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- PRINT ON ONE SIDE ONLY

# FORM AR21

Trade Union and Labour Relations (Consolidation) Act 1992

## ANNUAL RETURN FOR A TRADE UNION

Name of Trade Union:	National Union of Mineworkers (Colliery Officials and Staff Area) Region No 4
Year ended:	31 December 2012
List no:	205
Head or Main Office:	58 Station Road Sutton in Ashfield Nottinghamshire NG17 1AS
Website address (if available)	
Has the address changed during the year to which the return relates?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> (Click the appropriate box)
General Secretary:	Ken Hollingsworth
Telephone Number:	01623 882694
Contact name for queries regarding	Stephen Allcock
Telephone Number:	0115 9608412
E-mail:	Stephen@rogers-spencer.co.uk

**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 Officer as below or by telephone to: 020 7210 3734

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

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



(Revised February 2011)

# RETURN OF MEMBERS

(see notes 10 and 11)

	NUMBER OF MEMBERS AT THE END OF THE YEAR				
	Great Britain	Northern Ireland	Irish Republic	Elsewhere Abroad (including Channel Islands)	TOTALS
MALE					
FEMALE					
TOTAL	170				A <b>170</b>

Number of members included in totals box 'A' above for whom no home or authorised address is held:

170
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Number of members at end of year contributing to the General Fund

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## OFFICERS IN POST

(see note 12)

**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.**

## RETURN OF 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

State whether the union is:

a. A branch of another trade union?

Yes

No

If yes, state the name of that other union:

--

b. A federation of trade unions?

Yes

No

If yes, state the number of affiliated unions:

--

and names:

--

**NATIONAL UNION OF MINeworkERS  
(COLLIERY OFFICIALS AND STAFFS AREA)  
REGION NO.4**

**List of officers imposed during the year ended 31<sup>st</sup> December 2012**

Mr Ken Hollingsworth  
Mrs Pat Brown

# GENERAL FUND

(see notes 13 to 18)

	£	£
<b>INCOME</b>		
<b>From Members:</b> Contributions and Subscriptions		31,913
<b>From Members:</b> Other income from members (specify)		
Voluntary donations	35	
<b>Total other income from members</b>		
<b>Total of all income from members</b>		31,948
<b>Investment income (as at page 12)</b>		2
<b>Other Income</b>		
Income from Federations and other bodies (as at page 4)		
Income from any other sources (as at page 4)		
<b>Contribution from Midland Counties Colliery Officials F/S</b>	30,000	
<b>Total of other income (as at page 4)</b>		30,000
		<b>TOTAL INCOME</b>
		61,950
<b>EXPENDITURE</b>		
<b>Benefits to members (as at page 5)</b>		
<b>Administrative expenses (as at page 10)</b>		45,540
<b>Federation and other bodies (specify)</b>		
Contributions to NUM	14,286	
<b>Total expenditure Federation and other bodies</b>		14,286
<b>Taxation</b>		
		<b>TOTAL EXPENDITURE</b>
		59,826
		Surplus (deficit) for year
		2,124
		Amount of general fund at beginning of year
		51,095
		Amount of general fund at end of year
		53,219

# ANALYSIS OF INCOME FROM FEDERATION AND OTHER BODIES AND OTHER INCOME

(see notes 19 and 20)

DESCRIPTION	£	£
<b>Federation and other bodies</b> Contributions from Friendly Society re salary costs	30,000	
<b>TOTAL FEDERATION AND OTHER BODIES</b>		30,000
<b>Other income</b>		
<b>TOTAL OTHER INCOME</b>		
<b>TOTAL OF ALL OTHER INCOME</b>		

# ANALYSIS OF BENEFIT EXPENDITURE SHOWN AT GENERAL FUND

(see notes 21 to 23)

	£		£
Representation – Employment Related Issues		<b>brought forward</b>	
		Education and Training services	
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 notes 24 and 25)

