STATUTORY INSTRUMENTS

1976 No. 1935

BUILDING SOCIETIES

The Building Societies (Accounts and Annual Return) Regulations 1976

Made - - - -	15*th November* 1976
Laid before Parliament	26*th November* 1976
Coming into Operation	31*st December* 1976

The Chief Registrar of Friendly Societies, with the consent of the Treasury, in exercise of the powers conferred upon him by sections 78(2), 88(3) and 91(2) of the Building Societies Act 1962**(a)**, and of all other powers enabling him in that behalf, hereby makes the following Regulations:—

Citation, Commencement and Interpretation

1.—(1) These Regulations may be cited as the Building Societies (Accounts and Annual Return) Regulations 1976, and shall come into operation on 31st December 1976.

(2) The Interpretation Act 1889**(b)** shall apply to the interpretation of these Regulations as it applies to the interpretation of an Act of Parliament.

Revenue and Appropriation Account and Balance Sheet

2. The revenue and appropriation account and the balance sheet of a building society as respects a financial year of the society ending on or after 31st December 1977 shall, with such adaptations, additions or omissions as may be necessary to comply with section 78(1) of the Building Societies Act 1962, be in the forms set out in Schedule I to these Regulations and shall contain the particulars therein set out (except that any heading therein may be omitted if the entries in respect of such heading would be "Nil") and the particulars specified in regulations 4 to 10 of these Regulations.

3.—(1) For the purposes of these Regulations unless the context otherwise requires—

(*a*) "provision" means, subject to paragraph (2) hereof, any amount written off or retained by way of providing for depreciation, renewals or diminution in value of assets or retained by way of providing for any known liability of which the amount cannot be determined with substantial accuracy;

(*b*) "reserve" does not, subject as aforesaid, include any amount written off or retained by way of providing for depreciation, renewals or diminution in value of assets or retained by way of providing for any known liability or any sum set aside for the purpose of being used to prevent any undue fluctuations in the charges for taxation;

(a) 1962 c. 37. (b) 1889 c. 63.

and in this paragraph "liability" includes all liabilities in respect of expenditure contracted for and all disputed or contingent liabilities.

(2) Where—

(*a*) any amount written off or retained by way of providing for depreciation, renewals or diminution in value of assets; or

(*b*) any amount retained by way of providing for any known liability;

is in excess of that which in the opinion of the board of directors is reasonably necessary for the purpose, the excess shall be treated for the purposes of these Regulations as a reserve and not a provision.

(3) The amount to be shown in relation to the heading "Mortgages" in the balance sheet shall be the amount due or outstanding in respect of advances secured on mortgage less any provision for anticipated losses thereon.

4. The following particulars shall be shown separately in the revenue and appropriation account—

(*a*) the amount, if material, of any profit or loss on realisation of investments less any corporation tax relating thereto;

(*b*) the amount transferred from general reserve; and

(*c*) the amount transferred to or from any reserve set aside for a particular purpose.

5.—(1) If an amount is charged to revenue by way of provision for depreciation or diminution in value of assets, and an amount is also so charged by way of provision for renewal of those assets, the last-mentioned amount shall be shown separately.

(2) If the amount charged to revenue by way of provision for depreciation or diminution in value of fixed assets has been determined otherwise than by reference to the amount of those assets as determined for making up the balance sheet, that fact shall be stated.

6. The following particulars shall be stated by way of note to the revenue and appropriation account, if not otherwise shown—

(*a*) the amount of the remuneration of auditors, including any sums paid to the auditors in respect of their expenses;

(*b*) the financial year of the society, or the part of such year, in which the interest accrued in respect of which the amount shown in relation to the heading "Income tax on interest" is computed;

(*c*) the basis on which the charge for corporation tax is computed;

(*d*) the amount of any interest on bank loans and overdrafts;

(*e*) the amount, if material, of any transaction of an exceptional or non-recurrent nature;

(*f*) the effect, if material, of any change in the basis of accounting;

(*g*) any amount applied in writing up or down the amount at which investments are determined for making up the balance sheet;

(*h*) the corresponding amounts for the immediately preceding financial year for all items shown in the revenue and appropriation account.

7.—(1) Subject to and in accordance with the provisions of this regulation there shall be stated by way of note to the revenue and appropriation account—

(*a*) the aggregate amount of the directors' emoluments;

(*b*) the aggregate amount of directors' or past directors' pensions; and

(*c*) the aggregate amount of any compensation to directors or past directors in respect of loss of office.

