

The Bournemouth East Conservative Association
Statement of Accounts

Statement Date: 31 December 2015

1. Statement of Accounts: accruals accounting

| | |
|---|-----------------------------|
| Administrative information | |
| Registered address | |
| <p>4 Matthew Parker Street London SW1H 9HQ</p> | |
| Elected Officials | |
| Name | Position |
| Tobias Ellwood | Member of Parliament |
| | |
| Responsible Officers | |
| For the purposes of the Political Parties Elections Referendums Act 2000 the responsible officers are: | |
| Name | Position |
| Cllr R Lawton | Registered Treasurer |
| Mr P R Dennis | Deputy Registered Treasurer |
| | |
| Political activities | |
| Overview of political activities | |
| <p>The main political events of 2015 were the general election and local council elections held on 7th May 2015. Printing of leaflets for the local elections was done in our office using RISO machine whilst the majority of the printing for the general election was done centrally. A lot of effort was made in delivering the many leaflets etc. The results were outstanding - Tobias Ellwood greatly increased his majority and out of thirty council candidates twenty nine were elected as Conservative Party Councillors.</p> | |

Branches

The Association has the following branches that were active in 2015 and all income and expenditure incurred by those branches have been included in the Association's accounts:

- East Southbourne
- Boscombe East
- Littledown
- West Southbourne
- East Cliff
- Queens Park
- Strouden Park
- Boscombe West
- Muscliffe
- Moordown

Financial Activities

Income overview

Subscription Income showed a welcome increase, fundraising events were well supported but were curtailed in the first part of the year because of the elections.

Expenditure overview

Continuing expenditure

Expenditure has increased particularly in running the riso printer for the elections, although most of this was recouped in income. Salary costs have decreased because of a personnel change in the latter part of the year.

Additional investment

No investments were made in the year.

Balance sheet overview

The surplus incurred in the year has increased the net current assets.

Accounting notes

Accounting convention

These accounts have been prepared in accordance with the applicable accounting standards and guidance issued by the Electoral Commission. The accrual accounting method has, as last year, been used.

| Income and Expenditure Account | | | |
|--|------|---------------|----------------|
| | Note | 2015 | 2014 |
| Income | | | |
| Membership | 1 | 3,785 | 3,055 |
| Donations | 2 | 930 | 2,443 |
| Branch Income | 3 | 5,884 | 7,186 |
| Fundraising income | 4 | 26,553 | 5,798 |
| Investment income | 5 | 6 | 1 |
| Transfers in | 6 | 228 | 248 |
| Property and rental income/Office services | 7 | 14,177 | 12,594 |
| Miscellaneous | 8 | - | 205 |
| | | | |
| Total income | | 51,563 | 31,530 |
| Expenditure | | | |
| Premises | | 6,500 | 6,500 |
| Office costs | | 25,325 | 11,586 |
| Branch Expenditure | 3 | 1,163 | 2,328 |
| Staff costs | 9 | 5,489 | 7,500 |
| Transfers out | 6 | - | - |
| Campaigning costs | | 5,089 | 1,402 |
| Fundraising costs | 4 | 2,957 | 3,976 |
| Financing charges and taxation | 10 | - | - |
| Miscellaneous | 8 | 2,059 | 2,097 |
| | | | |
| Total expenditure | | 48,582 | 35,389 |
| | | | |
| Surplus/ (Deficit) | | 2,981 | (3,859) |
| | | | |

| Balance Sheet | | | |
|-----------------------------------|------|--------------|--------------|
| | Note | 2015 | 2014 |
| | | | |
| Current assets | | | |
| Cash in hand and at bank | 5 | 7,320 | 7,455 |
| Stock | 11 | 425 | 125 |
| Debtors and Prepayments | 12 | 2,251 | 2,367 |
| | | | |
| Total current assets | | 9,996 | 9,947 |
| | | | |
| Liabilities | | | |
| Creditors and Accruals | 13 | 2,624 | 5,556 |
| | | | |
| Total liabilities | | 2,624 | 5,556 |
| | | | |
| Total Net Assets | | 7,372 | 4,391 |
| | | | |
| Reserves | | | |
| Accumulated fund at start of year | | 4,391 | 8,250 |
| Surplus / (Deficit) | | 2,981 | (3,859) |
| Accumulated fund at end of year | | 7,372 | 4,391 |
| Asset Revaluation Reserve | | - | - |
| Other funds | | - | - |
| | | | |
| Total Reserves | | 7,372 | 4,391 |

