



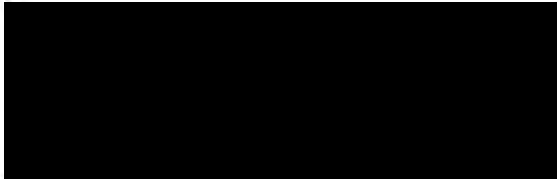
LIBERAL DEMOCRATS

Twickenham and Richmond Borough Party



13 March 2015

Darren Briddock
Liberal Democrats
8-10 Great George Street
London
SW1P 3AE



Dear Darren

I enclose the following documents:

1. 2014 statement of accounts approved by our Executive on 12 March 2015 and signed by Merlene Emerson as chair and me as Treasurer;
2. Response to various questions on form from LD website;
3. Completed and signed annual accounts report; and
4. Donation/credit report for February 2015.

Yours sincerely



Alexander Serge Lourie FCA
Honorary Treasurer
Twickenham and Richmond
Liberal Democrats

Twickenham & Richmond
Liberal Democrats'
statement of accounts
for the year ended 31
December 2014



Twickenham & Richmond Liberal Democrats' Statement of accounts for year ending 31 December 2014

Administrative information

Introduction

This statement of accounts provides a report on the political and financial activities of the Twickenham & Richmond Liberal Democrats. For the purposes of accounts, its address is 59 Burlington Avenue, Richmond TW9 4DG.

Registered address

The principal address of the national Liberal Democrats is 8-10 Great George Street, London SW1P 3AE

Elected Officials and responsible officers

For the purposes of the Political Parties Elections Referendum Act 2000 the following are the party's officers:

Name	Position
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Mrs Merlene Emerson	Chair
Mr Serge Lourie	Registered Treasurer

Political activities

Overview of political activities

The local party fought council and European elections that took place in May 2014; continued to support the sitting MP for Twickenham, Vince Cable; and made preparations for the general election in Twickenham with Vince Cable MP as the prospective parliamentary candidate and in Richmond Park, with Robin Meltzer.

Branches

The local party area contains the whole of Twickenham constituency and around two thirds of Richmond Park. The party campaigns in Parliamentary elections through separate Twickenham and Richmond Park operations with separate bank accounts and Treasurers. Expenses for all activity in Richmond upon Thames are included in these accounts.

Twickenham & Richmond Liberal Democrats has 11 branches, and their income and expenditure is included in these accounts. Five are in Richmond Park constituency and are: Barnes, Mortlake and East Sheen; Ham Petersham and Richmond Riverside; Kew; North Richmond; and South Richmond. There are six branches in Twickenham constituency, namely: Fulwell and Hampton Hill; Hampton and Hampton North; St Margaret's, North Twickenham and Twickenham Riverside; South Twickenham; Teddington and Hampton Wick; Whitton, Heathfield and West Twickenham.

Financial activities			
Income and expenditure overview			
The income and expenditure account includes the income and expenditure relating to Twickenham Parliamentary Constituency and the seven wards in Richmond Park constituency which are in Richmond upon Thames, the Liberal Democrat Group on Richmond Council and cover the eighteen wards in Richmond upon Thames.			
Balance sheet overview			
The balance sheet consists mainly of cash together with some external debtors and creditors.			
Accounting notes			
Accounting convention			
This Statement of Accounts continues to use accruals accounting.			
Depreciation			
The local party had no assets at the end of the year that were included in these accounts as all costs are written off when incurred or assets are leased.			
Income and expenditure account			
	Note	2014	2013
Income			
Membership subscription	1	6,657	6,590
Affiliation	2	16,995	14,770
Donations	3	133,117	59,331
Branch income	4	2,931	0
Fundraising income	5	35,401	43,130
Investment income	6	0	0
Transfers from National Party	7	7,203	10,088
Property and rental income/Office services	8	0	0
Profit/loss on sale of assets	14	0	0
Miscellaneous	9	13	3,658
Total income		202,317	137,567
Expenditure			
Premises		40,075	958
Office costs		4,135	6,775
Branch expenditure	4	744	0
Staff costs	10	52,131	25,607
Transfers out	7	0	0
Campaigning costs		98,069	49,322
Fundraising costs	5	4,375	7,802
Financing charges and taxation	11	0	0
Depreciation		0	0
Miscellaneous	9	1,398	2,563