(2) The amount to be stated under paragraph 1(*a*) of this regulation—

(*a*) shall include any emoluments paid to or receivable by any person in respect of his services as director of the society or in respect of his services, while director of the society, in connection with the management of the affairs of the society; and

(*b*) shall distinguish between the emoluments in respect of services as director of the society and other emoluments;

and for the purposes of this regulation the expression "emoluments" in relation to a director includes fees and percentages, any sums paid by way of expenses allowance in so far as those sums are charged to United Kingdom income tax, any contribution paid in respect of him under any pension scheme and the estimated money value of any other benefits received by him otherwise than in cash.

(3) The amount to be stated under paragraph 1(*b*) of this regulation—

(*a*) shall not include any pension paid or receivable under a pension scheme if the scheme is such that the contributions thereunder are substantially adequate for the maintenance of the scheme, but save as aforesaid shall include any pension paid or receivable in respect of any such services of a director or past director of the society as are mentioned in the preceding paragraph of this regulation, whether to or by him or, on his nomination or by virtue of dependence on or other connection with him, to or by any other person; and

(*b*) shall distinguish between pensions in respect of services as director of the society and other pensions;

and for the purposes of this regulation the expression "pension", "pension scheme" and "contribution" have the same meanings as in section 196(3) of the Companies Act 1948**(a)**.

(4) The amount to be stated under paragraph 1(*c*) of this regulation—

(*a*) shall include any sums paid to or receivable by a director or past director by way of compensation for the loss of office as director of the society, or for the loss, while director of the society or on or in connection with his ceasing to be a director of the society, of any other office in connection with the management of the society's affairs; and

(*b*) shall distinguish between compensation in respect of the office of director of the society and compensation in respect of other offices;

and for the purposes of this regulation references to compensation for loss of office shall include sums paid as consideration for or in connection with a person's retirement from office.

(5) The amounts to be stated under paragraph 1(*a*), (*b*) and (*c*) of this regulation—

(a) 1948 c. 38.

(*a*) shall include all relevant sums paid by or receivable from the society or any other person except sums to be accounted for to the society; and

(*b*) shall distinguish in the case of the amount to be shown under paragraph 1(*c*) of this regulation between the sums respectively paid by or receivable from the society and persons other than the society.

(6) The amounts to be stated under this regulation for any financial year shall be the sums receivable in respect of that year, whenever paid, or in the case of sums not receivable in respect of a period, the sums paid during the year, so, however, that where—

(*a*) any sums are not included in the amounts to be stated by way of note to the revenue and appropriation account for the relevant financial year on the ground that the person receiving them is liable to account for them to the society, but the liability is thereafter wholly or partly released or is not enforced within a period of two years; or

(*b*) any sums paid by way of expenses allowance are charged to United Kingdom income tax after the end of the relevant financial year;

those sums shall, to the extent to which the liability is released or not enforced or they are charged as aforesaid, as the case may be, be included in the amounts to be stated by way of note to the first revenue and appropriation account in which it is practicable so to include them and shall be distinguished from the sums to be stated therein apart from the provisions of this paragraph.

8.—(1) Where the amount stated by way of note to the revenue and appropriation account under paragraph 1(*a*) of regulation 7 exceeds the sum of £15,000, there shall also be so stated—

(*a*) the amount of the Chairman's emoluments, or, if more than one person has been Chairman during the financial year, the amount with respect to each such person of his emoluments so far as attributable to the period during which he was Chairman;

(*b*) the emoluments of the director (if any) whose emoluments exceeded the amount or the aggregate of the amounts stated under (*a*) above; or, if the emoluments of each of two or more of the directors exceeded the said amount or said aggregate, the emoluments of him (or them, in the case of equality) who had the greater, or, as the case may be, the greatest;

(*c*) the number (if any) of directors who had no emoluments or whose several emoluments amounted to not more than £2,500 and, by reference to each pair of adjacent points on a scale on which the lowest point is £2,500 and the succeeding ones are successive integral multiples of £2,500, the number (if any) of directors whose several emoluments exceeded the lower point but not the higher;

(*d*) the number of directors who waived rights to receive emoluments which, but for the waiver, would have fallen to be included in the amounts to be stated under paragraph 1(*a*) of regulation 7 and the aggregate amount of the emoluments so waived.

(2) For the purpose of paragraph (1)(*a*), (*b*) and (*c*) of this regulation there shall be brought into account as emoluments of any person all such amounts, other than contributions paid in respect of him under any pension scheme, as in his case are by virtue of regulation 7 required to be included in the amount stated under paragraph 1(*a*) of that regulation.

(3) For the purpose of paragraph (1)(*d*) of this regulation—

(*a*) it shall be assumed that a sum not receivable in respect of a period would have been paid at the time at which it was due to be paid;

(*b*) a sum not so receivable that was payable only on demand, being a sum the right to receive which has been waived, shall be deemed to have been due for payment at the time of the waiver.

