

**BAKERS, FOOD & ALLIED WORKERS UNION**  
**2009 FINANCIAL STATEMENT TO MEMBERS**

Under Section 8 of the Trade Union Reform & Employment Rights Act 1993, the Union is obliged to give the following Statement of Finances to members.

1- Salaries :

- a) Executive Council Members - In 2009 payments of £2,718 were made to members of the Unions' Executive Council under Rule 21.96 (p) ;
- b) National Officers - In 2009 the salary and other benefits paid to the General Secretary were £56,940, and to the National President were £56,965.

2 - Income and Expenditure:

Total Income in 2009 = £2,931,996

Total Expenditure in 2009 = £2,942,370

3 - Contributions from Members in 2009 totaled £2,566,212

4 - Political Fund:

Total Income in 2009 =£79,320 Total Expenditure in 2009 = £79,657

5 - Auditors Report to Members:

We have audited the financial statements on pages 8 to 22 which have been prepared under the historical cost convention and the accounting policies set out on page 14

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

Respective responsibilities of Executive Council and Auditors:

As described on page 6 the Unions' Executive Council is responsible for the preparation of the financial statements. It is our responsibility 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 Unions and Labour Relations (Consolidation) Act 1992. We also report to you if, in our opinion, the Treasurer's Report is not consistent with the financial statements, if the Union has not kept proper accounting records, if we have not received all of the information and explanations we require for our audit, or if information specified by law regarding officials' remuneration and transactions with the Union is not disclosed.

We read the Treasurer's Report and consider the implications for our report if we become aware of any apparent misstatements within it. Our responsibilities do not extend to any other information.

Basis of 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 judgments made by the Executive Council in the preparation of the financial statements, and of whether the accounting policies are appropriate to the Union'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 mis-statement, 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.

Opinion:

In our opinion the financial statements give a true and fair view of the state of the Union's affairs as at 31st December 2009 and of its income and expenditure for the period then ended and have been properly prepared in accordance with the Trade Unions and Labour Relations (Consolidation) Act 1992.

CLB Gatwick LLP

8<sup>th</sup> May 2010

Chartered Accountants

Registered Auditors

Imperial Buildings, Victoria Road, Horley, Surrey, RH6 7PZ

6 - Members Complaints:

A member with any concern over, or complaint about these Accounts or the handling of the Union's finances, can avail themselves of the following procedures:

- a) Under Rule 21.124 members have the right to inspect the Union's books. This can be done by contacting Head Office.
- b) Members can raise any questions on the Union's Accounts or financial affairs by writing to the Executive Council via Head Office.
- c) 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 breach of the law or in breach of the Rules of the Union, and contemplates bringing civil proceedings against the Union or responsible Officials or Trustees, s/he should consider obtaining independent legal advice.

Conclusion:

As normal practice, each Branch holds a copy of the full, detailed Accounts of the Union for 2009. Any member wishing to avail themselves of these Accounts should contact their Branch Secretary. Alternatively, copies of the Union's Accounts for 2009 and the Treasurer's Report are available from Head Office, free of charge to members.

**Joe Marino**  
**General Secretary**