



BANK OF ENGLAND
PRUDENTIAL REGULATION
AUTHORITY



Mutual Societies Annual Return Form (AR30)

For societies registered under the Co-operative and Community Benefit Societies Act 2014

Society name:

WEBARCH CO-OPERATIVE LIMITED

Important information you should read before completing this form

You must use this form if you are a:

- registered society (previously referred to as an 'industrial and provident society')
- co-operative society
- community benefit society

registered under the Co-operative and Community Benefit Societies Act 2014.

You must submit this form and the society's accounts within 7 months of the end of your financial year. Failure to submit is an offence for which the society may be prosecuted.

Please note:

- we have an information note that may assist you in completing this application
- 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 process your annual return.

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

Terms in this form

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

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

'The 2014 Act' is the Co-operative and Community Benefit Societies Act 2014

1

Details of society

1.1 Details of the society WEBARCH CO-OPERATIVE LIMITED

Register number	31305 R
Registered office address	CREATIVE ARTS DEVELOPMENT SPACE SNOW LANE, SHALESMOOR SHEFFIELD
Postcode	S3 7AL

1.2 Year end date (dd/mm/yyyy)

See Note 1.2

31	/	12	/	2015
----	---	----	---	------

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	WEBARCHITECTS CADS, SNOW LANE SHEFFIELD
Postcode	S3 7AL
Year of birth	yyyy
Business occupation and other directorships	SYSTEMS ADMINISTRATION

1.4 Details of Treasurer

Name	ADAM MORAN
Address	WEBARCHITECTS CADS, SNOW LANE SHEFFIELD
Postcode	S3 7AL
Year of birth	yyyy
Business occupation and other directorships	ADMINISTRATION

1.5 Details of Secretary

Name	JONATHAN COOK
Address	WEBARCHITECTS CADS, SNOW LANE SHEFFIELD
Postcode	S3 7AL
Year of birth	yyyy
Business occupation and other directorships	ADMINISTRATION / EDUMAKE CO-OP PRINCIPLE 5 CO-OP

1.6 Details of Members of the Committee

Name	Address	Year of birth	Business occupation and other directorships
CHRISTOPHER DENNIS CROOME	WEBARCHITECTS CADS, SNOW LANE SHEFFIELD S3 7AL	yyyy	SYSTEMS ADMINISTRATION
ADAM MORAN	WEBARCHITECTS CADS, SNOW LANE SHEFFIELD S3 7AL	yyyy	ADMINISTRATION
JONATHAN COOK	WEBARCHITECTS CADS, SNOW LANE SHEFFIELD S3 7AL	yyyy	ADMINISTRATION EDUMAKE Co-OPERATIVE. PRINCIPLE 5 Co-op.
KATE DAWSON	WEBARCHITECTS CADS, SNOW LANE SHEFFIELD S3 7AL	yyyy	SYSTEMS ADMINISTRATION
		yyyy	
		yyyy	

Please use separate sheets of paper if you need more space, following the instructions provided in section 5 above.

Please indicate how many separate sheets of paper you have used

0

Please continue, answering all questions.

1.7 Are any members of the society's committee disqualified as directors under the Company Director Disqualification Act 1986?

- ☒ No
☐ Yes

1.8 Does the society carry out any activity which is regulated under the Financial Services and Markets Act 2000? (e.g. accepting deposits in a form other than withdrawable shares; offering insurance products; undertaking residential mortgage business). If 'yes' please state the society's Financial Services Register firm reference number

- ☒ No
☐ Yes

Financial Services Register firm reference number

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 HM Revenue and Customs as a charity for tax purposes?

- ☒ No
☐ Yes

Please confirm you have attached a copy of the letter from HM Revenue and Customs confirming charitable tax status:

- ☐ Yes ☒ N/A

1.12 Is this society a charity registered with the Office of the Scottish Charity Regulator (OSCR)?

- ☒ No
☐ Yes → provide your Scottish Charity number below

1.13 Is the society registered with one of the following (please tick)?

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

If so, please provide your register number

All societies must answer the following questions:

- if a bona fide co-operative society go to question 1.14
- if existing for the benefit of the community go to question 1.19

Bona fide co-operative society

1.14 How did members benefit from the business, industry or trade of the society during the year?

MEMBERS WERE HELPED TO REDUCE THEIR 'CARBON FOOTPRINT' BY USE OF OUR SUSTAINABLY-POWERED WEB HOSTING, WE ALSO HELP BY EDUCATION IN USE OF FREE/LIBRE OPEN SOURCE SOFTWARE, WEB DESIGN, EMAIL AND SYSTEMS ADMIN. WE MAINTAIN ETHICAL, RESPONSIBLE BUSINESS VALUES AND HELP CAMPAIGNING GROUPS WITH INTERNET-RELATED MATTERS.