9.—(1) By way of note to the revenue and appropriation account there shall be stated by reference to each pair of adjacent points on a scale on which the lowest point is £10,000 and the succeeding ones are successive integral multiples of £2,500 beginning with that in the case of which the multiplier is 5, the number (if any) of persons in the society's employment (other than directors of the society) whose several emoluments exceeded the lower point but did not exceed the higher.

(2) For the purposes of this regulation a person's emoluments shall include any paid to or receivable by him from the society and any other person in respect of his services as a person in the employment of the society (except sums to be accounted for to the society) and "emoluments", in relation to a person, includes fees and percentages, any sums paid by way of expenses allowance in so far as those sums are charged to United Kingdom income tax and the estimated money value of any other benefits received by him otherwise than in cash.

(3) The amounts to be brought into account for the purposes of complying with paragraph (1) of this regulation as respects a financial year shall be the sums receivable in respect of that year, whenever paid, or, in the case of sums not receivable in respect of a period, the sums paid during that year, so, however, that where—

(*a*) any sums are not brought into account for the relevant financial year on the ground that the person receiving them is liable to account therefor as mentioned in paragraph (2) of this regulation, but the liability is wholly or partly released or is not enforced within a period of two years; or

(*b*) any sums paid to a person by way of expenses allowance are charged to United Kingdom income tax after the end of the relevant financial year;

those sums shall, to the extent to which the liability is released or not enforced or they are charged as aforesaid, as the case may be, be brought into account for the purpose of complying with paragraph (1) of this regulation on the first occasion on which it is practicable to do so.

10.—(1) The following particulars shall be stated by way of note to the balance sheet, if not otherwise shown—

(*a*) the amount owing by the society in respect of deposits, loans and overdrafts which are secured on the assets of the society;

(*b*) the general nature of any contingent liability not provided for, and, where practicable, the amount or estimated amount, if material, of that contingent liability;

(*c*) where practicable, the aggregate amount or estimated amount, if material, of—

(i) contracts for capital expenditure, so far as not provided for, and

(ii) capital expenditure authorised by the directors which has not been contracted for;

(*d*) the amount of any reserve or provision and where the amount compared with the amount at the end of the immediately preceding financial year shows an increase or decrease, the source from which the increase has been derived or how the amount derived from any decrease has been applied;

(*e*) the year or years of assessment for which any amount included in the balance sheet represents income tax and, if any amount so included representing income tax for the current year of assessment is less than the amount of the society's liability for income tax for the year, the proportion of such liability represented by the amount;

(*f*) the nature and amount of the major elements of which any amount of deferred taxation shown in the balance sheet is composed and a description of the method of calculation adopted;

(*g*) the amount due or outstanding in respect of advances secured on mortgage and the amount of any provision for anticipated losses thereon;

(*h*) of the amounts shown in respect of the item "Investments and cash" in the balance sheet how much consists of—

(i) quoted investments showing separately how much consists of investments in the case of which the final redemption date is not more than 5 years from the date of the balance sheet,

(ii) unquoted investments showing separately how much consists of investments which are repayable in not more than 6 months from the date of the balance sheet,

(iii) interest accrued, and

(iv) cash at bank and in hand;

(*i*) the aggregate market value of the society's quoted investments;

(*j*) the method of arriving at the amount at which any fixed assets are shown and where the amount is arrived at by a valuation made during the financial year ending with the date of the balance sheet, either the names of the persons who valued such fixed assets or the particulars of their qualifications for doing so and (in either case) the bases of valuation used by them;

(*k*) of the amount of fixed assets consisting of land how much is ascribable to land of freehold tenure and how much to land of leasehold tenure and, of the latter, how much is held on long lease and how much on short lease;

(*l*) if there are included as fixed assets any assets that have been acquired during the financial year ending with the date of the balance sheet, the aggregate amount of the assets acquired as determined for the purpose of making up the balance sheet, and if during that year any fixed assets included in the balance sheet made up with respect to the immediately preceding financial year have been disposed of, the aggregate amount thereof as determined for the purpose of making up that balance sheet;

(*m*) the corresponding amounts at the end of the immediately preceding year for all items shown in the balance sheet.

(2) In this regulation—

"quoted investment" means an investment the price of which is quoted on a recognised stock exchange within the meaning of the Prevention of Fraud (Investments) Act 1958**(a)**, or bonds issued by a local authority in whole or in part to a bank, discount house, issuing house or broker in the City of London and "unquoted investment" shall be construed accordingly;

"long lease" means a lease in the case of which the portion of the term for which it was granted remaining unexpired at the end of the financial year is not less than 50 years;

"short lease" means a lease which is not a long lease;

"lease" includes any agreement for a lease.