<b>FUND 2</b>		<b>Fund Account</b>		
<b>Name:</b>		<b>£</b>	<b>£</b>	
<b>Income</b>	From members			
	Investment income (as at page 12)			
	Other income (specify)			
	<b>Total other income as specified</b>			
	<b>Total Income</b>			
<b>Expenditure</b>	Benefits to members			
	Administrative expenses and other expenditure (as at page 10)			
	<b>Total Expenditure</b>			
		<b>Surplus (Deficit) for the year</b>		
		<b>Amount of fund at beginning of year</b>		
		<b>Amount of fund at the end of year (as Balance Sheet)</b>		
		<b>Number of members contributing at end of year</b>		

<b>FUND 3</b>		<b>Fund Account</b>		
<b>Name:</b>		<b>£</b>	<b>£</b>	
<b>Income</b>	From members			
	Investment income (as at page 12)			
	Other income (specify)			
	<b>Total other income as specified</b>			
	<b>Total Income</b>			
<b>Expenditure</b>	Benefits to members			
	Administrative expenses and other expenditure (as at page 10)			
	<b>Total Expenditure</b>			
		<b>Surplus (Deficit) for the year</b>		
		<b>Amount of fund at beginning of year</b>		
		<b>Amount of fund at the end of year (as Balance Sheet)</b>		
		<b>Number of members contributing at end of year</b>		

FUND 4		Fund Account	
Name:		£	£
<b>Income</b>	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	<b>Total other income as specified</b>		
	<b>Total Income</b>		
<b>Expenditure</b>	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	<b>Total Expenditure</b>		
	<b>Surplus (Deficit) for the year</b>		
	<b>Amount of fund at beginning of year</b>		
	<b>Amount of fund at the end of year (as Balance Sheet)</b>		
	<b>Number of members contributing at end of year</b>		

FUND 5		Fund Account	
Name:		£	£
<b>Income</b>	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	<b>Total other income as specified</b>		
<b>•• Total Income</b>	<b>Total Income</b>		••••• Ex ••••• Expe ••••• Expen ••••• Expendi ••••• Expendit ••••• Expenditur Expenditure xpenditure• penditure•• enditure••• nditure••• diture•••• iture••••• • Benefits to members •



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Benefits to members

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•••• Benefits to members • •  
•••• Administrative expenses and other expenditure (as at page 10)• •

•• Benefits to members • •  
•••• Administrative expenses and other expenditure (as at page 10)• •

**Total Expenditure**

**Surplus (Deficit) for the year**

**Amount of fund at beginning of year**

**Amount of fund at the end of year (as Balance Sheet)**

**Number of members contributing at end of year**

(See notes 24 and 25)

<b>FUND 6</b>		<b>Fund Account</b>	
<b>Name:</b>		<b>£</b>	<b>£</b>
<b>Income</b>			
	From members		
	Investment income (as at page 12)		
	Other income (specify)		
		<b>Total other income as specified</b>	
		<b>Total Income</b>	
<b>Expenditure</b>			
	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
		<b>Total Expenditure</b>	
		<b>Surplus (Deficit) for the year</b>	
		<b>Amount of fund at beginning of year</b>	
		<b>Amount of fund at the end of year (as Balance Sheet)</b>	
		<b>Number of members contributing at end of year</b>	

<b>FUND 7</b>		<b>Fund Account</b>	
<b>Name:</b>		<b>£</b>	<b>£</b>
<b>Income</b>			
	From members		
	Investment income (as at page 12)		
	Other income (specify)		
		<b>Total other income as specified</b>	
		<b>Total Income</b>	
<b>Expenditure</b>			
	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
		<b>Total Expenditure</b>	
		<b>Surplus (Deficit) for the year</b>	
		<b>Amount of fund at beginning of year</b>	
		<b>Amount of fund at the end of year (as Balance Sheet)</b>	
		<b>Number of members contributing at end of year</b>	

(see notes 26 to 31)

