



## Mutual Societies Annual Return AR30 – Industrial and Provident Societies Act 1965 Form

**Full name of society:**

### Important information you should read before completing this form

We require all Industrial and Provident societies to complete this form every year.

For a society registered on or after 8 January 2012, the year of account will end on the last day of the month in which the anniversary of its registration falls, unless the society has notified us otherwise. For a society registered before 8 January 2012, the society's year of account must end between 31 August to 31 January inclusive, unless the society has notified us otherwise.

All the required information must be submitted within seven months of the year end date. Failure to submit the documents constituting your society's annual return by the due date is an offence and may result in prosecution.

Please keep a copy of the form and the supporting documents for future reference.

The notes that accompany this form will help you complete the questions.

Please be aware that any personal details you give on the form will be placed on the society's public file.

It is important you give accurate and complete information and disclose all relevant information. If you do not, it may take us longer to assess your annual return.

### Terms in this form and Contents

'FCA', 'PRA', 'we' and 'us' refer to the Financial Conduct Authority or Prudential Regulation Authority.

'You' refers to the person signing the form on behalf of the society.

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FCA use only		
	Date Received	Case Officer
1st		
2 <sup>nd</sup>		



## Mutual Societies Annual Return AR30 –Industrial and Provident Societies Act 1965

### Filling in the form

**1** If you are using your computer to complete the form:

- use the TAB key to move from question to question and press SHIFT TAB to move back to the previous question; and
- print out the completed form and arrange for it to be signed.

**2** If you are filling in the form by hand:

- use black ink;
- write clearly; and
- arrange for it to be signed.

**3** If you make a mistake, cross it out and initial the changes; do not use correction fluid.

**4** If you think a question is not relevant to you, write 'not applicable' and explain why.

**5** If you:

- leave a question blank;
- do not get the form signed; or
- do not attach the required supporting information

without telling us why, we will have to treat the return as incomplete. This will increase the time taken to assess your return.

**6** If there is not enough space on the form, you may need to use separate sheets of paper. Clearly mark each separate sheet of paper with the relevant question number.

**7** Send us your application by post. It must include:

- this form;
- a set of printed accounts;
- an audit report or accountant's report where appropriate ; and
- supporting documents.

Send to:

**Mutuals Team  
Financial Conduct Authority  
25 The North Colonnade  
Canary Wharf  
LONDON  
E14 5H2**



1

## Details of society

## 1.1 Details of the society WEBARCH CO-OPERATIVE LTD.

Register number	31305R
Registered office address	CADS, SNOWLANE SHALESMOOR, SHEFFIELD
Postcode	S3 7AL

## 1.2 Year end date (dd/mm/yyyy)

See Note 1.2

31 / 12 / 2012

## Committee of management

If you are a club you do not need to give a year of birth in questions 1.3-1.6.

The names of the members of the Committee at the date on which the return is signed should be entered below in BLOCK CAPITALS.

## 1.3 Details of Chairman

Name	CHRISTOPHER DENNIS CROOME
Address	31 BROOK ROAD SHEFFIELD
Postcode	S8 9FH
Year of birth	yyyy 1966
Business occupation and other directorships	WEBSITE HOSTING ADMIN

## 1.4 Details of Treasurer

Name	ALAN DAWSON
Address	77 BURNGREAVE ROAD SHEFFIELD
Postcode	S3 9DF
Year of birth	yyyy 1968
Business occupation and other directorships	SYSTEMS ADMINISTRATOR

## 1.5 Details of Secretary

Name	ADAM MORAN
Address	115A FITZWILLIAM ST SWINTON, MEXBOROUGH SOUTH YORKSHIRE
Postcode	SG4 3RN
Year of birth	yyyy 12 / 7 / 64
Business occupation and other directorships	

## 1.6 Details of Members of the Committee

Name	Address	Year of birth	Business occupation and other directorships
JONATHAN COOK	7 OXLEY COURT ROTHERHAM S60 2RE	yyyy 1963	ADMIN MANAGER. ALSO EDUMAKE CO-OPERATIVE
		yyyy	
		yyyy	
		yyyy	
		yyyy	
		yyyy	

Please use separate sheets of paper if you need more space.

