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# FORM AR21

Trade Union and Labour Relations (Consolidation) Act 1992

## ANNUAL RETURN FOR A TRADE UNION

Name of Trade Union:	Professional Cricketers' Association
Year ended:	31 December 2013
List no:	751
Head or Main Office:	The Laker Stand The Kia Oval London SE11 5SS
Website address (if available)	www.thepca.co.uk
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:	Angus Porter
Telephone Number:	07584 262083
Contact name for queries regarding	Paul Garrett
Telephone Number:	07736 799983
E-mail:	pgarrett@thepca.co.uk

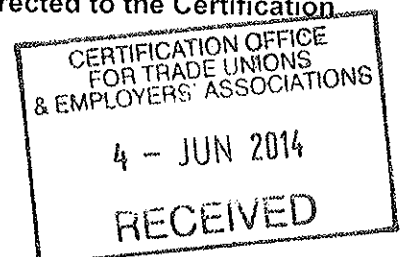
**PLEASE FOLLOW THE GUIDANCE NOTES IN THE COMPLETION OF THIS RETURN.**

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 2JJ



(Revised February 2011)

**Professional Cricketers' Association**

**Return of Officers for the Period Ended 31 December 2013**

**List Number 751T**

<b>Title of Office</b>	<b>Name of Officer</b>
General Secretary	Angus Porter
Chairman	Mark Wallace

# 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	426				426
FEMALE	20				20
TOTAL	446				A 446

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

	0
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Number of members at end of year contributing to the General Fund

	446
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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
Chairman	Vikram Solanki	Mark Wallace	31 <sup>st</sup> January 2013

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:

# GENERAL FUND

(see notes 13 to 18)

	£	£
<b>INCOME</b>		
<b>From Members: Contributions and Subscriptions</b>		49,088
<b>From Members: Other income from members (specify)</b>		
<b>Total other income from members</b>		0
<b>Total of all income from members</b>		49,088
<b>Investment income (as at page 12)</b>		18,253
<b>Other Income</b>		
Income from Federations and other bodies (as at page 4)	1,319,859	
Income from any other sources (as at page 4)	10,991	
<b>Total of other income (as at page 4)</b>		1,330,850
		<b>TOTAL INCOME</b>
		1,398,191
<b>EXPENDITURE</b>		
<b>Benefits to members (as at page 5)</b>		938,963
<b>Administrative expenses (as at page 10)</b>		391,235
<b>Federation and other bodies (specify)</b>		
<b>Total expenditure Federation and other bodies</b>		
<b>Taxation</b>		1,785
		<b>TOTAL EXPENDITURE</b>
		1,331,983
Surplus (deficit) for year		66,208
Amount of general fund at beginning of year		63,691
Transfer to Insurance Fund		(90,000)
Transfer from Reserve Fund		150,000
Amount of general fund at end of year		189,899

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

(see notes 19 and 20)

DESCRIPTION	£	£
<b>Federation and other bodies</b>		
England and Wales Cricket Board	1,200,243	
PCA Benevolent Fund	112,501	
Tom Maynard Trust	5,000	
European Elite Athletes Association	2,115	
<b>TOTAL FEDERATION AND OTHER BODIES</b>		1,319,859
<b>Other income</b>		
Surplus on Disposal of Investments	10,991	
<b>TOTAL OTHER INCOME</b>		10,991
<b>TOTAL OF ALL OTHER INCOME</b>		1,330,850

# ANALYSIS OF BENEFIT EXPENDITURE SHOWN AT GENERAL FUND

(see notes 21 to 23)

	£		£
Representation – Employment Related Issues		<b>brought forward</b>	187,366
		Education and Training services	
		Education & Training	128,208
		Personal Development and Welfare Officers	424,259
Representation – Non Employment Related Issues			
		Negotiated Discount Services	
Communications			
		Salary Costs	
Advisory Services			
Confidential Helpline	65,974		
Anti Doping Education	14,583		
		Other Benefits and Grants (specify)	
		Legal and Professional Fees	41,441
Dispute Benefits		Meeting Costs	43,356
		PR & Marketing	108,122
		Beneficiary Support Programme	6,211
Other Cash Payments			
Insurance	106,809		
<b>carried forward</b>	187,366	<b>Total (should agree with figure in General Fund)</b>	938,963



(See notes 24 and 25)

