Company Registration No. 4198889 (England and Wales)

HUMAN RIGHTS & EQUALITIES CHARNWOOD TRUSTEES' REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2009

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees A Williams

D Beale R Jalota P Lewis T Shaw J Miah V Watts A Payne U Solanki

L Shaw (Appointed 18 June 2008) L Bowell (Appointed 18 June 2008)

Secretary A Bava

Charity number 1088411

Company number 4198889

Principal address 66 Nottingham Road

Loughborough Leicestershire LE11 1EU

Registered office 66 Nottingham Road

Loughborough Leicestershire LE11 1EU

Auditors Marsh & Moss Limited

The Gables

Bishop Meadow Road

Loughborough Leicestershire LE11 5RQ

Bankers Lloyds TSB Bank Plc

High Street Loughborough Leicestershire LE11 2QG

CONTENTS

	Page
Trustees' report	1 - 3
Statement of trustees' responsibilities	4
Independent auditors' report	5 - 6
Statement of financial activities	7
Balance sheet	8
Notes to the accounts	9 - 16

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2009

The trustees present their report and accounts for the year ended 31 March 2009.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's governing document, the Companies Act 1985 and the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005.

Structure, governance and management

The charity is a company limited by guarantee. The charity's objects are to work towards eliminating discrimination and to promote equality of opportunity and good relations between all persons in the Borough of Charnwood, in the County of Leicestershire. The charity is governed by its Memorandum and Articles of Association dated 19 August 2008.

The trustees, who are also the directors for the purpose of company law, who served during the year were:

A Williams

D Beale

R Jalota

P Lewis

T Shaw

J Miah V Watts

A Payne

U Solanki

U Solalir

L Shaw L Bowell Appointed 18 June 2008 Appointed 18 June 2008

New trustees are introduced to the workings of the charity. During the past year all the trustees were able to attend a day's dedicated training on the production of an improved business plan. Trustees are encouraged to identify training needs and attend appropriate external courses.

The board of trustees, which has up to 16 members, administers the charity and meets monthly. There are sub-committees responsible for membership, personnel, finance and property, marketing and publicity, and youth.

Partnership is key to the Council's method of working. Financial support is given by Leicestershire County Council, Charnwood Borough Council, and the British Council to carry out work programmes for them.

The Council also works in partnership with statutory bodies, the Bangladeshi Ekota Project, Loughborough Council of Faiths, Charnwood Refugee and Asylum Seekers Forum, Leicestershire Learning Disability Partnership, Chamber of Commerce, Racial Harassment Contact Group, East Midlands Racial Equality Consortium and the Minorities of Europe.

The charity also has 2 co-option members during the year, these are as follows:

J Capleton

A Measuria

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

A key element in the management of financial risk is the setting of a reserves policy and its regular review by trustees. Trustees have resolved to ensure that the Council is able to continue to provide all services for a period of at least two months in the event of a significant proportion of our income not being realised and also, in the event of having to come to a close, sufficient funds to meet all its obligations.

In order to meet these obligations, the trustees have set a minimum level of £40,000 for the Council's free reserves.

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2009

Objectives and activities

To work towards eliminating discrimination and to promote equality of opportunity and good relations between all persons in the Borough of Charnwood, in the County of Leicestershire.

Achievements and performance

Ensuring our work delivers our aims

In September 2008 the directors changed the Council's name to Human Rights and Equalities Charnwood. This was to reflect its desire to expand our public benefit working across all equality groups. In March 2009 the trustees provided resources to develop this initiative. In doing this we have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aim and objectives and in planning our future activities.

The Council provides the following services:

Welfare Benefits & Immigration/Nationality Work

We advise and take up individual casework and liase with the Home Office and other agencies. Assistance is given in completing necessary forms on various issues, for example housing, education, welfare benefits, immigration and nationality on behalf of service users.

The Learning Disability Project

This is a full time link worker for black and minority ethnic people with learning disability to help choose the right health and social care services.