Notes to the Accounts:

Note 1: Membership

| Description | 2015 | 2014 |
|---|--------------|--------------|
| Membership fees received directly by the accounting unit. | 3,785 | 3,055 |
| Membership fees received via/paid to the central party | - | - |
| Total Membership | 3,785 | 3,055 |

Note 2: Donations

| Donations | 2015 | 2014 |
|-------------------------------|------------|--------------|
| Cash Donations | 510 | 2,043 |
| Notional/ 'Donations in Kind' | 420 | 400 |
| Total | 930 | 2,443 |

During the year the unit had no donations that were **reportable** to the Electoral Commission.

Note 3: Branch Income and Expenditure

| | 2015 | | 2014 | |
|---------------------|--------------|--------------|--------------|--------------|
| | Income | Expenditure | Income | Expenditure |
| East Southbourne | 2,754 | 723 | 3,614 | 1,838 |
| Boscombe East | 535 | - | 539 | - |
| Littledown | 826 | - | 619 | - |
| West Southbourne | 590 | 340 | 600 | 320 |
| East Cliff | - | - | 157 | - |
| Queens Park | 875 | 100 | 1,113 | 170 |
| Strouden Park | - | - | - | - |
| Boscombe West | - | - | 25 | - |
| Muscliffe | - | - | 100 | - |
| Moordown | 304 | - | 291 | - |
| Conservative Future | - | - | 128 | - |
| Total | 5,884 | 1,163 | 7,186 | 2,328 |

Note 4: Fundraising Income and Expenditure

| | 2015 | | 2014 | |
|-----------------------|---------------|--------------|--------------|--------------|
| | Income | Expenditure | Income | Expenditure |
| Luncheons | 2,449 | 2,055 | 3,872 | 3,147 |
| 200 Club | 825 | 720 | 830 | 700 |
| Fundraising committee | 1,042 | 182 | 1,096 | 129 |
| Election fundraising | 22,237 | - | - | - |
| Total | 26,553 | 2,957 | 5,798 | 3,976 |

Note 5: Investment Income**Investment income from current assets:**

| Bank Accounts | Balance as at 31/12/15 | Interest Received | Balance as at 31/12/14 | Interest Received |
|---------------|------------------------------|----------------------|------------------------------|----------------------|
| | 2,411 | 6 | 3,239 | 1 |
| | 4,856 | - | 4,174 | - |
| Petty cash | 53 | - | 42 | - |
| Total | 7,320 | 6 | 7,455 | 1 |

Note 6: Transfers

| Transfer From/To | Purpose of Transfer | Amount | |
|------------------|-------------------------|------------|----------|
| | | Incoming | Outgoing |
| HQ | Membership contribution | 228 | - |
| Total | | 228 | - |

Note 7: Property and rental income/Office services

| Source | 2015 | 2014 |
|--|---------------|---------------|
| Contribution towards office costs by MP | 11,087 | 9,574 |
| Contribution towards office costs by councillors | 3,090 | 3,020 |
| Total | 14,177 | 12,594 |

Note 8: Miscellaneous Income and Expenditure

| | 2015 | | 2014 | |
|------------------------------|----------|--------------|------------|--------------|
| | Income | Expenditure | Income | Expenditure |
| Sundry | - | 1,219 | 205 | 1,257 |
| Levy of local members to CCO | - | 840 | - | 840 |
| Total | - | 2,059 | 205 | 2,097 |

Sundry expenditure includes items such as refreshments, affiliation fees, AGM expenses, meeting rooms, courses, software support, tape conversation costs, marked registers and miscellaneous items.