Please indicate how many separate sheets of paper you have used.



All societies must answer the following questions whether the answers are yes or no, and provide all other information requested

- 1.7 Does the society take deposits (excluding withdrawable shares) within the provisions of the Financial Services and Markets Act 2000?**

☒ No  
☐ Yes

- 1.8 Does the society hold deposits (excluding withdrawable shares) taken previously, even though it does not currently take them, within the provisions of the Financial Services and Markets Act 2000?**

☒ No  
☐ Yes

- 1.9 Is the society a subsidiary of another society?**

☒ No  
☐ Yes

- 1.10 Does the society have one or more subsidiaries?**

☒ No  
☐ Yes

- 1.11 Is the society currently accepted by the Inland Revenue as a charity for tax purposes?**

☒ No ▶ Continue to question 1.12  
☐ Yes ▶ Give details below

Reference number of letter from Inland Revenue or the Scottish Charity number

You must confirm that you have attached a copy of the ☐ Yes  
 Inland Revenue's letter to this return

- 1.12 Is the society registered with the Homes and Communities Agency, Welsh Ministers or The Scottish Housing Regulator?**

☒ No ▶ Continue to question 1.14  
☐ Yes ▶ Select the one you are registered with below and provide the registration number

- ☐ Homes and Communities Agency  
☐ Welsh Ministers  
☐ The Scottish Housing Regulator

Register number	<input type="text"/>
-----------------	----------------------

- 1.13 Is the society a registered social landlord?**

☒ No  
☐ Yes

- 1.14 Does the society offer any insurance products?**

☒ No  
☐ Yes

- 1.15 Does the society undertake residential mortgage business?**

☒ No  
☐ Yes

- 1.16 Name of any organisation to which the society is affiliated**

Name	<input type="text"/>
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**Benefit of the community societies**

- 1.17 As once completed this return will be placed on the society's public file, benefit of the community societies are welcome to use the space below to provide a report for all those who may have an interest in the society. If provided, this report should cover the activities of the society during the financial period covered by the return and should set out how these activities have brought benefit to the community.

BY PROVIDING A SERVICE OF ONLY  
SUSTAINABLY-POWERED WEBSITE  
HOSTING, WE HELP PEOPLE TO  
REDUCE THEIR 'CARBON FOOTPRINT'.  
WE ALSO HELP BY EDUCATING  
PEOPLE IN THE USE OF FREE/LIBRE/  
OPEN-SOURCE SOFTWARE, ALSO IN  
WEBSITE DESIGN, EMAIL AND  
SYSTEMS ADMINISTRATION.  
WE HAVE MAINTAINED OUR  
ETHICAL, RESPONSIBLE  
BUSINESS VALUES & HELPED  
NUMEROUS CAMPAIGNING  
GROUPS WITH INTERNET-  
RELATED MATTERS THROUGH  
THE YEAR.

Please use separate sheets of paper if you need more space.

Please indicate how many separate sheets of paper you have used.



## 2

## Statistics

We can use these figures in our Annual Report.

## Account details

## 2.1 You must enter the figures below

See notes for help on items E-T. Enter NIL where applicable

A	Members at beginning of year	7
B	Members ceased during year	0
C	Members admitted during year	3
D	Members at end of year	10
E	Turnover for year	30921
F	Total of income and expenditure (receipts and payments added together)	43646 43646
G	Net surplus/(deficit) for year	2225
H	Fixed assets	4920
I	Current assets	3729
J	Total assets (equal to amount in row O, below)	8649 8649
K	Current liabilities	150
L	Share capital	9225
M	Long-term liabilities	0
N	Reserves	(726) (726)
O	Total liabilities, share capital & reserves (K+L+M+N) (equal to amount in J above)	8649 8649

All societies (excluding clubs) must complete boxes P-T

P	Investments in other Industrial and Provident societies	0
Q	Loans from members	0
R	Loans from Employees' Superannuation Schemes	0
S	Dividends on sales	0
T	Share interest	0

**2.2 Names of subsidiaries as defined in Section 15 of the Friendly and Industrial and Provident Societies Act 1968**


**2.3 Names of subsidiaries not dealt with in group accounts (if any) and reasons for exclusions (as approved by the FCA)**

The society must have written authority from us to exclude a subsidiary from group accounts




# 3

## The audit

### 3.1 Type of audit used for the attached accounts.

If the society has used a full professional audit or an accountant's report then the report must be prepared by a registered auditor.

