Income.

As at 31 December 2013 the company was owed £14 (2012 : £14) by the Association of Plumbing and Heating Contractors Training Limited (charity). The relationship between the companies and the charity is that the trustees of the charity are also directors of the Association of Plumbing and Heating Contractors Limited and the Association of Plumbing and Heating Contractors (Holdings) Limited.

As at 31 December 2013, £14,370 (2012 - £12,645) for service fees was invoiced to Plumbing Pensions (UK) Administration Limited, a company which Association of Plumbing and Heating Contractors Limited own 50% Share capital.

During the year the directors were paid consultancy fees and travelling expenses. The breakdown of these monies are as follows:

T Keeler - £1,325 (2012: £1,153)  
G Beevers - £316 (2012: £444)  
RE Price MBE - £1,991 (2012: £3,338)  
AM Beaumont - £502 (2012: £1,384)  
I Pattle - £1,989 (2012 : £2,253)  
BJ Silvester - £590 (2012 : £1,707)  
J Breakwell - £438 (2012 : £2,271)  
A Brown - £192 (2012: £419)  
G Evans - £513 (2012: £711)  
E Parker - £634 (2012: £1,481)  
HB Pooley - £494 (2012: £1,591)  
AN Crookes - £513 (2012 : £1,531)  
J Jones - £398 (2012: £624)  
R Perrins - £415 (2012: £1,103)

During the year, the Chairman received remuneration of £5,000 (2012: £5,000).

**ASSOCIATION OF PLUMBING AND HEATING CONTRACTORS LIMITED**  
**(A COMPANY LIMITED BY GUARANTEE)**  
**SCHEDULE OF ADMINISTRATIVE EXPENSES**  
**FOR THE YEAR ENDED 31 DECEMBER 2013**

	2013 £	2012 £
<b>Administrative expenses</b>		
Wages and salaries	321,737	314,056
Employer's NI contributions	19,155	27,703
Pensions	9,773	9,317
Temporary staff and recruitment	12,170	5,550
Car allowance	22,485	19,014
Rent and rates	20,110	18,470
Service charges	4,109	3,304
Insurance	5,673	6,091
Light and heat	6,305	4,718
Building maintenance expenses	1,708	3,541
Cleaning	5,450	4,936
Postage	8,888	6,148
Stationery and printing	5,279	1,887
Advertising	21,143	25,112
Computer expenses	50,049	38,738
Telephone	11,751	13,775
Equipment rental	4,329	3,450
Travelling and subsistence	11,512	10,372
Annual conference dinner	11,913	12,482
Meeting costs	18,812	15,714
Attendance expenses	9,776	15,857
National presidents expenses	2,398	4,094
Solicitors fees	365	2,775
Other legal and professional	26,856	22,117
Audit fees	6,480	2,850
Bank charges	4,724	3,644
Membership advice and publication	4,945	5,064
Sundry expenses	660	542
Subscriptions	8,104	7,378
Depreciation	12,127	14,743
Intercompany loan write off	118,960	-
	<u>767,746</u>	<u>623,442</u>

**ASSOCIATION OF PLUMBING AND HEATING CONTRACTORS LIMITED**  
**(A COMPANY LIMITED BY GUARANTEE)**  
**DETAILED TRADING AND PROFIT AND LOSS ACCOUNT**  
**FOR THE YEAR ENDED 31 DECEMBER 2013**

	£	2013 £	£	2012 £
<b>Turnover</b>				
Sales		463,421		516,874
<b>Cost of sales</b>				
Purchases	7,181		13,133	
		(7,181)		(13,133)
<b>Gross profit</b>		456,240		503,741
<b>Administrative expenses</b>		(767,746)		(623,442)
		(311,506)		(119,701)
<b>Other operating income</b>				
Sundry income	33,406		27,612	
Management recharge	86,902		-	
		120,308		27,612
<b>Operating loss</b>		(191,198)		(92,089)
<b>Other interest receivable and similar income</b>				
Bank interest		1,745		2,145
<b>Loss before taxation</b>		(189,453)		(89,944)