Youth Task Group

The group works in partnership with Minorities of Europe to organise conferences around "Mainstreaming Intercultural Learning in Youth Work". This brings together 25 young people from across Europe to Charnwood and is funded by the British Council.

There is a website for HR&EC which has been highly commended. It includes material from our trustees and links to other relevant sites. www.humanrightsandequalitiescharnwood.org

Financial review

The charity has total unrestricted funds carried forward of £69,406 (2008: £77,576 as restated) a decrease of £8,170.

Disclosure of information to auditors

Each of the trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditors are aware of such information.

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2009

Auditors

In accordance with section 385 of the Companies Act 1985, a resolution proposing that Marsh & Moss Limited be reappointed as auditors of the company will be put to the Annual General Meeting.

On behalf of the board of trustees

T Shaw
Trustee
Dated:

STATEMENT OF TRUSTEES' RESPONSIBILITIES

Company law requires the trustees to prepare accounts for each financial year which give a true and fair view of the charitable company's state of affairs at the end of the year and of its income and expenditure for that period.

In preparing those accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the accounts comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

INDEPENDENT AUDITORS' REPORT

TO THE TRUSTEES OF HUMAN RIGHTS & EQUALITIES CHARNWOOD

We have audited the accounts of Human Rights & Equalities Charnwood for the year ended 31 March 2009 set out on pages 7 to 16. These accounts have been prepared under the historical cost convention and the accounting policies set out therein and the requirements of the Financial Reporting Standard for Smaller Entities (effective January 2007).

This report is made solely to the company's members, as a body, in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditors

As described on page 4, the trustees, who are also the directors of Human Rights & Equalities Charnwood for the purposes of company law, are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The trustees have elected for the accounts not to be audited in accordance with the Companies Act 1985. Accordingly we have been appointed as auditors under section 43 of the Charities Act 1993 and report in accordance with regulations made under section 44 of that Act.

Our responsibility is to audit the accounts in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the accounts give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you if, in our opinion, the information given in the Trustees' Report is not consistent with those accounts, if the charity has not kept proper accounting records, if the charity's accounts are not in agreement with these accounting records or if we have not received all the information and explanations we require for our audit.

We read the Trustees' Report and consider the implications for our report if we become aware of any apparent misstatements within it.

Basis of opinion

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the accounts. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the accounts, and of whether the accounting policies are appropriate to the charity's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the accounts are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the accounts.

INDEPENDENT AUDITORS' REPORT (CONTINUED) TO THE TRUSTEES OF HUMAN RIGHTS & EQUALITIES CHARNWOOD

Opinion

In our opinion:-

- give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice, of the state of affairs of the charity as at 31 March 2009, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended; and
- have been properly prepared in accordance with the Companies Act 1985.

Marsh & Moss Limited

Accountants and Registered Auditor The Gables Bishop Meadow Road Loughborough

Leicestershire LE11 5RQ

Dated:

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2009

		Unrestricted	Restricted	Total	Total
		funds	funds	2009	2008 As restated
	Notes	£	£	£	£
Incoming resources from generated funds					
Donations and legacies	2	1,342	-	1,342	40
Investment income	3	616		616	872
		1,958	-	1,958	912
Grants receivable	4	66,157	47,243	113,400	175,432
Other income	5	18,596		18,596	6,133
Total incoming resources		86,711	47,243	133,954	182,477
Resources expended	6				
Charitable activities					
Employment Rights project		-	8,601	8,601	44,982
Learning Disability Partnership		-	29,183	29,183	-
Promotion of equality and opportunity		84,246	7,300	91,546	124,161
Youth Task Group			22,462	22,462	16,529
Total charitable expenditure		84,246	67,546	151,792	185,672
Governance costs		2,034	873	2,907	2,843
Total resources expended		86,280	68,419	154,699	188,515
Net incoming/(outgoing) resources before					
transfers		431	(21,176)	(20,745)	(6,038)
Gross transfers between funds	9	(8,601)	8,601		
Net expenditure for the year/ Net movement in funds		(8,170)	(12,575)	(20,745)	(6,038)
Fund balances at 1 April 2008		77,576	13,049	90,625	96,663
Fund balances at 31 March 2009		69,406	474	69,880	90,625

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 1985.