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>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	
Salaries and Wages included in above	£
Auditors' fees	7,199
Legal and Professional fees	21,326
Occupancy costs	
Stationery, printing, postage, telephone, etc.	
Expenses of Executive Committee (Head Office)	
Expenses of conferences	
Other administrative expenses (specify)	
Service Delivery	354,441
 <b>Other Outgoings</b>	
Interest payable:	
Bank loans (including overdrafts)	
Mortgages	
Other loans	
Depreciation	
Taxation	
 Outgoings on land and buildings (specify)	
 Other outgoings (specify)	
Bank Charges and Incidental Expenses	8,269
<b>Total</b>	391,235
Charged to:	
General Fund (Page 3)	391,235
Fund (Account)	
Fund (Account)	
Fund (Account)	
Fund (Account)	
<b>Total</b>	391,235



# 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)		16,193
Interest (gross) from:		
Government securities (Gilts)		546
Mortgages		
Local Authority Bonds		
Bank and Building Societies		234
Other		1,280
Other investment income (specify)		
Total investment income		18,253
Credited to:		
General Fund (Page 3)		18,253
Fund (Account)		
Fund (Account)		
Fund (Account)		
Fund (Account)		
Fund (Account)		
Political Fund		
Total Investment Income		18,253

# BALANCE SHEET as at 31<sup>st</sup> December 2013

(see notes 47 to 50)

31 <sup>st</sup> Oct 2012		£	£
	<b>Fixed Assets</b> (at page 14)		
	<b>Investments</b> (as per analysis on page 15)		
308,862	Quoted (Market value £ 365,329)		337,189
	Unquoted		
308,862	<b>Total Investments</b>		337,189
	<b>Other Assets</b>		
	Loans to other trade unions		
229,741	Sundry debtors		96,548
221,300	Cash at bank and in hand		257,236
	Income tax to be recovered		
	Stocks of goods		
4	Others (specify) Shares in Related Company		4
451,045	<b>Total of other assets</b>		353,788
759,907	<b>TOTAL ASSETS</b>		690,977
63,691	General Fund		189,899
130,000	Insurance Fund		90,000
150,000	Reserve Fund		130,000
	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		
416,216	Sundry creditors		281,078
	Accrued expenses		
	Provisions		
	Other liabilities		
759,907	<b>TOTAL LIABILITIES</b>		690,977
759,907	<b>TOTAL ASSETS</b>		690,977

# 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						
Additions						
Disposals						
Revaluation/Transfer s						
At end of year						
<b>Accumulated Depreciation</b>						
At start of year						
Charges for year						
Disposals						
Revaluation/Transfer s						
At end of year						
<b>Net book value at end of year</b>						
<b>Net book value at end of previous year</b>						

# ANALYSIS OF INVESTMENTS

(see notes 56 and 57)

QUOTED	All Funds Except Political Funds £	Political Fund  £
<p>SEE ATTACHED SCHEDULE</p> <p>Equities (e.g. Shares)</p> <p>Government Securities (Gilts)</p> <p>Other quoted securities (to be specified)</p>	<p>337,189</p>	
<p>TOTAL QUOTED (as Balance Sheet)</p>	<p>337,189</p>	
<p>Market Value of Quoted Investment</p>	<p>423,472</p>	
<p><b>UNQUOTED</b></p> <p>Equities</p> <p>Government Securities (Gilts)</p> <p>Mortgages</p> <p>Bank and Building Societies</p> <p>Other unquoted investments (to be specified)</p>		
<p>TOTAL UNQUOTED (as Balance Sheet)</p>		
<p>Market Value of Unquoted Investments</p>		



**PROFESSIONAL CRICKETERS' ASSOCIATION**

**STATEMENT TO MEMBERS FOR THE YEAR ENDED 31 DECEMBER 2013**

Quoted investments as at 31 December 2013 are as follows:

	Holding	Market Valuation
UK 2.5 Index Linked	1,375	£4,950
Unite Group	6,000	£6,377
Aviva	6,250	£7,938
M&G Investment Management	4,000	£5,664
BP	1,400	£6,833
Royal Dutch Shell	1,006	£22,937
Unilever	450	£11,169
Glaxosmithkline	430	£6,929
Tesco	1,700	£5,684
United Utilities	900	£6,044
Standard Chartered	1,750	£23,800
Prudential	1,283	£17,192
Edinburgh Investment Trust	1,500	£9,060
Old Mutual	2,750	£8,566
Bankers Investment Trust	1,250	£7,281
Lazard Fund Mgrs Gbl Equity	6,500	£6,695
M&G Investment Management	5,500	£9,433
Schroder Real Est Ord Shs NPV	17,500	£8,750
HICL Infrastructure	4,250	£6,097
The Renewables Inf Ord NPV Sett 29 Jul	6,000	£6,135
		<hr/>
		£187,534
		<hr/>