(3) In the application of this regulation to Scotland—

"land of freehold tenure" means land in respect of which the building society is the proprietor of the dominium utile or, in the case of land not held on feudal tenure, is the owner;

"land of leasehold tenure" means land of which the building society is the tenant under the lease.

Annual Return

11. The annual return of a building society as respects a financial year of the society ending on or after 31st December 1976 shall contain the information and be in the form set out in Schedule 2 to these Regulations.

12. The auditors of a building society shall not be required to deal in their report on the annual return with the particulars contained in Part 1, sections C and E of Part 4, sections A and B of Part 5, Part 7, item 2 of section A of Part 8 and items 1 and 3 of section D of Part 9 of the return.

Revocation

13. The Building Societies (Accounts and Annual Return) Regulations 1972**(b)** are hereby revoked, but not so as to affect their operation in relation to—

(*a*) the annual return of a building society as respects a financial year ending before 31st December 1976; and

(*b*) the revenue and appropriation account and the balance sheet of a building society as respects a financial year ending before 31st December 1977.

K. Brading,
Chief Registrar of Friendly Societies.

Dated 15th November 1976.

We consent to these Regulations,

David Stoddart,
T. E. Graham,
Two of the Lords Commissioners of Her Majesty's Treasury.

Dated 15th November 1976.

(a) 1958 c. 45.

(b) S.I. 1972/70 (1972 I, p. 170).

SCHEDULE 1 Regulation 2

REVENUE AND APPROPRIATION ACCOUNT

	£	£
INCOME		
Interest on mortgages		
Interest on investments and bank deposits		
Other income		
.....		
.....		
EXPENDITURE		
Interest on shares, deposits and loans		
Income tax on interest		
Management expenses		
Depreciation of fixed assets		
Mortgage losses		
Other expenditure		
.....		
.....		
EXCESS OF INCOME OVER EXPENDITURE deduct CORPORATION TAX		
SURPLUS		
Add:		
... ...		
Deduct:		
... ...		
NET SURPLUS TRANSFERRED TO GENERAL RESERVE		
GENERAL RESERVE AT BEGINNING OF YEAR		
GENERAL RESERVE AT END OF YEAR AS SHOWN IN THE BALANCE SHEET		

BALANCE SHEET

INVESTORS' BALANCES, LIABILITIES AND RESERVES

	£
Shares	
Deposits and loans (not from bank)	
Bank loans and overdrafts	
Taxation and other liabilities	
Deferred taxation	
Special reserves	
General reserve	

ASSETS

Mortgages	
Investments and cash	
Fixed assets	
Other assets	

SCHEDULE 2 Regulation 11

To be submitted in duplicate *A.R.* 11

BUILDING SOCIETIES ACT 1962

Annual Return for Financial Year Ended.....

Name of Society.....Building Society Register Number .....

Registered Chief Office.....

PART I

Date on which Annual General Meeting *was/will be held.....
(*Delete as appropriate)

The following details in this Part should be given as at the end of the financial year

Number of Investing Shareholders ... ...
Number of Borrowers ... ...
Number of Creditors for Deposits and Loans .....

Names and Addresses of Directors, etc.,

Name	Address	Year of birth
Manager		
Secretary		

Number of Staff employed by the Society:

	Full Time	Part Time
Chief and Administrative Offices		
Branch Offices		
Total ...		

Number of Branch Offices staffed full time by employees of the Society ... ...

PART 2

SECTION A Analysis of Income

	£	£
Interest on Mortgages:		
Interest charged to borrowers on mortgages		
Recoverable from H.M. Government under option mortgage scheme		
Interest on investments and bank deposits:		
Interest on quoted investments (gross)		
Interest on unquoted investments (gross)		
Interest on Sterling Certificates of Deposit...		
Interest on bank deposits		
Other Income:		
Rents from letting office premises		
Entrance fees and other amounts paid by borrowers as consideration for advances		
Commission (Insurance, etc.)		
Other fees and fines		
_____		
_____		
Total Normal Income		
Exceptional or non recurrent income:		
_____		
_____		
_____		
Total		