<b>POLITICAL FUND ACCOUNT 1</b>		<b>To be completed by trade unions which maintain their own fund</b>		
		<b>£</b>	<b>£</b>	
<b>Income</b>	Members contributions and levies			
	Investment income (as at page 12)			
	Other income (specify)			
	Total other income as specified			
	Total income			
<b>Expenditure</b>	Expenditure under section 82 of the Trade Union and Labour Relations (Consolidation) Act 1992 (specify)			
	Administration expenses in connection with political objects (specify)			
	Non-political expenditure			
		Total expenditure		
		Surplus (deficit) for year		
		Amount of political fund at beginning of year		
		Amount of political fund at the end of year (as Balance Sheet)		
		Number of members at end of year contributing to the political fund		
		Number of members at end of the year not contributing to the political fund		
		Number of members at end of year who have completed an exemption notice and do not therefore contribute to the political fund		

<b>POLITICAL FUND ACCOUNT 2</b>		<b>To be completed by trade unions which act as components of a central trade union</b>		
		<b>£</b>	<b>£</b>	
<b>Income</b>	Contributions and levies collected from members on behalf of central political fund			
	Funds received back from central political fund			
	Other income (specify)			
	Total other income as specified			
	Total income			
<b>Expenditure</b>	Expenditure under section 82 of the Trade Union and Labour Relations (Consolidation) Act 1992 (specify)			
	Administration expenses in connection with political objects (specify)			
	Non-political expenditure			
		Total expenditure		
		Surplus (deficit) for year		
		Amount held on behalf of trade union political fund at beginning of year		
		Amount remitted to central political fund		
		Amount held on behalf of central political fund at end of year		
		Number of members at end of year contributing to the political fund		
		Number of members at end of the year not contributing to the political fund		
	Number of members at end of year who have completed an exemption notice and do not therefore contribute to the political fund			

# ANALYSIS OF ADMINISTRATIVE EXPENSES AND OTHER OUTGOINGS EXCLUDING AMOUNTS CHARGED TO POLITICAL FUND ACCOUNTS

(see notes 32 and 33)

	£
<b>Administrative Expenses</b>	
Remuneration and expenses of staff	32,994
Salaries and Wages included in above	£
Auditors' fees	3,725
Legal and Professional fees	
Occupancy costs	811
Stationery, printing, postage, telephone, etc.	2,613
Expenses of Executive Committee (Head Office)	2,167
Expenses of conferences	265
Other administrative expenses (specify)	
Motor and travelling	2,543
Bank charges and interest	172
Sundry expenses	250
<b>Other Outgoings</b>	
Interest payable:	
Bank loans (including overdrafts)	
Mortgages	
Other loans	
Depreciation	
Taxation	
Outgoings on land and buildings (specify)	
Other outgoings (specify)	
<b>Total</b>	<b>45,540</b>
Charged to:	
General Fund (Page 3)	
Fund (Account )	
Fund (Account )	
Fund (Account )	
Fund (Account )	
<b>Total</b>	<b>45,540</b>

# ANALYSIS OF OFFICIALS SALARIES AND BENEFITS

(see notes 34 to 44 below)

Office held	Gross Salary £	Employers N.I. contributions £	Benefits			Total £
			Pension Contributions s £	Other Benefits		
				Description	Value £	
K R Hollingsworth - Secretary	12,240	673		Home fuel	2,433	15,346
P Brown – Finance Officer	14,080	924		Home fuel	2,433	17,437

# ANALYSIS OF INVESTMENT INCOME

(see notes 45 and 46)

	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			2
Other investment income (specify)			
		Total investment income	2
		Credited to:	
		General Fund (Page 3)	
		Fund (Account )	
		Fund (Account )	
		Fund (Account )	
		Fund (Account )	
		Fund (Account )	
		Political Fund	
		Total Investment Income	2

# BALANCE SHEET as at 31 December 2012

(see notes 47 to 50)