1.15 Is membership of the society required to obtain the benefits offered by it?

☐ Yes

☒ No

1.16 In what way did members participate in an ongoing basis in the society's primary business during the year?

AS WORKER-MEMBERS, CLIENT-MEMBERS, AND/OR ATTENDANCE AT GENERAL MEETINGS (TAKING PART IN DECISION-MAKING)

1.17 How did members democratically control the society?

GENERAL MEETINGS ARE THE MAJOR DECISION-MAKING PROCESS FOR THE CO-OPERATIVE; ALL MEMBERS ARE INVITED - AND MANY ATTEND.

1.18 How did the society use any surplus/profit?

If the society distributed the surplus/profit to members please explain how this was done.

N/A

Please use separate sheets of paper if you need more space (see section 5 above)

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

0

Continue to 2.1

Community benefit society

1.19 Who are the community the society benefited?

N/A

1.20 How did the society benefit that community during the year?

1.21 How did the society use any surplus/profit?

Please use separate sheets of paper if you need more space (see section 5 above).
Please indicate how many separate sheets of paper you have used.

Continue to 2.1

2

Statistics

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	32
B	Members ceased during year	0
C	Members admitted during year	22
D	Members at end of year	54
E	Turnover for year	48,129
F	Total of income and expenditure (receipts and payments added together)	N/A
G	Net surplus (deficit) for year	(3028)
H	Fixed assets	7634
I	Current assets	1,600
J	Total assets (equal to amount in row O, below)	9,234
K	Current liabilities	168
L	Share capital	27,017
M	Long-term liabilities	(17,951)
N	Reserves	-
O	Total liabilities, share capital & reserves (K+L+M+N) (equal to amount in J above)	9,234

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

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

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.

- | | |
|---|----------------------------------|
| <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 a general meeting a resolution allowing the society not to undertake a full professional audit for the year of account in question? (In accordance with section 84 of the Co-operative and Community Benefit Societies Act 2014)

- ☐ 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)

06 / 05 / 2016

- 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	JONATHAN COOK
Signature	<i>J. Cook</i>
Phone number	0114 276 9709
Email	jonathan@webarch.net
Date	dd/mm/yy 30/07/16

WEBARCH CO-OPERATIVE T/A WEBARCHITECTS**TRADING ACCOUNT****FOR THE YEAR ENDED 31ST DECEMBER 2015**

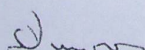
	<u>2015</u>		<u>2014</u>	
	£	£	£	£
<u>INCOME</u>				
Sales		48,129		45,169
<u>COST OF SALES</u>				
Purchases		<u>23,650</u>		<u>19,934</u>
<u>GROSS PROFIT</u>		24,479		25,235
<u>EXPENSES</u>				
Salaries	20,801		19,354	
Rent	2,310		2,310	
Repairs and renewals	394		756	
Travel	143		762	
Telephone	244		263	
Accountancy	168		162	
Sundries	841		1,129	
Bank charges	182		203	
Depreciation	<u>2,424</u>	<u>27,507</u>	<u>-</u>	<u>24,939</u>
<u>NET PROFIT/(LOSS)</u>		<u>(3,028)</u>		<u>296</u>

WEBARCH CO-OPERATIVE T/A WEBARCHITECTS

BALANCE SHEET AT 31st DECEMBER 2015

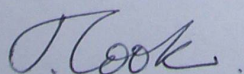
	2015		2014	
	£	£	£	£
<u>FIXED ASSETS</u>				
Equipment		7,634		9,697
<u>CURRENT ASSETS</u>				
Cash at bank	1,600		2,348	
<u>CURRENT LIABILITIES</u>				
Creditors	168		162	
<u>NET CURRENT ASSETS</u>		1,432		2,186
		9,066		11,883
Represented by:				
<u>CAPITAL ACCOUNTS</u>				
Share capital		27,017		26,806
Profit or Loss Account		(17,951)		(14,923)
		9,066		11,883

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

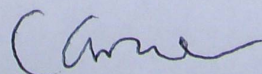


S.R. Dawson
Chartered Accountant

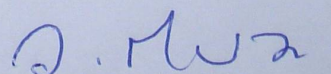
12th February 2016



JONATHAN COOK
SECRETARY



CHRISTOPHER CROOME
MEMBER



ADAM MORAN
MEMBER