

Company registered number 2279105
Registered charity number 1113448

**Greater Manchester Pay and Employment
Rights Advice Service**

Financial Statements

for the year ended 31st March 2009

FRIDAY



A42 *ATC7JDR9* 02/10/2009 191
COMPANIES HOUSE

**Greater Manchester Pay and Employment
Rights Advice Service**

Report of the Management Committee for the year ended 31st March 2009

The Management Committee presents its report and audited financial statements for the year ended 31st March 2009.

Reference and Administrative Information

Charity name	Greater Manchester Pay and Employment Rights Advice Service
Charity Registration Number	1113448
Company Registration Number	2279105
Registered Office	4 th Floor Swan Buildings 20 Swan Street Manchester M4 5JW

Management Committee

Paul Mittler	
Kevin Morley	Chair (from 25 th Nov 2008)
Gerry White	
Alan Manning	
Michael Wilson	
Cllr David Lancaster	
Colin Prout	(appointed 2 nd Feb 2009)
David Neary	Chair (to 25 th Nov 2008)

Company Secretary

Lesley Hunter

Principal staff

Lesley Hunter	Joint Co-ordinator
Allison Foreman	Joint Co-ordinator
Julie Pearson/Ruth Daulby	Finance and Administration
Vicky Payne	Project worker
John Howard	Adviser
Katie Brotherstone	Research worker
Emma Raymode	Project worker
Kosar Nzeribe	Adviser

Auditors

Slade & Cooper Limited
6 Mount Street
Manchester M2 5NS

Bankers

Unity Trust Bank plc
4 The Square
111 Broad Street
Birmingham B15 1AR

Greater Manchester Pay and Employment Rights Advice Service

Report of the Management Committee for the year ended 31st March 2009

Structure, governance and management

Greater Manchester Pay and Employment Rights Advice Service is a company limited by guarantee (company registration number 2279105) and a registered charity (1113448).

Greater Manchester Pay and Employment Rights Advice Service is a membership organisation. Members elect a volunteer management committee at the Annual General Meeting. The Committee meets bi-monthly and specific responsibilities are allocated to sub-committees where appropriate.

Governing document

Greater Manchester Pay and Employment Rights Advice Service is governed by a constitution made up of memorandum and articles that was most recently revised in 2005 and adopted on 22 September 2005.

Recruitment and appointment of trustees

After a settled period for the Management Committee, the last two years have seen some resignations and movement between roles for remaining members. Recruiting more members to the Committee and making it more representative of the client group of the organisation is a priority in the next year.

Trustee Induction and training

Trustees receive an induction pack that includes a briefing for new members and relevant information from the Charities Commission explaining the roles and responsibilities of a trustee. Trustees also meet with staff, and the Chair and the coordinator introduce them to the work of the organisation, the constitutional documents, the current financial position, the current business plan and the organization's objectives for the current year.

Organisational structure

There are currently nine members of staff comprising two joint co-ordinators, two employment rights advisers, 2 project workers, 1 research worker and a finance and administration worker.

Risk management

The organization's Financial and Accounting Procedures include a financial risk assessment of the organisation. The greatest risk to the organisation would be the loss of core funding from AGMA, without which it is difficult to envisage how the organisation could continue to operate.

Related parties

There are no related organisations.

Councillor David Lancaster is a director and trustee of the company and is also a member of AGMA, and of the AGMA Statutory Functions Committee, which is the principal funder of our organisation.

Objectives and activities

Objects

The objects for which the Company is formed are for the benefit of the public in Greater Manchester by associating together local authorities, voluntary organisations, and other organisations in a common effort to relieve poverty by:

1. advancing the public's education and awareness of the scale of low pay and related problems and the ways it may be tackled;
2. providing information and specialist legal advice for individual low paid workers and their representatives; and
3. conducting research into the scale, cause and effects of low pay and to disseminate the results.

Greater Manchester Pay and Employment Rights Advice Service

Report of the Management Committee for the year ended 31st March 2009

Objectives of the organisation this year

- 1 To provide advice and information on employment rights to low paid people and to other agencies including employers.
- 2 To increase the effectiveness of other advice agencies through the provision of specialist employment advice and training.
- 3 To influence the thinking and practice of local and national policy-makers on employment rights issues through the gathering and dissemination of relevant research.
- 4 To identify community needs and gaps in services in relation to employment rights and, where appropriate, initiate action to address those needs and gaps.
- 5 To increase the effectiveness of both ourselves and other agencies through purposeful partnership working.

Strategies

To ensure continuity of funding from AGMA, the organisation's first priority is always to meet AGMA's funding requirements. The funding is dependent on reaching yearly targets, and performance in relation to these targets is monitored monthly by the coordinator and staff team and bi-monthly by the trustees at committee meetings.

The organisation's current business plan outlines its strategies for the years 2008-2011.

Use of volunteers

The trustees are all volunteers. Unfortunately the organisation does not have the capacity to support volunteers within the workplace.

Summary of main activities

To implement our objectives and strategies we provide information, advice and support to low paid workers and to relevant organisations across Greater Manchester, and carry out research into issues that affect our client group the "working poor". We do this by

- Providing an accessible telephone advice service open 5 days per week.
- Producing a comprehensive range of information factsheets on employment law for which we have been awarded the Plain English Campaign's crystal award.
- Disseminating information and offering training in employment law to relevant organisations.
- Disseminating our research findings to local and national policy-makers

Public benefit

The Trustees have had due regard to guidance published by the Charity Commission on public benefit and can declare that all the organisation's activities focus on delivering public benefit. All its activities and services are free of charge to the working population of Greater Manchester and developed with the aim of improving the quality of working life for the low paid.

Achievements and performance

The following is taken from the trustees' year end report to AGMA.