Quoted investments held in the name of the PCA Insurance Fund as at 31 December 2013 are as follows:

	Holding	Market Valuation
UK Gov 2.5% I/L 17/7/24	1,800	£5,784
Places for People 5% 27/12/16	5,600	£5,950
Tesco Personal Fin 5% 21/11/20	5,000	£5,244
Paragon Grp 6% 12/20	6,000	£6,176
RSA 7.375% Cum Irr Prf	6,000	£6,330
Muzinich Funds America	70	£7,241
Kames Capital	8,600	£8,791
Ldn & Stamford Pro Ord	4,950	£6,846
Axa Framl. Select	650	£11,135
M&G Inv Man Recovery	5,500	£7,494
Artemis Fd Mgrs	4,350	£9,118
City of London Inv Trust	2,250	£8,505
Edinburgh Inv Tst Ords	1,000	£6,040
Temple Bar Inv Tr Ord	575	£7,165
Threadneedle Inv UK Equity In Inst NAV 2	12,500	£11,741
Standard Life UK Small Ord	2,750	£9,137
TR Property Inv Tr	3,000	£6,795
Schroder Unit Tst European Alpha Plus Z	11,000	£7,406
Blackrock North Am	5,000	£5,613
HSBC ELN 16/8/19	11,000	£7,178
BNY Mellon Fd Mngr Newton Asian Inc	5,000	£8,874
Lazard Fund Mgrs Global Eq Inc	8,000	£8,240
M&G Inv Man Global Div Inc	5,850	£10,033
Veritas Funds Plc Gbl Eq Inc	40	£6,324
Blackrock World Mi Ord	1,250	£5,813
JP Morgan Gbl Emerg	5,600	£6,426
Schroder Real Estate	15,000	£7,500
UK Comm Prop Ord	9,000	£6,930
Morgan Stanley Bv DEF	5,000	£5,173
HICL Infrastructure Ord	4,900	£7,029
Ruffer LLP CF Ruffer	1,850	£6,762
Standard Life Invs	10,000	£7,145

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£235,938

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# 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 checked="" 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)		
PCA Management Limited	03313434		
PCA Events Limited	04137241		
PCA Benevolent Fund Limited	06249546		
<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 checked="" 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		
PCA Management Limited	Professional Cricketers' Association		
PCA Events Limited	PCA Management Limited		
PCA Benevolent Fund Limited	n/a – company limited by guarantee		

# SUMMARY SHEET

(see notes 60 to 71)

	All funds except Political Funds £	Political Funds £	Total Funds £
<b>INCOME</b>			
From Members	49,088		49,088
From Investments	18,253		18,253
Other Income (including increases by revaluation of assets)	1,330,850		1,330,850
<b>Total Income</b>	1,398,191		1,398,191
<b>EXPENDITURE</b> (including decreases by revaluation of assets)			
<b>Total Expenditure</b>	1,331,983		1,331,983
<b>Funds at beginning of year</b> (including reserves)	343,691		343,691
<b>Funds at end of year</b> (including reserves)	409,899		409,899
<b>ASSETS</b>			
Fixed Assets			
Investment Assets			337,189
Other Assets			353,788
<b>Total Assets</b>			690,977
<b>LIABILITIES</b>			
<b>Total Liabilities</b>			281,078
<b>NET ASSETS (Total Assets less Total Liabilities)</b>			409,899

# 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.

## 1 ACCOUNTING POLICIES

The Financial Statements have been prepared in accordance with applicable UK accounting standards and the following accounting policies:

### a Basis of Accounting

The Financial Statements have been prepared under the historical cost convention.

### b Fixed Asset Investments

Quoted fixed asset investments are stated at cost at the Balance Sheet date, unless there has been a permanent diminution in value, in which case open market value is used.

### c General Fund

The Association operates a general fund which reflects the annual surplus for the year.