PART 2—*continued*

SECTION B Analysis of Expenditure

	£	£
Interest on shares, deposits and loans and income tax on interest:		
Interest for year ended.....		
Shares		
Deposits and loans (not from Bank)...		
Bank loans (including overdrafts)		
H.M. Government Advances		
Provision for bonus under Contractual Savings Scheme ...		
Total ...		
Income tax on (i) shares and (ii) deposits and loans (not from Bank)		
Management expenses:		
Directors' emoluments (for analysis see Part 10) ...		
Remuneration and expenses of staff		
Remuneration of auditors...		
Office accommodation and office expenses		
Advertising		
Commission and agency fees		
Other management expenses:		
Depreciation of fixed assets:		
Office premises		
Mortgage losses		
Other expenditure:		
Total		
Corporation Tax		
Total Normal Expenditure		
Exceptional or non recurrent expenditure:		
Total		
Total Income less Total Expenditure transferred to General Reserve		

PART 3

SECTION A Investors' Balances, Liabilities and Reserves

	£	£
Shares (for analysis see Part 4)		
Deposits and Loans (not from Bank) (for analysis see Part 4)		
Loans (including overdrafts) from Bank		
Taxation and other liabilities:		
Liabilities falling due within the six months immediately following the end of the financial year:		
Taxation: Corporation tax for period ended_____ payable_____		
Income tax for_____		
Other: _____		
_____		
Total within 6 months		
Other Liabilities:		
Taxation: Corporation tax for period ended_____ payable_____		
Income tax for_____		
Other: _____		
_____		
Deferred Taxation		
Special Reserves:_____Reserve		
_____Reserve		
General Reserve		
Total		

SECTION B Assets

Mortgage Assets:				
Balance due or outstanding on_____mortgages (for analysis see Part 5B)				
Less provision for anticipated losses on mortgages ...				
Investments and Cash (for analysis see Part 9)				
Fixed Assets				
	Chief and Admin. Offices	Branch Offices	Total	
Office Premises:				
Freehold				
Leasehold (50 or more years unexpired)				
Leasehold (less than 50 years unexpired)				
			Total	
Office Equipment				
Other fixed assets:				
_____				
_____				
Other Assets:				
_____				
_____				
Total				

PART 4

SHARES AND DEPOSITS

SECTION A Shares at end of Year

Classes of Shares and Criteria by which they are distinguished	Interest Rates in force at end of year %	Amount £
Total Shares		
Interest not credited to Share Capital		
Provision for Bonus under Contractual Savings Scheme		
Due to Shareholders at end of Year		

SECTION B Deposits and Loans (other than from Bank) at end of Year

Classified according to notice required for re-payment:	Interest Rates in force at end of Year %	Amount £
Advances from H.M. Government under House Purchase and Housing Act 1959		
Interest not credited to Deposit and Loan Accounts		
Deposits and Loans at end of Year		

PART 4—*continued*

SECTION C Share and Deposit and Loan Accounts analysed by Account Balances at end of Year (excluding Loans from Bank and H.M. Government)

Account Balances:	Number of Accounts	
	Shares	Deposits
Up to £5,000		
over £5,000 up to £10,000		
over £10,000 up to £20,000		
over £20,000		
Total		

SECTION D Share and Deposit Holdings by Insurance Companies related to linked life insurance schemes

	Number of Holdings	Amount £
Shares		
Deposits and Loans		

SECTION E Changes of Interest Rates for Shares, Deposits and Loans (other than from Bank and H.M. Government)

Details of Changes made during the year in normal interest rates:

PART 5

MORTGAGES

SECTION A Interest Rates at end of Year (excluding special arrangements with staff)

1. Criteria by which interest rates for repayment mortgages are determined (other than by reference to size of advance):	Interest Rates in force at end of Year %

2. If interest rates stated above are varied according to the size of the advance state the basis on which alternative rates are determined:

3. If interest rates stated above are varied for mortgages other than repayment mortgages (e.g. endowment mortgages) state the variation(s):

4. Changes of interest rates for mortgages

   Details of changes made during the year in normal interest rates:

5. Particulars of any charges made to borrowers as consideration for advances in addition to normal interest charges:

PART 5—*continued*

SECTION B Amount outstanding at end of year classified according to interest rates charged at end of year	Interest Rates %	Amount £
Where the exact amounts attributable to the interest rate categories are not readily available estimated figures may be given.		
Interest rate categories which individually represent less than 5 per cent of the total amount outstanding on mortgages may be aggregated provided that the aggregate does not exceed 10 per cent of the total amount outstanding.		

SECTION C The amount outstanding at end of year included amounts due:

	Amount Outstanding £	
From persons other than bodies corporate indebted in a total amount exceeding £20,000 ...		
From bodies corporate (other than housing associations where section 8 of the Housing Act 1964 applies to the advance)		Proportion of Total Amount outstanding on Mortgages
Total		%
From housing associations where Section 8 of the Housing Act 1964 applies to the advance ...		

