

**REGISTERED COMPANY NUMBER: 05947132 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 1117527**

**REPORT OF THE TRUSTEES AND  
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2018  
FOR  
POA WELFARE FUND**

**POA WELFARE FUND**

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FOR THE YEAR ENDED 31 DECEMBER 2018**

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## **POA WELFARE FUND**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2018**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 December 2018. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

#### **Objectives and activities**

##### **Objectives and aims**

The objects of the charity are:

1. To relieve in cases of need, hardship or distress, past or present members of the POA, by making grants of money, for providing or paying for items, services or facilities for the relief of such persons.
2. The provisions of grants to such other charitable organisations for the relief of the poor as the Trustees from time to time see fit.

#### **Grantmaking**

The charity invites applications from past or present members of the POA where there is a case of need, hardship or distress. Applications are then reviewed by the Welfare Committee who approve all grants at their meetings.

The charity also invites applications from other charitable organisations for the relief of the poor.

#### **Structure, governance and management**

##### **Governing document**

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

##### **Risk management**

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

#### **Reference and administrative details**

##### **Registered Company number**

05947132 (England and Wales)

##### **Registered Charity number**

1117527

##### **Registered office**

Cronin House  
245 Church Street  
Edmonton  
London  
N9 9HW

##### **Trustees**

M Fairhurst  
S P Gillan

J Simpson

D Todd  
P Chapple

A P Darken

Prison Officer  
Trade Union General  
Secretary  
Trade Union Deputy - appointed 17/5/2018  
General Secretary  
Prison Officer - appointed 17/5/2018  
Trade Union Finance - resigned 7/8/2018  
Officer  
Trade Union Deputy - resigned 17/5/2018  
General Secretary

##### **Company Secretary**

S P Gillan

##### **Auditors**

Sturgess Hutchinson (Leicester) Limited  
21 New Walk  
Leicester  
LE1 6TE

## **POA WELFARE FUND**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2018**

#### **Statement of trustees responsibilities**

The trustees (who are also the directors of POA Welfare Fund for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

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

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

#### **Auditors**

The auditors, Sturgess Hutchinson (Leicester) Limited, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Approved by order of the board of trustees on 13 March 2019 and signed on its behalf by:

S P Gillan - Trustee

## **REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES OF POA WELFARE FUND**

### **Opinion**

We have audited the financial statements of POA Welfare Fund (the 'charitable company') for the year ended 31 December 2018 which comprise the Statement of Financial Activities, the Balance Sheet and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

This report is made solely to the charitable company's trustees, as a body, in accordance with Section 144 of the Charities Act 2011 and regulations made under Section 154 of that Act. Our audit work has been undertaken so that we might state to the charitable company's trustees 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 charitable company and the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2018 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland'; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### **Conclusions relating to going concern**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

### **Other information**

The trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

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

We have nothing to report in respect of the following matters where the Charities Act 2011 requires us to report to you if, in our opinion:

- the information given in the Report of the Trustees is inconsistent in any material respect with the financial statements; or
- the charitable company has not kept adequate accounting records; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

### **Responsibilities of trustees**

As explained more fully in the Statement of Trustees Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

## **REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES OF POA WELFARE FUND**

### **Responsibilities of trustees**

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

### **Our responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our Report of the Independent Auditors.

Sturgess Hutchinson (Leicester) Limited  
Eligible to act as an auditor in terms of Section 1212 of the Companies Act 2006  
21 New Walk  
Leicester  
LE1 6TE

13 March 2019

**POA WELFARE FUND**

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 DECEMBER 2018**

	Notes	2018 Unrestricted fund £	2017 Total funds £
<b>Income and endowments from</b>			
Donations and legacies		427,026	318,020
<b>Total</b>		427,026	318,020
<b>Expenditure on</b>			
<b>Charitable activities</b>			
Relief for past and present members of the POA		232,742	249,245
<b>Net income</b>		194,284	68,775
<b>Reconciliation of funds</b>			
<b>Total funds brought forward</b>		636,527	567,752
<b>Total funds carried forward</b>		830,811	636,527
<b>Continuing operations</b>			
All income and expenditure has arisen from continuing activities.			