### d Insurance Fund and Reserve Fund

The Association maintains an insurance fund for the purpose of meeting members' claims under limits specified in certain insurance policies taken out by the Association. Any surplus, above any claims settled, remaining at the completion of the annual insurance cover period is transferred to the reserve fund up to a maximum of one years aggregate deductible under the terms specified in certain insurance policies.

## 2 POLITICAL FUND

None of the income or expenditure above related to any political fund.

## 3 OFFICER REMUNERATION

With effect from 1 April 2006 staff costs have formed an integral part of a service delivery charge from PCA Management Limited to the Professional Cricketers' Association. Total remuneration paid by PCA Management Limited, relating to members of the Executive Committee in the 14 months to 31 December 2013, was as follows:

	<b>A Porter Chief Executive</b>
Gross Salary	£154,000
Social Security Costs	£20,190
Healthcare	£5,315

The Chief Executive's salary and benefits, as stated above, are associated with all aspects of the PCA Group and not just the trade union, with 25% of the stated costs forming part of the service delivery charge.

## 4 LONG TERM INVESTMENTS

Long term investments are represented by a holding of 4 ordinary shares of £1 each in PCA Management Limited.

**5 RELATED PARTY TRANSACTIONS**

At the year end, debtors include amounts due from related parties as follows:

	2013	2012
PCA Management Limited	£70,757	£131,346
	<u>                    </u>	<u>                    </u>

**6 MOVEMENTS ON FUNDS**

	General Fund	Insurance Fund	Reserve Fund
As at 1 November 2012	63,691	130,000	150,000
Surplus of Income over Expenditure	66,208	-	-
Transfer from General Fund	(90,000)	90,000	-
Transfer from Insurance Fund		(130,000)	130,000
Transfer from Reserve Fund	150,000		(150,000)
	<u>                    </u>	<u>                    </u>	<u>                    </u>
As at 31 December 2013	£189,899	£90,000	£130,000
	<u>                    </u>	<u>                    </u>	<u>                    </u>

In April 2010, the Association entered into a stop loss arrangement for its personal accident insurance policy for its members. This is an annual agreement and the Association has set aside £90,000 in relation to the balance aggregate deductible under this policy which, with the Reserve Fund, is included in cash at bank and quoted investments in the Balance Sheet as at 31 December 2013

**7 ACCOUNTING REFERENCE DATE**

The accounting reference date was extended to cover a fourteen month period ended 31 December 2013 in order to align the statutory accounts with ECB contracted funding. The new accounting reference date is not expected to change in the foreseeable future.

**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>                    <i>A. J. K. L.</i>                    </u>	Chairman's Signature: <u>                    <i>Mark Wallace</i>                    </u> (or other official whose position should be stated)
Name: <u>                    <i>Andrew Parker</i>                    </u>	Name: <u>                    <i>MARK WALLACE</i>                    </u>
Date: _____	Date: _____

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

PLEASE REFER TO THE  
ATTACHED ACCOUNTS.

Signature(s) of auditor or auditors:	<i>Paul Clark CPA</i>	
Name(s):	MOORE STEPHEN LCP	
Profession(s) or Calling(s):	REGISTERED ACCOUNTANTS	
Address(es):	110 ADWENWASE STREET KNOX GEORGIA	
Date:	02/06/2014	
Contact name and telephone number:	PAUL CLARK PHONE NO. 027 651 1103	

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



**PROFESSIONAL CRICKETERS' ASSOCIATION**

**STATEMENT TO MEMBERS**

**14 MONTHS ENDED 31 DECEMBER 2013**

## PROFESSIONAL CRICKETERS' ASSOCIATION

STATEMENT TO MEMBERS FOR THE 14 MONTHS ENDED 31 DECEMBER 2013

### EXECUTIVE COMMITTEE RESPONSIBILITY FOR THE FINANCIAL STATEMENTS

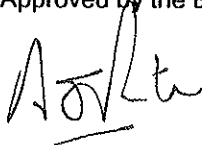
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Trade Union rules require the Executive Committee to prepare Financial Statements for each financial year which give a true and fair view of the state of affairs of the Association and of the surplus or deficit of the Association for that period. In preparing those Financial Statements the Executive Committee are required to:

- 1 Select suitable accounting policies and apply them consistently;
- 2 Make judgements and estimates that are reasonable and prudent;
- 3 Prepare Financial Statements on the going concern basis unless it is inappropriate to presume that the Association will continue to operate.