Total expenditure		200,927	93,027
-Deficit/surplus		1,390	44,540

Assets and loans statement			
	Note	2014	2013
Purchase of assets	12	0	0
Sale of assets	12	0	0
New loan undertakings	13	0	0
Capital repayment of loans)	13	0	0
Net (Income)/Expenditure on Assets/Liabilities		0	0

Balance sheet			
	Note	2014	2013
Fixed assets			
Property	14	0	0
Fixtures and fittings	14	0	0
Office equipment	14	0	0
Investment property		0	0
Other investments	6	0	0
Total fixed assets		0	0
Current assets			
Cash in hand and at bank		55,020	67,847
Stock		0	0
Debtors		4,804	4,779
Total current assets		59,824	72,626
Liabilities			
Creditors & accruals		2,361	16,553
Loans outstanding	13	0	0
Total liabilities		2,361	16,553
Total net assets/(liabilities)		57,463	56,073
Reserves			
Accumulated fund at start of year		56,073	11,533

Surplus/-deficit		1,390	44,540
Asset value adjustments		0	0
Accumulated fund at end of year		0	0
Asset revaluation reserve	14	0	0
Other funds		0	0
Total reserves		57,463	56,073

Notes to the accounts:

Note 1. Membership

	2014	2013
Membership fees received directly by the accounting unit	0	0
Service fees received via/paid to the central party	6,657	6,590
Total	6,657	6,590

Note 2. Affiliations

Affiliate	2014	2013
	16,995	14,770
Members of the Liberal Democrat Group contribute 7.5% of their members' allowances towards the campaigning costs of the local Liberal Democrats.		

Note 3. Donations

	2014	2013
Cash donations	123,379	59,331
Notional/'Donations in Kind'	9,738	0
Total	133,117	59,331

During the year the local party received donations totalling £94,288 (2013 - £56,156) that were **reported** to the Electoral Commission. Some of these related to the fundraising dinner and have been included in fundraising income.

The total donation figure above includes donations received that were below the PPERA reporting threshold of £1,500.

Note 4. Branch income and expenditure

Branch Income and Expenditure is categorised by type except where the fundraising event is only open to local branch members Most expenditure represents campaigning costs

Note 5. Fundraising income and expenditure

Fundraising income and expenditure consists mainly of events such as dinners, auctions and raffles.

Note 6. Investments	
Investment income	
The local party has no investments and consequently does not receive investment income	

Note 7. Transfers	
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This related to funds paid to Richmond Park as a "strategic seat" by the National party.

Note 8. Property and rental income/Office services	
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There was no property and rental income as the party owns no property

Note 9. Miscellaneous income and expenditure	
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Income	2014	2013
	13	3,658
Expenditure	2014	2013
	1,398	2,563

Note 10. Staff costs	
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The staff costs relate to part of the organiser's salary, on-costs and expenses based at Lion Road Twickenham, an organiser for Richmond Park Constituency and an assistant who was employed on a fixed term contract of six months.

	2014	2013
Total	52,131	25,607
	2014	2013
Number of staff	2.5	1.25
Average cost	20,852	20,485

Note 11. Financing charges and taxation	
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Type of cost	2014	2013
Total	0	0

Note 12. Fixed Assets	
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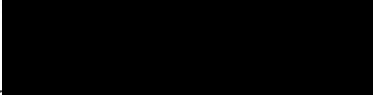
	2014	2013
Opening balance	0	0
Increase	0	0
Decrease	0	0
Closing balance	0	0

Note 13. Stock	
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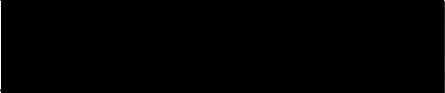
Stock purchases are charged to the income and expenditure account when made and are written off at that point as the amount would be immaterial

Note 14. Debtors and prepayments	
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Debtors and prepayments are external amounts due to the local party or payments that have been made in advance