	Number of Mortgages	
On Mortgages on property of which the society has been more than 12 months in possession		
On Mortgages on property of which the society is not in possession, or has been in possession for not more than 12 months, where the payments are more than 12 months in arrear		
On Mortgages on property for which Receivers or Managers have acted for more than 12 months		

PART 6

Summary of Share, Deposit and Loan, Mortgage and Investment transactions during the financial year

Balances at beginning of year	£	Additions during year (state total amounts added and not excess of additions over deductions)	£	Deductions during year (state total amounts deducted and not excess of deductions over additions)	£	Balances at end of year	£
Due to Shareholders		Subscriptions received ... ... Interest ... ... Other Credits:— Total ...		Shares Withdrawn ... ... Interest paid out ... ... Total ... ... Other Debits:— Total ...		Due to Shareholders	
Advances from H.M. Gov't (House Purchase and Housing Act 1959)		Interest		Repayments (including interest)		Advances from H.M. Gov't ...	
Due to Depositors and Loan-holders (other than Banks) ...		Deposits and Loans received ... Interest ... ... Other Credits:— Total ...		Deposits and Loans withdrawn Interest paid out ... ... Total ... ... Other Debits:— Total ...		Due to Depositors and Loan-holders (other than Banks)	
Due on Mortgages		Advances made ... ... (for analysis see Part 7) Interest charged to Borrowers ... Insurance premiums ... ... Other Debits:— Total ...		Repayments (including interest and insurance premiums) ... Losses on Mortgages ... ... Other Credits:— Total ...		Due on Mortgages	
Investments ... ... (excluding interest accrued)		Investments made (for analysis see Part 9B & C) ... ... Profits on realisation ... ... Other Debits:— Total ...		Investments realised (for analysis see Part 9B & C) ... Losses on realisation ... ... Depreciation ... ... Other Credits:— Total ...		Investments ... ... (excluding interest accrued)	

PART 7

Analysis of amounts advanced on mortgage during the financial year

SECTION A

		Advances other than to Housing Associations to which Section 8 of the Housing Act 1964 applies						Advances to Housing Associations to which Section 8 of the Housing Act 1964 applies	Total
		Type of property on which advance is secured and, to the best of the Society's knowledge and belief, its intended use							
		Dwellings (including sites for such dwellings and buildings under construction)				Business and Other Properties			
	Number of Mortgages	Wholly to be occupied by borrower	Partly to be occupied by borrower	Wholly to be let by borrower	Under construction and to be put up for sale by borrower	Including some dwelling accommodation to be occupied by borrower	Other		
	1	2	3	4	5	6	7	8	9
		£	£	£	£	£	£	£	£
*NEW MORTGAGES Advance agreed to: up to £5,000									
‡Over £5,000 up to £10,000 ...									
‡Over £10,000 up to £15,000 ...									
‡Over £15,000 up to £20,000 ...									
Over £20,000									
Total ...									
INSTALMENT MORTGAGES where the first advance was made before commencement of the financial year									
†EXISTING MORTGAGES other than instalment mortgages ...									
TOTAL—ALL MORTGAGES									
Advances on New Properties ... ... (Included in "Total—All Mortgages" above)									

SECTION B The amount advanced on mortgage during the year included:

	Number of Mortgages	Amount £
1. Advances on mortgages with an initial term of 26 years or more		
2. Advances on mortgages to which the Option Mortgage Scheme was applied		
3. Advances on mortgages guaranteed under Section 30 of the Housing Subsidies Act 1967 (included in 2 above)		

*Excluding Further advances in respect of property
†Including already mortgaged to the Society

‡ If the annual return is made up to a date earlier than the 31st December 1977, for that part of the scale relating to advances over £5,000 up to £20,000 there may be substituted the scale "over £5,000 up to £13,000; over £13,000 up to £20,000".

PART 8

SECTION A Special Advances

1. Special Advances made during the financial year:	Number of Advances	Amount £
(i) to persons other than bodies corporate*		
(ii) to bodies corporate*		
(iii) Transfers of mortgages where no new advance is made but which rank as special advances by virtue of Section 21(7) of the Building Societies Act 1962		
*excluding transfers of mortgages to be included in item (iii) — Total Special Advances		

2. Particulars of Special Advances made during the year to bodies corporate (excluding special advances by virtue of Section 21(7) of the Building Societies Act 1962)

Register No. of Company	Type of Property	Valuation of Property £	Amount of Advance £	Observations
	Total			

SECTION B Advances to Directors or Officers or to Companies in which they are interested.