BALANCE SHEET AS AT 31 MARCH 2009

		200	09	20 As	08 restated
	Notes	£	£	£	£
Fixed assets					
Tangible assets			67,487		68,196
Current assets					
Debtors		27,366		4,250	
Cash at bank and in hand		30,147		60,950	
		57,513		65,200	
Creditors: amounts falling due within one year		(22,893)		(8,916)	
Net current assets			34,620		56,284
Total assets less current liabilities			102,107		124,480
Creditors: amounts falling due after	12				
more than one year			(32,227)		(33,855)
Net assets			69,880		90,625
Income funds					
Restricted funds:					
Learning Disability Partnership		(715)		8,049	
Youth Task Group		(76)		3,734	
Other restricted funds		1,265		1,266	
			474		13,049
Unrestricted funds			69,406		77,576
			69,880		90,625

These financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective January 2007).

Endico (chodive dandary 2007).
The accounts were approved by the Board on
T W Shaw
Trustee

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2009

1 Accounting policies

1.1 Basis of preparation

The accounts are prepared under the historical cost convention and on a going concern basis.

The accounts have been prepared in accordance with applicable accounting standards, the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005 and the Companies Act 1985.

1.2 Incoming resources

All incoming resources are included in the SOFA when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Grants receivable are credited to the SOFA in the year to which they relate.

To ensure compliance with the accruals concept it may be necessary to defer income into the following period.

1.3 Resources expended

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with use of the resources.

1.4 Tangible fixed assets and depreciation

Tangible fixed assets costing more than £500 are capitalised and included at cost including any incidental expenses on acquisition.

Depreciation is provided using the following rates and bases to reduce by annual instalments the cost, less estimated residual value, of the tangible assets over their estimated useful lives:-

Fixtures and fittings 15% Reducing balance
Office Equipment 25% Reducing balance

No depreciation is provided on the charity's property as it is the organisation's policy to maintain this so as to extend it's useful life.

1.5 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in futherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income and gains are allocated to the specific fund.

An adjustment has been made to expenditure allocated to the BCU fund for the previous year to more accurately reflect use of the resources.

This adjustment has altered the balance on this fund by £4,691 but has no effect on the overall level of reserves of the charity carried forward to the current year.

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2009

1	Accounting Policies			(continued)
1.6	Value Added Tax The Charity is not required to register for VAT. All	income and ex	penses include	· VAT where a	oplicable.
2	Donations and legacies				
				2009 £	2008 £
	Donations and gifts			1,342	
3	Investment income				
				2009 £	2008 £
	Interest receivable			616	872
4	Grants receivable				
		Unrestricted funds	Restricted funds	Total 2009 £	Total 2008 £
	Leicestershire County Council Charnwood Borough Council National Lottery Fund Commission for Racial Equality Learning Disabilities Partnership Youth Task Group The Helen Jean Cope Trust	43,492 22,665 - - - -	- - - 21,000 18,943 7,300	43,492 22,665 - 21,000 18,943 7,300	39,049 18,327 34,120 33,000 30,673 20,263
		66,157	47,243	113,400	175,432
	Deferred grant income LloydsTSB Grant			14,600	
5	Other income			2009 £	2008 £
	Other income			18,596	6,133

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2009

6	Total resources expended					
		Staff	Depreciation	Other	Total	Total
		costs	_	costs	2009	2008
		£	£	£	£	£
	Charitable activities					
	Employment Rights project					
	Activities undertaken directly	-	179	8,422	8,601	44,982
	Learning Disability Partnership					
	Activities undertaken directly	26,505	-	2,678	29,183	-
	Promotion of equality and opportunity					
	Activities undertaken directly	68,607	530	22,409	91,546	124,161
	Youth Task Group					
	Activities undertaken directly	5,271	-	17,191	22,462	16,529
		100,383	709	50,700	151,792	185,672
	Governance costs	-	-	2,907	2,907	2,843
		100,383	709	53,607	154,699	188,515

Governance costs includes payments to the auditors of £2,907 (2008- £2,843) for audit fees.