Note 15. Profit/(loss) on disposal of assets		
There were no disposals of assets and consequently no profit or loss thereon		
Note 16. Loans		
The local party had no loans		
Declaration		
I confirm that the above Statement of Accounts has been prepared in accordance with guidance issued by the Electoral Commission and is correct to the best of my knowledge. In addition I confirm that these accounts have been approved by the Accounting Unit Management Committee:		
Signature	Position	Date
	Registered Treasurer	12/3/15

Also signed by

Signature	Position	Date
	Registered Chair	12/3/15

Accounts for Electoral Commission 2014 150312

Section 1 Basic Questions

What year are these accounts for?	2014
Therefore last year was:	2013
What is the name of your Local Party or Region? (If your local party is called Blogshire Liberal Democrats please just insert "Blogshire")	Twickenham & Richmond
Please insert the date that you will sign your accounts document	12/03/2015
Please insert the name of the Chair for this accounting year:	Merlene Emerson
Please insert the name of the Treasurer for this accounting year:	Serge Lourie
How many members did you have at the end of the year?	See central records
How Many Branches did you have at the end of the year?	See central records
Please list the names of your branches:	Barnes, Mortlake & East Sheen Ham, Petersham & Richmond Riverside Kew North Richmond South Richmond Fulwell & Hampton Hill Hampton & Hampton North St Margaret's, North Twickenham & Twickenham Riverside South Twickenham Teddington & Hampton Wick Whilton, Heathfield & West Twickenham
Did you fight any Parliamentary Elections this year?	No
Did you fight any Local Authority Elections this year?	Yes
Did you fight Euro Elections this year?	Yes
Did you fight PCC Elections this year?	No
Did you have any Local Authority By-Elections this year?	Yes
Did you have any Parliamentary By-Elections this year?	No
Did you have any Other By-Elections this year?	No
How many local authority elections did you fight?	18 wards
How many euro elections did you fight?	1
How many local authority by-elections did you fight?	1

Section 2 Income

For the following questions please give the amounts for this year and last year.

	2014	2013
How much membership rebate did you receive from HQ?	6657.00	6590.00
How much did you receive in money donations? (Please don't include fundraising events, but do include all donations, standing orders and	127117.00	59331.00
How much did you receive in donations in kind? (Please don't include fundraising events)	6000.00	0.00
How much did you record as donations on your reporting sheets?	94288.00	56156.00
What was the total amount of money that you gathered in at your fundraising events? (please count all takings not just profit)	35401.00	43130.00
How much value would you put on donations in kind to your fundraising events?	0.00	0.00

Please fill in the table with the details of any miscellaneous income

[illegible]

Please Fill in the table detailing any transfers of money from any other accounting units of the party for this year

[illegible]

Please fill in the table with details of any rental income or office services you provide.

For example providing office space to an elected official / local business or office services such as photocopying or catering.

[illegible]

2014	2013
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How much did you pay in office rent and other costs?	40075.00	958.00
How much did you pay in office maintenance and repairs?	0.00	0.00
How much did you pay in business rates?	0.00	0.00
How much have you paid for office insurance?	0.00	0.00
How much have you paid for heat light & power?	0.00	0.00
How much have you paid for office water rates?	1000.00	1000.00
How much have you spent for phone and internet?	1000.00	1000.00
How much have you spent on office stationary (not for campaigning work)? (inc EARS & Connect)	500.00	500.00
How much have you spent on postage (not for campaigning work)?	25.00	25.00
How much have you spent on holding meetings (not fundraisers)?	250.00	250.00
How much have you spent on your members, e.g. mailings and newsletters (inc LP/Regional Conference subsidies)?	250.00	250.00
How much have you spent on your website?	125.00	125.00
How much have you spent on campaigning outside of election time?	98069.00	49322.00
How much have you spent on campaigning during election times? (how much given to the agent)	0.00	0.00
How much have you spent on fundraising in real cash terms? (gross not net)	4375.00	7802.00
And you spent this much on fundraising through your donations in kind.	0.00	0.00

Please Fill in the table detailing any transfers of money to any other accounting units of the party for this year

[illegible]

Please fill in the table with the details of any miscellaneous expenditure

[illegible]

2014	2013
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What was the total closing balance of all your bank accounts?	55020.00	67847.00
How much interest did you get on all your bank accounts?	0.00	0.00
How much have you paid in bank charges and interest?	0.00	0.00