Previous Year		£	£
	<b>Fixed Assets</b> (at page 14)		
	<b>Investments</b> (as per analysis on page 15)		
	Quoted (Market value £      )		
	Unquoted		
	<b>Total Investments</b>		
	<b>Other Assets</b>		
	Loans to other trade unions		
	Sundry debtors		73,243
	Cash at bank and in hand		33,859
	Income tax to be recovered		
	Stocks of goods		
	Others (specify)		
	<b>Total of other assets</b>		107,102
	<b>TOTAL ASSETS</b>		107,102
	Fund (Account    )		
	Fund (Account    )		
	Fund (Account    )		
	Superannuation Fund (Account    )		
	Political Fund (Account    )		
	Revaluation Reserve		
	<b>LIABILITIES</b>		
	Amount held on behalf of central trade union political fund		
	Loans: From other trade unions		
	Loans: Other		
	Bank overdraft		
	Tax payable		
	Sundry creditors		
	Accrued expenses		3,840
	Provisions		
	Other liabilities		50,043
	<b>TOTAL LIABILITIES</b>		53,883
	<b>TOTAL ASSETS</b>		53,219



# FIXED ASSETS ACCOUNT

(see notes 51 to 55)

	Land and Buildings		Furniture and Equipment £	Motor Vehicles £	Not used for union business £	Total £
	Freehold	Leasehold				
<b>Cost or Valuation</b>						
At start of year						11,350
Additions						
Disposals						
Revaluation/Transfer s						
At end of year						11,350
<b>Accumulated Depreciation</b>						
At start of year						11,350
Charges for year						
Disposals						
Revaluation/Transfer s						
At end of year						11,350
<b>Net book value at end of year</b>						0
<b>Net book value at end of previous year</b>						0

# ANALYSIS OF INVESTMENTS

(see notes 56 and 57)

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

# ANALYSIS OF INVESTMENT INCOME (CONTROLLING INTERESTS)

(see notes 58 and 59)

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

# SUMMARY SHEET

(see notes 60 to 71)

	All funds except Political Funds £	Political Funds £	Total Funds £
<b>INCOME</b>			
From Members			31,948
From Investments			2
Other Income (including increases by revaluation of assets)			30,000
<b>Total Income</b>			61,950
<b>EXPENDITURE</b> (including decreases by revaluation of			
<b>Total Expenditure</b>			59,826
<b>Funds at beginning of year</b> (including reserves)			51,095
<b>Funds at end of year</b> (including reserves)			53,219
<b>ASSETS</b>			
Fixed Assets			
Investment Assets			
Other Assets			107,102
<b>Total Assets</b>			107,102
<b>LIABILITIES</b>			
<b>Total Liabilities</b>			53,883
<b>NET ASSETS (Total Assets less Total Liabilities)</b>			53,219

# NOTES TO THE ACCOUNTS

(see notes 72 and 73)

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

A large, empty rectangular box with a black border, intended for the user to enter notes to the accounts. The box occupies most of the page below the instructions.

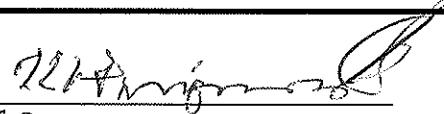

# ACCOUNTING POLICIES

(see notes 74 and 75)

## SIGNATURES TO THE ANNUAL RETURN

(see notes 76 and 77)

including the accounts and balance sheet contained in the return.

Secretary's Signature: <u></u> Name: <u>K.R. HOLLINGSWORTH</u> Date: <u>13th May 2013</u>	Chairman's Signature: <u></u> (or other official whose position should be stated) Name: <u>K.W. BOOTH</u> Date: _____
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## CHECK LIST

(see notes 78 to 80)

(please tick as appropriate)