Included in other costs is mortgage interest of £2,259 (2008 - £2,711).

7 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2009

8 Employees

Number of employees

The average monthly number of employees during the year was:

The average monthly number of employees during the year was:	2009	2008
	Number	Number
Charitable activities	5	7
Management and administration	1	1
	6	8
Employment costs	2009	2008
	£	£
Wages and salaries	92,959	127,226
Social security costs	7,424	11,795
	100,383	139,021

There were no employees whose annual emoluments were £60,000 or more.

9 Transfers

During the year the Big Lottery Fund clawed back £10,929 in relation to grants given towards the Employment Rights project. This left the fund with a negative balance of £8,601. A transfer was made from the General fund to cover this amount.

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2009

	Land and buildings	Office equipment	Fixtures and fittings	Total
	£	£	£	£
Cost				
At 1 April 2008 and at 31 March 2009	65,000	14,581	3,096	82,677
Depreciation				
At 1 April 2008	-	12,286	2,195	14,481
Charge for the year		574	135	709
At 31 March 2009		12,860	2,330	15,190
Net book value				
At 31 March 2009	65,000	1,721	766	67,487
At 31 March 2008	65,000	<u>2,295</u>	901	68,196
Not hook value at 21 March 2000 represents fives	l assets used for	r:		
Net book value at 31 March 2009 represents fixed				
Direct charitable purposes:				
·	65,000		32	65,032
Direct charitable purposes:	65,000		32	65,032
Direct charitable purposes:				
Direct charitable purposes: Unrestricted		1,721		

Although there may be a considerable difference between the carrying value and market value of the land and buildings the trustees do not consider it to be a practicable exercise to have the property revalued.

11	Debtors	2009 £	2008 £
	Other debtors Prepayments and accrued income	26,297 1,069	- 4,250
		27,366	4,250

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2009

12	Creditors: amounts falling due within one year	2009	2008
		£	£
	Other loans	1,844	1,617
	Other creditors	1,911	3,992
	Accruals	19,138	3,307
		22,893	8,916
13	Creditors: amounts falling due after more than one year	2009	2008
	orounders, amounte faming due arter more than one year	£	£
	Other loans	32,018	33,855
	Accruals	209	
		32,227 ======	33,855
	Analysis of loans		
	Not wholly repayable within five years by instalments:		
	Due within five years	10,247	9,313
	Due after more than five years	23,615	26,159
		33,862	35,472
	Included in current liabilities	(1,844)	(1,617)
		32,018	33,855
	Loan maturity analysis		
	In more than five years	23,615	26,159
		23,615	26,159

The mortgage loan is secured on the freehold property.

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2009

14 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds				
	Balance at 1 April 2008 as restated	Income Expenditure		Transfer I from unrestricted fund	Balance at 31 March 2009
	£	£	£	£	£
BCU Funding	691	-	-	-	691
Employment Rights project	-	-	(8,601)	8,601	-
Learning Disability Partnership	8,049	21,000	(29,765)	-	(716)
Awards for All	255	-	· -	-	255
Leicestershire Council for Voluntary Youth Service	320	-	-	-	320
Youth Task Group	3,734	18,943	(22,753)	-	(76)
The Helen Jean Cope Trust		7,300	(7,300)		
	13,049	47,243	(68,419)	8,601	474

BCU Funding is provided by the Leicestershire Constabulary to assist in the prevention of anti-social behavour and crime.

The Employment Rights project was a three year project funded by the National Lottery Community Fund to provide seemless service on employment rights issues and casework in the Borough of Charnwood. It started in April 2003 and closed in November 2007.

The Learning Disability Partnership is funding given to employ and provide line management support to 1 full time equivalent Link Worker to support families from Black and Minority Ethnic Communities to access learning disability services.

Awards for All is funding given for the design and initial set up of data base and maintenance for system support for caseworkers.

Leicestershire Council for Voluntary Youth Service is for repairs to the Council's property.