Particulars of: 1. Advances made during the financial year covered by the annual return to

(i) a company or other body corporate in which, when the advance was made, or at any later time in that financial year, a director or the manager or secretary of the society held, either directly or through a nominee, shares the nominal value of which exceeded two and a half per cent. of the total paid-up share capital of the company or other body corporate, or

(ii) a company or other body corporate of which, when the advance was made, or at any later time in that financial year, a director or the manager or secretary of the building society was a director, general manager, secretary or other similar officer, distinguishing between (*a*) new advances and (b) transfers with the consent of the society of properties subject to mortgages in favour of the society.

2. Advances made during the financial year covered by the annual return to any director or the manager or secretary of the society or to any person who, after the making of the advance, became a director or manager or the secretary of the society in that year, distinguishing between (*a*) new advances and (b) transfers with the consent of the society of properties subject to mortgages in favour of the society.

	Register No. of Company	Type of Property	Valuation of Property £	Amount of Advance £	Whether new advance or transfer and any further observations	Particulars of each Officer's Shareholdings which exceed 2½% of Total Paid-up Share Capital	
						Officer's Shareholdings in Company or other body corporate	Percentage of Officer's Shareholdings to Total Paid-up Share Capital
1. (Companies etc.)							
		Total					
2. (Directors etc.)	Roll No.						
		Total					

PART 9

SECTION A Summary of Investments and Cash at end of year:	£
Investments: Quoted	
Unquoted	
Interest Accrued	
Sterling Certificates of Deposit	
Cash on deposit or loan with Banks	
Cash on current account and in hand	
Total Investments and Cash ...	

SECTION B Analysis of Transactions and Holdings of Quoted Investments

	MADE during year	REALISED during year	HELD at end of year		
	Purchase Price	Proceeds of Realisation	Book Amount	Market Value†	Nominal Value
1. *Latest date of redemption IN NOT MORE THAN 5 YEARS British Gov't and British Gov't Guaranteed Securities	£	£	£	£	£
Local Authority Negotiable Bonds					
Other Local Authority Securities					
Other Quoted Securities					
Total					
2. *Latest date of redemption AFTER 5 YEARS but WITHIN 15 YEARS British Gov't and British Gov't Guaranteed Securities					
Other Local Authority Securities					
Other Quoted Securities					
Total					
3. *Latest date of redemption AFTER 15 YEARS but WITHIN 25 YEARS British Gov't and British Gov't Guaranteed securities					
Other Local Authority Securities					
Other Quoted Securities					
Total					
4. *Latest date of redemption AFTER 25 YEARS, (including undated) British Gov't and British Gov't Guaranteed Securities	X				
Other Local Authority Securities	X				
Other Quoted Securities	X				
Total	X				
5. TOTAL QUOTED (Totals of 1-4 above) British Gov't and British Gov't Guaranteed Securities					
Local Authority Negotiable Bonds					
Other Local Authority Securities					
Other Quoted Securities					
Total					

*The period to latest date of redemption is to be counted as follows:
Investments made: from date of purchase
Investments realised: from date of realisation
Investments held at end of year: from end of financial year

†at mid-market prices adjusted for net accrued interest where appropriate.

PART 9—*continued*

SECTION C Analysis of Transactions and Holdings of Unquoted Investments

	MADE during year — Purchase Price	REALISED during year — Proceeds of Realisation	HELD at end of year
	£	£	£
1. *Repayable in NOT MORE THAN 6 MONTHS Local and other relevant authorities:			
*† (i) Temporary loans at not more than 7 days' notice Period after which notice is permissible: (*a*) Not exceeding 3 months			
(*b*) Exceeding 3 months but not 6 months			
(ii) Bonds and other loans			ϕ
(iii) Local Authority Bills			
Treasury Bills			
Other Unquoted Securities			
Total			
2. *Repayable AFTER 6 MONTHS but WITHIN 2 YEARS Local and other relevant authorities:			
*†(i) Temporary loans at not more than 7 days' notice Period after which notice is permissible exceeding 6 months but not one year			
(ii) Bonds and other loans			
Other Unquoted Securities			
Total			
3. *Repayable AFTER 2 YEARS but WITHIN 5 YEARS Local and other relevant authorities: Bonds and other loans			
Other Unquoted Securities			
Total			
	(Totals of 1-3 above)		(Totals of 1-3 above)
4. *TOTAL UNQUOTED			
Local and other relevant authorities:			
*† (i) Temporary loans at not more than 7 days' notice Period after which notice is permissible: (*a*) Not exceeding 3 months		‡	
(*b*) Exceeding 3 months but not 6 months			
(*c*) Exceeding 6 months but not one year			
(ii) Bonds and other loans			
(iii) Local Authority Bills			
Treasury Bills		§	
Other Unquoted Securities			
Total			

Unquoted investments held at end of Year repayable with or without notice:	£
In not more than 7 days	
In more than 7 days but not more than one month	
In more than one but not more than six months	
Total	

Notes:

*The periods to date repayable or, in respect of temporary loans, the periods after which notice is permissible are to be counted as follows:
Investments made: from date of purchase
Investments held at end of year: from end of financial year

†Where there is a change in the interest rate of an investment within this category and the other conditions remain the same the transaction need not be shown in the 'Made' and 'Realised' columns.