IS THE RETURN OF OFFICERS ATTACHED? (see Page 2 and Note 12)	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
HAS THE RETURN OF CHANGE OF OFFICERS BEEN COMPLETED? (see Page 2 and Note 12)	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
HAS THE RETURN BEEN SIGNED? (see Pages 19 and 21 and Notes 76 and 77)	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
HAS THE AUDITOR'S REPORT BEEN COMPLETED? (see Pages 20 and 21 and Notes 2 and 77)	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
IS A RULE BOOK ENCLOSED? (see Notes 8 and 78)	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
A MEMBER'S STATEMENT IS: (see Note 80)	ENCLOSE D	<input type="checkbox"/>	TO FOLLOW	<input type="checkbox"/>
HAS THE SUMMARY SHEET BEEN COMPLETED (see Page 17 and Notes 7 and 59)	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>

# AUDITOR'S REPORT

(see notes 81 to 86)

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 83 and 84)

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 83)

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 rule 83)

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 AR21 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 85)

# AUDITOR'S REPORT (continued)

Signature(s) of auditor or auditors:		
Name(s):	 <b>ROGERS SPENCER</b>	
Profession(s) or Calling(s):	<small>Use as Title</small> <b>CERTIFIED CERTIFIED ACCOUNTANTS</b>	
Address(es):	<b>NEWSTEAD HOUSE</b> <b>PELHAM ROAD</b> <b>NOTTINGHAM NG5 1AP</b> TEL: 0115 960 8412 FAX: 0115 969 1878 advice@rogers-spencer.co.uk	
Date:	<b>29 May 2013</b>	
Contact name and telephone number:	<b>0115 9608412</b> <b>SPA</b>	

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



**National Union of Mineworkers (Colliery Officials and Staffs Area)**

**Independent Auditors' Report to the Members of  
the National Union of Mineworkers (COSA)**

We have audited the financial statements of National Union of Mineworkers (COSA) for the year ended 31<sup>st</sup> December 2012 which comprise of the income and expenditure account, the balance sheet and the related notes. These financial statements have been prepared under the historical cost convention and the accounting policies set therein.

This report is made solely to the Union's members, as a body, in accordance with the Trade Union and Labour Relations (Consolidation) Act 1992. Our audit work has been undertaken so that we might state to the 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 Union and the members as a body, for our audit work, for this report, or for the opinions we have formed.

**Respective responsibilities of the members and auditors**

As described in the Statement of Members Responsibilities, the members are responsible for the preparation of financial statements in accordance with applicable law and United Kingdom Accounting Standards.

Our responsibility 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 and are properly prepared in accordance with the Trade Union and Labour Relations (Consolidation) Act 1992. We also report to you if, in our opinion, the Area has not kept proper accounting records, or if we have not received all the information and explanations we require for our audit.

**Basis of audit opinion**


We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the Council in the preparation of financial statements, and of whether the accounting policies are appropriate to the Federations' circumstances, consistently applied and adequately disclosed.

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.

We have undertaken the audit in accordance with the requirements of APB Ethical Standards including APB Ethical Standard - Provisions Available for Smaller Entities, in the circumstances set out in note 7 to the financial statements.

**Opinion**

In our opinion the financial statements give a true and fair view of the state of the Union's affairs as at 31<sup>st</sup> December 2012 and of its surplus for the year then ended and have been properly prepared in accordance with the Trade Union and Labour Relations (Consolidation) Act 1992.

  
..... Date 28<sup>th</sup> Mar 2013  
Statutory Auditor

Rogers Spencer  
Newstead House  
Pelham Road  
Nottingham  
Chartered Certified Accountants

**National Union of Mineworkers (COSA) Region Number 4**

**Notes to the Financial Statements  
for the year ended 31 December 2012**

**1. Accounting Policies**

**1.1. Accounting convention**

The financial statements are prepared under the historical cost basis of accounting.

**1.2. Tangible fixed assets and depreciation**

All the tangible fixed assets have now been fully depreciated leaving a zero net book value.

**1.3. Investments**

Fixed asset investments are stated at cost.