- THIS ONE?
- |   |                                  |
|---|----------------------------------|
| <input type="checkbox"/> Full professional audit        | ▶ Continue to section 4          |
| <input checked="" type="checkbox"/> Accountant's report | ▶ Complete questions 3.2 and 3.3 |
| <input type="checkbox"/> Lay audit                      | ▶ Complete questions 3.2 and 3.3 |
| <input type="checkbox"/> Unaudited                      | ▶ Complete questions 3.2 and 3.3 |

### 3.2 Do the society's registered rules allow the society not to undertake a full professional audit?

- ☐ No  
☒ Yes

### 3.3 Has the membership passed at general meeting, in accordance with section 4A(2) of the Friendly and Industrial and Provident Societies Act 1968, a resolution allowing the society not to undertake a full professional audit for the year of account in question?

- ☒ No  
☐ Yes

# 4 Accounts and signature

## Accounts

- 4.1 Date on which the accounts and balance sheet will be/were laid before the AGM (dd/mm/yyyy)

27 / 06 / 2013

- 4.2 Has your society produced accounts to the minimum standard required?

☒ Yes ▶ you must confirm that you have attached the accounts and the audit/accountant's report bearing the original signatures of the auditor (if required by law), the secretary and the two committee members.

☒ Attached

☐ No ▶ you must produce accounts to the minimum standard required, see notes for details.

## Signature – all societies to complete

- 4.3 The Secretary of the society must sign and date below

I certify that the information in this form is correct to the best of my knowledge and belief.

Name	ADAM MORAN
Signature	D. Moran
Phone number	0114 279 9709
Email	adam@webarch.net
Date	dd/mm/yy 26/7/13



WEBARCH CO-OPERATIVE T/A WEBARCHITECTS

BALANCE SHEET AT 31st DECEMBER 2012

<u>2011</u>		£	£
	<u>Fixed Assets</u>		
-	Equipment		4920
	<u>Current Assets</u>		
4133	Cash at bank	3729	
84	Debtor	-	
<u>4217</u>		<u>3729</u>	
	<u>Current Liabilities</u>		
<u>1003</u>	Creditors	<u>150</u>	
<u>3214</u>	<u>Net Current Assets</u>		<u>3579</u>
<u>3214</u>			<u>8499</u>
	Represented by:-		
	<u>Capital Account</u>		
6165	Share Capital		9225
(2851)	Profit and Loss account		(726)
<u>3214</u>			<u>8499</u>

I have prepared the Accounts from books, vouchers and information as supplied and certify as correct in accordance therewith.

*S.R. Dawson*

S.R. Dawson

Chartered Accountant

31<sup>st</sup> May 2013

*S. Adan (Secretary).*  
*T. Cook (Committee member)*  
*Amelun (TREASURER)*



WEBARCH CO-OPERATIVE T/A WEBARCHITECTS

TRADING ACCOUNT FOR THE YEAR ENDED 31st DECEMBER 2012

<u>2011</u>			£	£
11552		<u>Sales</u>		30921
<u>4233</u>		Purchases		<u>12725</u>
7319		<u>Gross Profit</u>		18196
	7361	Salaries	11146	
	1000	Rent	1925	
	668	Repairs & renewals	1490	
	758	Advertising	308	
	144	Accountancy	150	
<u>10270</u>	<u>339</u>	Sundries	<u>952</u>	<u>15971</u>
<u>(2951)</u>		<u>Net Profit</u>		<u>2225</u>

J.N.