The notes form part of these financial statements

**POA WELFARE FUND**

**BALANCE SHEET  
AT 31 DECEMBER 2018**

	Notes	2018 Unrestricted fund £	2017 Total funds £
<b>Current assets</b>			
Debtors	4	79,105	137,142
Cash at bank		751,706	499,385
		<u>830,811</u>	<u>636,527</u>
<b>Net current assets</b>		<u>830,811</u>	<u>636,527</u>
<b>Total assets less current liabilities</b>		830,811	636,527
<b>Net assets</b>		<u>830,811</u>	<u>636,527</u>
<b>Funds</b>	5		
Unrestricted funds		830,811	636,527
<b>Total funds</b>		<u>830,811</u>	<u>636,527</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2018.

The members have not deposited notice, pursuant to Section 476 of the Companies Act 2006 requiring an audit of these financial statements.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been audited under the requirements of Section 144 of the Charities Act 2011.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to charitable small companies.

The financial statements were approved by the Board of Trustees on 13 March 2019 and were signed on its behalf by:

S P Gillan -Trustee

M Fairhurst -Trustee

The notes form part of these financial statements



## POA WELFARE FUND

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2018

#### 1. Accounting policies

##### Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

##### Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

The following specific policies are applied to particular categories of income:

- income from grants is recognised at fair value when the charity has entitlement after any performance conditions have been met, it is probable that the income will be received and the amount can be measured reliably. If entitlement is not met the these amounts are deferred.
- Members' contributions relate to levies receivable from those members of the POA who wish to partake.

##### Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

##### Taxation

The charity is exempt from corporation tax on its charitable activities.

##### Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

#### 2. Trustees' remuneration and benefits

There were no trustees' remuneration or other benefits for the year ended 31 December 2018 nor for the year ended 31 December 2017.

##### Trustees' expenses

There were no trustees' expenses paid for the year ended 31 December 2018 nor for the year ended 31 December 2017.

#### 3. Comparatives for the statement of financial activities

	Unrestricted fund £
<b>Income and endowments from</b>	
Donations and legacies	318,020
<b>Total</b>	<b>318,020</b>
<b>Expenditure on</b>	
<b>Charitable activities</b>	
Relief for past and present members of the POA	249,245
<b>Total</b>	<b>249,245</b>

**POA WELFARE FUND**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 DECEMBER 2018**

**3. Comparatives for the statement of financial activities - continued**

	Unrestricted fund £
<b>Net income</b>	68,775
<b>Reconciliation of funds</b>	
<b>Total funds brought forward</b>	567,752
<b>Total funds carried forward</b>	<u>636,527</u>

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

	2018 £	2017 £
Other debtors	79,105	132,142
Accruals	-	5,000
	<u>79,105</u>	<u>137,142</u>

**5. Movement in funds**

	At 1.1.18 £	Net movement in funds £	At 31.12.18 £
<b>Unrestricted funds</b>			
General fund	636,527	194,284	830,811
<b>TOTAL FUNDS</b>	<u>636,527</u>	<u>194,284</u>	<u>830,811</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	427,026	(232,742)	194,284
<b>TOTAL FUNDS</b>	<u>427,026</u>	<u>(232,742)</u>	<u>194,284</u>

**Comparatives for movement in funds**

	At 1.1.17 £	Net movement in funds £	At 31.12.17 £
<b>Unrestricted Funds</b>			
General fund	567,752	68,775	<b>636,527</b>
<b>TOTAL FUNDS</b>	<u>567,752</u>	<u>68,775</u>	<u><b>636,527</b></u>

## POA WELFARE FUND

### NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 DECEMBER 2018

#### 5. Movement in funds - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	318,020	(249,245)	<b>68,775</b>
<b>TOTAL FUNDS</b>	<u>318,020</u>	<u>(249,245)</u>	<u><b>68,775</b></u>

#### 6. Related party disclosures

M Fairhurst, SP Gillan, A Darken (retired May 2018), T Fullerton (retired May 2018), J Simpson (elected May 2018) and D Todd (elected May 2018) are all members of the National Executive Committee. P Chapple was the Finance Officer of the POA until July 2018, J Simpson and SP Gillan are taking the responsibility for the role of Finance Officers of the POA from July 2018. At the 31 December 2018, they were also trustees of the POA Welfare Fund. During the year member contributions to the Fund amounted to £312,937 (2017 - £240,764) and at the balance sheet date, an amount was due to the fund of £26,597 (2017 - £25,838).