National Union of Mineworkers (COSA) Region Number 4

Notes to the Financial Statements  
for the year ended 31 December 2012

..... continued

**2. Tangible fixed assets**

	<b>Fixtures, fittings &amp; equipment</b>
	<b>£</b>
<b>Cost</b>	
At 1 January 2012 and 31 December 2012	11,350
<b>Depreciation</b>	
At 1 January 2012 and 31 December 2012	11,350
<b>Net book values</b>	
At 31 December 2012	-
At 31 December 2011	-

**3. Debtors**

	<b>2012</b>	<b>2011</b>
	<b>£</b>	<b>£</b>
Contributions receivable	617	-
Other debtors	72,156	43,457
Prepayments and accrued income	470	492
	<u>73,243</u>	<u>43,949</u>

**4. Creditors: amounts falling due  
within one year**

	<b>2012</b>	<b>2011</b>
	<b>£</b>	<b>£</b>
Other taxes and social security costs	5,119	5,535
Other creditors	44,924	32,796
Accruals and deferred income	3,840	3,955
	<u>53,883</u>	<u>42,286</u>

**National Union of Mineworkers (COSA) Region Number 4**

**Notes to the Financial Statements  
for the year ended 31 December 2012**

..... continued

**5. Contingent Liability**

Ken Hollingsworth and Pat Brown have not yet withdrawn their redundancy entitlement and it is anticipated that £20,000 may need to be paid. This provision has not yet been included in the accounts.

**6. Related party transactions**

NUM (COSA) Region No. 4 is run on a day to day basis by the Secretary, Mr K Hollingsworth. Mr Hollingsworth is also responsible for the day to day running of the Midland Counties Colliery Officials and Staffs Friendly Society.

The following transactions have taken place during the year.

	<b>2012</b>	<b>2011</b>
	<b>£</b>	<b>£</b>
Contribution by Region No. 4 to Friendly Society costs:		
Light and heat	721	520
Telephone	469	144
Contribution from Friendly Society to Region No. 4 costs:		
Salaries	30,000	30,000
	<u>                    </u>	<u>                    </u>

At 31st December 2012 £72,156 (2011: £43,457) was owed to Region No. 4 by the Friendly Society.

The National Union of Mineworkers (Colliery Officials & Staffs Area) is managed on a day to day basis by NUM (COSA) Region No. 4. No transactions have taken place during the year between the two parties.

**7. Auditors' Ethical Standards**

The relevant circumstances requiring disclosure in accordance with the requirements of APB Ethical Standard - Provisions available for Small Entities are:

In common with many organisations of our size and nature we use our auditors to assist with the preparation of the financial statements.

**NATIONAL UNION OF MINeworkERS  
(COLLIERY OFFICIALS AND STAFFS AREA)  
REGION NO.4**

**STATEMENT TO MEMBERS ISSUED IN CONNECTION WITH THE UNION'S  
ANNUAL RETURN FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2012 AS  
REQUIRED BY SECTION 32A OF TRADE UNION AND LABOUR RELATIONS  
(CONSOLIDATION) ACT 1992**

**Income and Expenditure**

The total income of the union for the period was £61,950. This amount included payments of £26,176 in respect of membership of the union. The union's total expenditure for the period was £59,826. The union does not maintain a political fund.

**Salary paid to and other benefits provided to the General Secretary, President and members of the Executive**

The General Secretary of the union was paid £12,240 in respect of salary and £3,106 in respect of benefits.

**Irregularity Statement**

A member who is concerned that some irregularity may be occurring, or have occurred, in the conduct of the financial affairs of the union may take steps with a view to investigating further, obtaining clarification and, if necessary, securing regularisation of that conduct.

The member may raise any such concern with such one or more of the following as it seems appropriate to raise it with: the officials of the union, the trustees of the property of the union, the auditor or auditors of the union, the Certification Officer (who is an independent officer appointed by the Secretary of State) and the police.

Where a member believes that the financial affairs of the union have been or are being conducted in a breach of the rules of the union and contemplates bringing civil proceedings against the union or responsible officials or trustees, he should consider obtaining independent legal advice.