The Executive Committee is also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Association and to enable them to ensure that the Financial Statements comply with the Trade Union and Labour Relations (Consolidation) Act 1992. They are also responsible for safeguarding the assets of the Association and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Executive Committee on 24th February 2014.



**A Porter**  
Chief Executive Officer

**PROFESSIONAL CRICKETERS' ASSOCIATION**

**STATEMENT TO MEMBERS**

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE PROFESSIONAL  
CRICKETERS' ASSOCIATION FOR THE 14 MONTHS ENDED 31 DECEMBER 2013**

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We have audited the Financial Statements of the Professional Cricketers' Association ('PCA') for the 14 months ended 31 December 2013 which comprise the Income and Expenditure Account, the Balance Sheet and the related notes, numbered 1 to 14. These Financial Statements have been prepared under the accounting policies set out therein.

This report is made solely to PCA's members as a body. Our work has been undertaken so that we might state to PCA'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 PCA and PCA's members as a body, for our audit work, or for the opinion we have formed.

**Respective Responsibility of Officers and Auditors**

The responsibilities of the Officers of the Association for preparing the Statement to Members and the Financial Statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) are set out in the Statement of the Executive Committee's Responsibilities.

Our responsibility is to audit the Financial Statements in accordance with the 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 Association has not kept proper accounting records, or if we have not received all the information and explanations we require for our audit.

We read the other information contained in the Statement to Members and consider whether it is consistent with the audited Financial Statements. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the Financial Statements. Our responsibilities do not extend to any other information.

**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 Officers in the preparation of the Financial Statements, and of whether the accounting policies are appropriate to the Association's 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.

*The following is a copy of the Report on the Association's Annual Return to the Certification Office*

**PROFESSIONAL CRICKETERS' ASSOCIATION**

**STATEMENT TO MEMBERS**

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE PROFESSIONAL**

**CRICKETERS' ASSOCIATION FOR THE 14 MONTHS ENDED 31 DECEMBER 2013 (CONTINUED)**

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**Opinion**

In our opinion the Financial Statements give a true and fair view of the state of the Association's affairs as at 31 December 2013 and of its surplus for the period then ended and have been properly prepared in accordance with the Trade Union and Labour Relations (Consolidation) Act 1992.



Moore Stephens LLP  
Statutory Auditors  
Chartered Accountants

08 June 2014

150 Aldersgate Street  
London  
EC1A 4AB

**PROFESSIONAL CRICKETERS' ASSOCIATION**

**STATEMENT TO MEMBERS**

**INCOME AND EXPENDITURE ACCOUNT FOR THE 14 MONTHS ENDED 31 DECEMBER 2013**

The following statement to members conforms with the Trade Union and Labour Regulations (Consolidation) Act 1992. The information is consistent with the Association's Annual Return to the Certification Office.

	Notes	14 Months to 31 Dec 2013	Year to 31 Oct 2012
<b>Income</b>			
ECB Contracted Funding		1,200,243	937,833
Member Subscriptions		49,088	41,791
Contribution from PCA Benevolent Fund		112,501	43,333
Other Donations		7,115	-
Interest		2,060	934
Dividends		16,193	9,553
		<u>1,387,200</u>	<u>1,033,444</u>
<b>Overheads and Administrative Expenses</b>			
Service Delivery Costs	4	354,441	271,557
Audit and Accountancy Fees		28,525	24,225
Incidental Expenses		4,894	1,214
Bank Charges		3,375	2,699
		<u>(391,235)</u>	<u>(299,695)</u>
Corporation Tax		(1,785)	(152)
Surplus on Disposal of Investments		10,991	7,682
Adjustment in Respect of Prior Period Investment Cost		-	21,626
		<u>1,005,171</u>	<u>762,905</u>
<b>Annual Payments for the Benefit of the Membership</b>			
Communications	5	157,689	119,655
Personal Development	6	552,467	312,672
Insurance	7	106,809	125,494
Legal	8	56,024	54,615
Welfare	9	65,974	38,941
		<u>(938,963)</u>	<u>(651,377)</u>
<b>Surplus of Income over Expenditure</b>		<u>66,208</u>	<u>111,528</u>
Accumulated Surplus as at 1 November 2012		63,691	2,163
Transfer to Insurance Fund		(90,000)	(50,000)
Transfer from Reserve Fund		150,000	-
		<u>£189,899</u>	<u>£63,691</u>
<b>Accumulated Surplus as at 31 December 2013</b>		<u>£189,899</u>	<u>£63,691</u>