Note 9: Salary Costs

| | 2015 | 2014 |
|--|--------------|--------------|
| Salary Costs | 5,489 | 7,500 |
| National Insurance/Social Security Costs | - | - |
| Training costs | - | - |
| Total | 5,489 | 7,500 |
| | 2015 | 2013 |
| Number of staff | 1 | 1 |
| Average Cost | 5,489 | 7,500 |

Note 10: Financing charges and taxation

| | 2015 | 2014 |
|-----------------|----------|----------|
| Corporation tax | - | - |
| Total | - | - |

Note 11: Stock

| | 2015 | 2014 |
|------------------------|------------|------------|
| Opening Balance | 125 | 100 |
| Movements | | |
| Increase | 300 | 25 |
| Decrease | - | - |
| Closing Balance | 425 | 125 |

Note 12: Debtors and Prepayments

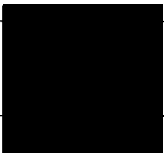
| Description | 2015 | 2014 |
|-----------------------|--------------|--------------|
| Prepayments | 910 | 541 |
| Other Debtors: | | |
| MP IPSA Reimbursement | 1,201 | 1,701 |
| Outing contribution | - | 125 |
| Sundries | 140 | - |
| Total | 2,251 | 2,367 |

Note 13: Creditors

| | 2015 | 2014 |
|------------------------------|--------------|--------------|
| Other creditors | 1,574 | 2,882 |
| Accruals and deferred income | 1,050 | 2,674 |
| Corporation tax | - | - |
| Total | 2,624 | 5,556 |

Declarations

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 Executive Council:

| Signature | Position | Date |
|---|-----------------------------|-------------|
|  | Deputy Registered Treasurer | 22 Feb 2016 |

Bournemouth East Conservative Association

Supplementary information for the 2015 Accounts

| <u>Membership Income</u> | 2015 | 2014 |
|---------------------------------|--------------|--------------|
| | £ | £ |
| East Southbourne | 885 | 710 |
| Littledown | 560 | 381 |
| East Cliff | 410 | 350 |
| Boscombe West | 301 | 300 |
| West Southbourne | 280 | 235 |
| Boscombe East | 360 | 299 |
| Queens Park | 310 | 230 |
| HQ | 94 | 130 |
| Moordown | 285 | 240 |
| Muscliffe | 185 | 120 |
| Strouden Park | 115 | 60 |
| | 3,785 | 3,055 |

| <u>Office Costs</u> | 2015 | 2014 |
|-------------------------------|---------------|---------------|
| | £ | £ |
| Electricity | 637 | 641 |
| Insurance | 462 | 462 |
| Telephone and internet | 721 | 544 |
| Printing, stationery and post | 3,133 | 1,269 |
| Computer maintenance | 318 | 222 |
| Riso and copier usage | 13,235 | 4,496 |
| Accountancy | 816 | 780 |
| Bank charges | 280 | 254 |
| Equipment leasing | 3,774 | 2,918 |
| Repairs | 1,949 | - |
| | 25,325 | 11,586 |

THE BOURNEMOUTH EAST CONSERVATIVE ASSOCIATION

CERTIFIER'S REPORT TO THE TREASURER AND OFFICERS OF BOURNEMOUTH EAST CONSERVATIVE ASSOCIATION

I report on the financial statements of Bournemouth East Conservative Association for the year ended 31 December 2015.

Respective Responsibilities of Treasurer and Certifier

The Accounting Unit's Treasurer is responsible for the preparation of the accounts.

The Accounting Unit's Treasurer considers that an audit is not required for this year under section 43(1) and (2) of the Political Parties, Electoral and Referendums Act 2000, and that a Certification is required under the Conservative Party's constitution.

It is my responsibility to satisfy myself that in any material respect:

- accounting records have been kept as required by law;
- the accounts agree with those accounting records; and
- the accounts have been prepared in accordance with guidance issued by the CCHQ Compliance Department and the relevant Electoral Commission guidance for Accounting Units

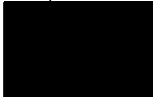
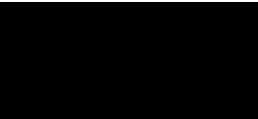
This report is made solely to the Treasurer and Officers of Bournemouth East Conservative Association. My work has been undertaken so that I might state to the Treasurer and Officers those matters I am required to state to them in an examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the treasurer and officers of Bournemouth East Conservative Association for my work, for this report, or the opinions I have formed.

Basis of Certifier's report

My examination was carried out in accordance with guidance issued by the CCHQ Compliance Department and the relevant Electoral Commission guidance for Accounting Units. An examination includes a review of the accounting records kept by Bournemouth East Conservative Association and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanation from you as Treasurer concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinions given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Certifier's Statement

I have examined the Income and Expenditure Account and Balance Sheet for the year ending 31 December 2015 together with the underlying accounting records and confirm that the accounts are in accordance therewith.


Lucy Filer
Filer Knapper LLP


Date: 25 February 2016