The Youth Task Group works in partnership with Minorities of Europe to organise conferences around "Mainstreaming Intercultural Learning in Youth Work". This brings together 25 young people from across Europe to Charnwood and is funded by the British Council.

The Helen Jean Cope Trust was a one off grant given to the Council in order to purchase an all terrain mobility scooter to be used in Jubilee Woods.

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2009

5 Analysis of net assets between funds			
	Unrestricted	Restricted	Total
	£	£	£
Fund balances at 31 March 2009 are represented by:			
Tangible fixed assets	66,951	536	67,487
Current assets	37,972	19,541	57,513
Creditors: amounts falling due within one year	(3,290)	(19,603)	(22,893)
Creditors: amounts falling due after more than one year	(32,227)		(32,227)
	69,406	474	69,880

SUMMARY INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2009

GENERAL FUND	2009 £	2008 £
	2	2
Income		
Grants	66,157	90,376
Interest	616	872
Donations	1,342	40
Miscellaneous	18,596	5,016
Total income	86,711	96,304
Expenditure		
Wages and salaries	68,607	84,759
Training	1,394	110
Rates	374	200
Insurance	746	611
Light and heat	2,441	483
Repairs and maintenance	1,120	519
Postage, stationery and advertising	2,210	1,552
Telephone	1,490	825
Travel expenses	339	912
Affiliation fees	355	395
Professional fees	-	35
Audit and accountancy	2,034	1,140
Advertising	-	255
Information papers	54	79
Bank charges and interest	231	240
General expenses	2,774	1,953
Depreciation	530	686
	84,699	94,754
Interest payable:	4 == 4	4.000
Mortgage interest	1,581 ———	1,088
	86,280	95,842
Surplus for the year	431	462

SUMMARY INCOME AND EXPENDITURE ACCOUNT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2009

Analysis of Grants	2009	2008
Leicestershire County Council	43,492	39,049
Charnwood Borough Council	22,665	18,327
Commission for Racial Equality	<u>-</u>	33,000
	66,157	90,376

SUMMARY INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2009

EMPLOYMENT RIGHTS PROJECT	2009 £	2008 £
Income	L	Z
Grants	-	34,120
Miscellaneous		1,117
	-	35,237
Expenditure		
Wages and salaries	-	30,957
Rates	-	200
Training	-	425
Administrative costs	-	57
Postage, stationery and advertising	-	1,550
Travel expenses	-	24
Professional fees	-	5,250
Subscriptions	-	328
Audit fees	-	1,140
Conference expenses	-	1033
General expenses	8,422	-
Depreciation	179	239
Insurance	-	612
Light and heat	-	482
Repairs and maintenance	-	519
Telephone	-	824
Payment to employee on termination of employment	-	1,400
Mortgage interest	<u> </u>	1,082
	8,601	46,122
Deficit for the year	(8,601)	(10,885)

SUMMARY INCOME AND EXPENDITURE ACCOUNT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2009

LEARNING DISABILITY PARTNERSHIP	2009 £	2008 £
ncome Grant	21,000	30,673
Expenditure		
Nages and salaries	26,505	23,305
Postage, stationery and advertising	633	775
Rates	107	100
nsurance	213	306
ight and heat	398	241
Repairs and maintenance	320	260
Γelephone	426	412
Audit and accountancy	581	570
Mortgage interest	452	541
General expenses	130	3,512
	29,765	30,022
Deficit)/Surplus for the year	(8,765)	651
OUTH TASK GROUP	2009	2008
TAGK GROOT	£	£
ncome		
Grant	18,943	20,263
Expenditure		
Nages and salaries	5,271	-
General expenses	17,482	16,529
	22,753	16,529
Deficit)/Surplus for the year	(3,810) ———	3,734
THE HELEN JEAN COPE TRUST	2009	2008
HE HELEN JEAN COPE TROST	£	2008 £
ncome		
Grant	7,300	-
Expenditure		
General expenses	7,300	-
Name to the const		
Surplus for the year	-	-