2014	2013
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What was your staff gross pay? - Total staff cost	52131.00	25607.00
What was your employers NI cost?		
How much did you spend training your staff?		
How many Staff do you employ?	2.50	1.25

2014	2013
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Please state the end of year value of any investments you have:	0.00	0.00
Did you receive a dividend on your investments, if so how much?	0.00	0.00
Please input last years total income from Investments	0.00	0.00
How much have you paid in corporation tax?	0.00	0.00

Please fill in the table with the gross income and expenditure for each of your branches for both this year and last year

Branch Name	2014 Income	2014 Expenditure	2013 Income	2013 Expenditure
Barnes, Mortlake & East Sheen	1562.00	814.00	793.00	1887.00
Ham, Petersham & Richmond Riverside			1712.00	2489.00
Kew	711.00	598.00	881.00	1805.00
North Richmond	1120.00	1168.00	1371.00	901.00
South Richmond	2540.00	1688.00	2154.00	3233.00
Fulwell & Hampton Hill	36.00	529.00	1022.00	232.00
Hampton & Hampton North			20.00	140.00
St Margaret's, North Twickenham & Twickenham Riverside	3858.00	4537.00		
South Twickenham				
Teddington & Hampton Wick				
Whitton, Heathfield & West Twickenham	1730.00	1148.00		

2014

Have you purchased any more real estate, if so how much?	0.00
Have you sold any real estate, if so how much?	0.00
If you have sold any real estate, what was the net book value?	0.00
Have you had your real estate revalued, if so what is it now worth?	0.00

Section 9 Fixtures and Fittings

2014

Have you purchased any more Fixtures and Fittings, if so how much?	0.00
Have you sold any Fixtures and Fittings, if so how much?	0.00
If you have sold any Fixtures and Fittings, what was the net book value?	0.00
What depreciation are you applying this year to your Fixtures and Fittings?	0.00
How many years do you depreciate fixtures and fittings over?	0

Section 10 Computers and all things IT

2014

Have you purchased any more IT equipment, if so how much?	0.00
Have you sold any IT equipment, if so how much?	0.00
If you have sold any IT Equipment, what was the net book value?	0.00
What depreciation are you applying this year to your IT equipment?	0.00
How many years do you depreciate IT equipment over?	0

Section 11 Brought forwards from last year

2013

In your last set of accounts how much is the Depreciation Charge in the Expenditure Account?	0.00
In your last set of accounts how much is the Profit or loss on the sale of assets charge in the Expenditure Account?	0.00
On last years balance sheet under fixed assets what is the amount under property?	0.00
On last years balance sheet under fixed assets what is the amount under fixtures and fittings?	0.00
On last years balance sheet under fixed assets what is the amount under IT Equipment?	0.00
On last years balance sheet under Reserves what is the Asset Revaluation Reserve?	0.00
On last years balance sheet what was the Accumulated fund at start of year? (this is also the total assets from the year before)	0.00

Section 12 Loans

2014

2013

At the start of each year how much was outstanding on members loans?	0.00	0.00
How much was paid back on all loans during the year?	0.00	0.00
Amount of new loans taken out during the year?	0.00	0.00

Section 13 Stock

2014

2013

What was the value of your stock at the end of the year?	0.00	0.00
What was the value of your stock at the start of the year?	0.00	0.00
Value of new stock purchased this year? (NB this amount must not be on the expenditure account if it is here)	0.00	0.00
Therefore you have used or sold this much stock:	0.00	0.00

Please indicate how this stock was used (you must allocate all stock used)

This much was sold to the election agent:	0.00	0.00
This much was used on campaigning:	0.00	0.00
This much was used at fundraising events:	0.00	0.00
This much was used for other things:	0.00	0.00
Total	0.00	0.00

Section 14 Debtors, Creditors and Prepayments

2014

2013

Total amount that is owed to you, i.e. is in the income account but not received at the end of the year.	4804.00	4779.00
Total amount that is owed by you, i.e. is in the expenditure account but not gone through the bank at the end of the year.	2361.00	16553.00
Amounts that you have pre paid, i.e. you have paid a years rent up front, but as you are only three months in to your tenancy, you only have three months rent in the expenditure account	0.00	0.00