**PROFESSIONAL CRICKETERS' ASSOCIATION**

**STATEMENT TO MEMBERS**

**BALANCE SHEET AS AT 31 DECEMBER 2013**

The following statement to members conforms with the Trade Union and Labour Regulations (Consolidation) Act 1992. The information is consistent with the Association's Annual Return to the Certification Office

	<b>Notes</b>	<b>31 Dec 2013</b>	<b>31 Oct 2012</b>
<b>Fixed Assets</b>			
Quoted Investments	10	337,189	308,862
Long Term Investments	11	4	4
		<hr/>	<hr/>
		337,193	308,866
<b>Current Assets</b>			
Debtors and Prepayments	96,548	229,741	
Cash at Bank and in Hand	257,236	221,300	
	<hr/>	<hr/>	
	353,784	451,041	
<b>Current Liabilities</b>			
Creditors and Accruals	(281,078)	(416,216)	
	<hr/>	<hr/>	
		72,706	34,825
		<hr/>	<hr/>
<b>Net Assets</b>		<b>£409,899</b>	<b>£343,691</b>
		<hr/> <hr/>	<hr/> <hr/>
<b>General Fund</b>	13	189,899	63,691
<b>Insurance Fund</b>	13	90,000	130,000
<b>Reserve Fund</b>	13	130,000	150,000
		<hr/>	<hr/>
		£409,899	£343,691
		<hr/> <hr/>	<hr/> <hr/>

The Financial Statements were approved by the Executive Committee on 24th February 2014.



**A Porter**  
Chief Executive Officer

## PROFESSIONAL CRICKETERS' ASSOCIATION

### STATEMENT TO MEMBERS FOR THE 14 MONTHS ENDED 31 DECEMBER 2013

#### NOTES TO THE ACCOUNTS

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#### 1 ACCOUNTING POLICIES

The Financial Statements have been prepared in accordance with applicable UK accounting standards and the following accounting policies:

a **Basis of Accounting**

The Financial Statements have been prepared under the historical cost convention.

b **Fixed Asset Investments**

Quoted fixed asset investments are stated at cost at the Balance Sheet date, unless there has been a permanent diminution in value, in which case open market value is used.

c **General Fund**

The Association operates a general fund which reflects the annual surplus for the year.

d **Insurance Fund and Reserve Fund**

The Association maintains an insurance fund for the purpose of meeting members' claims under limits specified in certain insurance policies taken out by the Association. Any surplus, above any claims settled, remaining at the completion of the annual insurance cover period is transferred to the reserve fund up to a maximum of one years aggregate deductible under the terms specified in certain insurance policies.

#### 2 POLITICAL FUND

None of the income or expenditure above related to any political fund.

#### 3 OFFICER REMUNERATION

With effect from 1 April 2006 staff costs have formed an integral part of a service delivery charge from PCA Management Limited to the Professional Cricketers' Association. Total remuneration paid by PCA Management Limited, relating to members of the Executive Committee in the 14 months to 31 December 2013, was as follows:

	<b>A Porter Chief Executive</b>
Gross Salary	£154,000
Social Security Costs	£20,190
Healthcare	£5,315

The Chief Executive's salary and benefits, as stated above, are associated with all aspects of the PCA Group and not just the trade union, with 25% of the stated costs forming part of the service delivery charge.



**PROFESSIONAL CRICKETERS' ASSOCIATION**

**STATEMENT TO MEMBERS FOR THE 14 MONTHS ENDED 31 DECEMBER 2013**

**NOTES TO THE ACCOUNTS**

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<b>4</b>	<b>SERVICE DELIVERY COSTS</b>	<b>2013</b>	<b>2012</b>
	Staff Remuneration	283,331	216,573
	Travel and Motor Expenses	39,137	26,719
	Office Premises and Service Charges	19,252	19,040
	Telephone Charges	12,721	9,225
		<hr/>	<hr/>
		£354,441	£271,557
		<hr/>	<hr/>
<b>5</b>	<b>COMMUNICATIONS</b>	<b>2013</b>	<b>2012</b>
	AGM	10,248	6,753
	Membership Meetings and Miscellaneous Costs	42,796	40,473
	Literature and Communication Costs	84,996	51,671
	Membership Scheme and Data Management	13,438	13,000
	Beneficiary Functions	6,211	7,758
		<hr/>	<hr/>
		£157,689	£119,655
		<hr/>	<hr/>
<b>6</b>	<b>PERSONAL DEVELOPMENT</b>	<b>2013</b>	<b>2012</b>
	Rookie Camp	5,265	6,755
	Member Education Claims	77,014	29,833
	Media	450	1,869
	Driving	930	1,675
	Coaching	24,270	13,859
	PCA Courses and Workshops	20,279	14,267
	Personal Development Managers	424,259	244,414
		<hr/>	<hr/>
		£552,467	£312,672
		<hr/>	<hr/>