‡Realisations of temporary loans are not required to be classified according to notice

§Excluding discount earned.

ϕIncludes £..... where repayment in not more than 6 months is dependent upon the exercise of a stress clause

Loans to a local or other authority realised by the exercise of a "stress clause" (ie on the society's demand for payment before maturity due to exceptional circumstances)

Name of Authority	Amount Repaid
	£
Total	

PART 9—*continued*

SECTION D Particulars of Transactions etc. with Banks

1. Names of Banks in which Society's funds were held on current account and on deposit during year

_____

_____

_____

_____

_____

_____

_____

_____

2. Particulars of Sterling Certificates of Deposit and other monies on deposit or loan with Banks at end of year.

	£
Sterling Certificates of Deposit	
Period from end of financial year to maturity:	
Not more than 3 months	
More than 3 but not more than 6 months	
More than 6 months	
Other Deposits or Loans with Banks	
Available with or without notice:	
In not more than 7 days	
In more than 7 days but not more than one month	
In more than one but not more than 6 months	
In more than 6 months	

3. Particulars of Loans (including overdrafts) from Banks

Maximum indebtedness in respect of loans (including overdrafts) from banks at any time during financial year	£.....
Total number of days during financial year when the society was indebted in respect of loans (including overdrafts) from banks	.....days

PART 10

DIRECTORS' AND EMPLOYEES' EMOLUMENTS ETC

SECTION A Directors' Emoluments, Pensions and Compensation

	For Services as Director	For Other Services	Total
1. Directors' Emoluments (including pension scheme contributions) (as stated in Part 2B)	£	£	£
2. Directors' or past Directors' pensions			
3. Compensation to Directors or past Directors in respect of loss of office			

SECTION B Further Particulars of Directors' Emoluments

Section B is not required to be completed if the Directors' Emoluments entered against item 1 of Section A do not exceed £15,000.

1. Number of Directors whose several emoluments (excluding pension scheme contributions) fall within each step of the stated scale

*Insert appropriate steps as necessary

Scale of successive integral multiples of £2,500*	Number of Directors
£ 0—2,500 2,501—5,000	

2. Emoluments (excluding pension scheme contributions) of the Chairman, or, if more than one person has been Chairman during the financial year, the several emoluments of each such person so far as attributable to the period during which he was Chairman

£
Total

3. Emoluments (excluding pension scheme contributions) of the Director (if any) whose emoluments exceed the total amount entered in item 2 of this Section or, if the emoluments of each of two or more of the directors exceed the said amount, the emoluments of him (or them, in the case of equality) who had the greater, or, as the case may be, the greatest.

£

PART 10—*continued*

4. Directors' emoluments (including pension scheme contributions) the rights to receive which have been waived and which, but for the waiver, would have fallen to be included in the amount entered against item 1 of Section A

No. of Directors	Aggregate amount of waived emoluments
	£

SECTION C Employees' Emoluments (excluding pension scheme contributions)

Number of persons employed by the society (other than Directors of the society) whose several emoluments exceed £10,000 and fall within each step of the stated scale

*Insert appropriate steps as necessary

Scale of successive integral multiples of £2,500*	Number of Employees
£	
10,000—12,500	
12,501—15,000	

Signature of Director.....

Signature of Director.....

Signature of Manager or Secretary.....

EXPLANATORY NOTE

(This Note is not part of the Regulations.)

These Regulations prescribe the form of, and the particulars to be contained in, the revenue and appropriation account and the balance sheet of a building society. They also prescribe the form of, and the particulars to be contained in, the annual return which a building society is required to make to the Chief Registrar.

The Regulations supersede the Building Societies (Accounts and Annual Return) Regulations 1972 and apply to the annual return for any financial year of a building society ending on or after 31st December 1976, and to the accounts for any financial year of a building society ending on or after 31st December 1977. The main changes are to require societies to make detailed disclosure of directors' emoluments and emoluments over £10,000 of other persons employed by societies, and to give certain particulars about amounts to be included in respect of tax. The form of annual return has been revised.

SI 1976/1935
ISBN 0-11-061935-8