The following is a copy of the Report on the Association's Annual Return to the Certification Office

**PROFESSIONAL CRICKETERS' ASSOCIATION**

**STATEMENT TO MEMBERS FOR THE 14 MONTHS ENDED 31 DECEMBER 2013**

**NOTES TO THE ACCOUNTS**

<b>7</b>	<b>INSURANCE</b>	<b>2013</b>	<b>2012</b>
	Permanent Insurance	34,009	37,099
	Travel Insurance	48,758	39,757
	Critical Illness Cover	-	21,485
	Fees and Finance Charges	24,042	27,153
		<u>£106,809</u>	<u>£125,494</u>
<b>8</b>	<b>LEGAL</b>	<b>2013</b>	<b>2012</b>
	Legal and Advisory Fees	£56,024	£54,615
		<u>£56,024</u>	<u>£54,615</u>
<b>9</b>	<b>WELFARE</b>	<b>2013</b>	<b>2012</b>
	Confidential Helpline	65,834	38,941
	Other	140	-
		<u>£65,974</u>	<u>£38,941</u>
<b>10</b>	<b>QUOTED INVESTMENTS</b>	<b>2013</b>	<b>2012</b>
	Cost brought forward	308,862	185,246
	<b>Plus</b> additions in year	139,329	168,737
	<b>Less</b> disposals in year	(111,002)	(45,121)
		<u>£337,189</u>	<u>£308,862</u>

A profit of £10,991 (2012: £7,682) arose on the disposals in the period.

The market value of the investment portfolio at 31 December 2013 was £423,472 (2012: £365,329).

**11 LONG TERM INVESTMENTS**

Long term investments are represented by a holding of 4 ordinary shares of £1 each in PCA Management Limited.

The following is a copy of the Report on the Association's Annual Return to the Certification Office

**PROFESSIONAL CRICKETERS' ASSOCIATION**

**STATEMENT TO MEMBERS FOR THE 14 MONTHS ENDED 31 DECEMBER 2013**

**NOTES TO THE ACCOUNTS**

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**12 RELATED PARTY TRANSACTIONS**

At the year end, debtors include amounts due from related parties as follows:

	<b>2013</b>	<b>2012</b>
PCA Management Limited	£70,757	£131,346

**13 MOVEMENTS ON FUNDS**

	<b>General Fund</b>	<b>Insurance Fund</b>	<b>Reserve Fund</b>
As at 1 November 2012	63,691	130,000	150,000
Surplus of Income over Expenditure	66,208	-	-
Transfer from General Fund	(90,000)	90,000	-
Transfer from Insurance Fund		(130,000)	130,000
Transfer from Reserve Fund	150,000		(150,000)
	<hr/>	<hr/>	<hr/>
As at 31 December 2013	£189,899	£90,000	£130,000

In April 2010, the Association entered into a stop loss arrangement for its personal accident insurance policy for its members. This is an annual agreement and the Association has set aside £90,000 in relation to the balance aggregate deductible under this policy which, with the Reserve Fund, is included in cash at bank and quoted investments in the Balance Sheet as at 31 December 2013.

**14 ACCOUNTING REFERENCE DATE**

The accounting reference date was extended to cover a fourteen month period ended 31 December 2013 in order to align the statutory accounts with ECB contracted funding. The new accounting reference date is not expected to change in the foreseeable future.

**PROFESSIONAL CRICKETERS' ASSOCIATION**

**STATEMENT TO MEMBERS FOR THE 14 MONTHS ENDED 31 DECEMBER 2013**

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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 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 breach of the law or in breach of rules of the Union and contemplates bringing civil proceedings against the Union or Responsible Officials or Trustees, he should consider obtaining independent legal advice.