"This has been another year of significant progress within the organisation towards our biggest challenge, the reduction of AGMA's contribution to the overall budget to 60%. In 2008/9 we reduced that share further, to 62%, because our second 3-year project, to advise and support migrant workers across Greater Manchester, got underway in October 2008. The organisation must now ensure that AGMA's contribution to our budget remains at 60%

We consider that we have risen to the budget challenge extremely well. The organisation has worked to develop and extend its services over the past five years, and it has been a time of creativity and growth for us. The current organisational model, of core services augmented by projects which meet the needs of some of the more vulnerable groups of workers in Greater Manchester has been a natural development for the organisation.

**Greater Manchester Pay and Employment
Rights Advice Service**

Report of the Management Committee for the year ended 31st March 2009

The onset of the recession during the year under review has been another challenge for us. The increased demand on the advice service for information, advice and support around redundancy-related issues came at a time when our two long-serving advisers had been asked to take on management duties following the resignation of the coordinator and pending the appointment of a replacement. Following a full and open recruitment, the two advisers made a successful application as a job-share team. We look forward to a period of staffing stability now that two very experienced and long-serving members of staff are coordinating the organisation's work.

We have continued to meet our grant aid agreement performance indicators except for the research targets for reasons beyond our control. The sickness absence of our research worker has however given us the opportunity to reconsider the research work's relationship to the other work of the organisation, and we have recently carried out a full review of the research work and shall shortly be appointing a temporary research worker to carry the work forward."

Principal funding sources

The organisation's main source of funding is the Association of Greater Manchester Authorities (AGMA). This year the AGMA grant comprised 62% of the overall budget. The AGMA grant covers the organisation's core activities, namely the provision of the employment rights advice service, the research work, and the coordination and finance and administration. It is a condition of the AGMA grant that the organization maintain AGMA's contribution to the overall budget at 60%. To achieve this, the organization currently manages two three-year externally-funded projects which extend the core advice service to particularly vulnerable groups within the labour market. The Big Lottery Fund funds the DAWES project, which advises and supports women experiencing problems at work because of domestic violence. The Tudor Trust and the Allen Lane Foundation jointly fund the Migrant Workers' advice project which began its work in the year under review.

Reserves policy

GMPERAS has a reserves policy that is intended to maintain the operation of the organization for 4-6 months and cover the winding-up costs in the event of the withdrawal of core funding from AGMA. At March 31st 2009 the level of free reserves was £65,964, which would allow for a 5 month winding-up period.

Plans for future periods

The current business plan covers the period 2008-2011. The organisation's objectives for this three-year period include

1. maintaining core services
2. developing projects which extend the advice service
3. maintaining an effective and sustainable organisation
4. maintaining the organisation's profile
5. continuing to influence and shape policy

**Greater Manchester Pay and Employment
Rights Advice Service**

Report of the Management Committee for the year ended 31st March 2009

Statement of Management Committee responsibilities

Company Law requires the Management Committee to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and the income and expenditure of the charitable company for that period. In preparing the accounts the Management Committee are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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

Members of the Management Committee, who are directors for the purposes of company law, and trustees for the purposes of charity law, who served during the year and up to the date of this report are set out on page 1.

In accordance with company law, as the company's directors, each of the Management Committee certify that:

- so far as they are aware, there is no relevant information of which the auditors are unaware;
- as directors of the company they have taken all necessary steps to be aware of information which would be relevant for audit purposes and have communicated them to the auditors.

Company status


The company is limited by guarantee and all members have agreed to contribute a sum not exceeding £1 in the event of a winding-up. The number of guarantees at 31st March 2009 was 7.

Auditors

Slade & Cooper Limited were re-appointed as the charitable company's auditors during the year and have expressed their willingness to continue in that capacity.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (issued in March 2005) and in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small entities.

Approved by the Management Committee and signed on its behalf by:


..... Kevin Morley
21/9/09 Date

Independent Auditor's Report to the members of
Greater Manchester Pay and Employment
Rights Advice Service
for the year ended 31 March 2009

We have audited the financial statements of Greater Manchester Pay and Employment Rights Advice Service for the year ended 31 March 2009, which comprise the Statement of Financial Activities (including the income and expenditure account), the Balance Sheet and the related notes. These financial statements have been prepared in accordance with the accounting policies set out therein, the historical cost convention, and the requirements of the Financial Reporting Standard for Smaller Entities (effective January 2005).

This report is made solely to the charitable 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 charitable 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 charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of management committee and auditors

As described in the Statement of Management Committee Responsibilities the charitable company's management committee (who are also the directors of Greater Manchester Pay and Employment Rights Advice Service) are responsible for the preparation of the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Our responsibility is to audit the financial statements 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 financial statements 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 Management Committees' Report is consistent with the financial statements, if the charitable company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding Management Committees' remuneration and other transactions is not disclosed.

We read other information contained in the Management Committee's Report, and consider whether it is consistent with the audited financial statements. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the financial statements. Our responsibilities do not extend to any other information beyond that referred to in this paragraph.

Basis of audit 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 financial statements. It also includes an assessment of the significant estimates and judgements made by the Management Committee in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charitable company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we consider necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements 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 financial statements.

Opinion

In our opinion:

- The financial statements give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities, of the state of the charitable company's affairs as at 31 March 2009 and of its incoming resources and application of resources for the year then ended; and
- The financial statements have been properly prepared in accordance with the Companies Act 1985.
- The information given in the directors' report is consistent with the financial statements.

Slade & Cooper Ltd

Slade & Cooper Limited
Registered Auditors
6 Mount Street
Manchester M2 5NS

1.10.09

Greater Manchester Pay and Employment Rights Advice Service Limited

**Statement of Financial Activities
for the year ended 31 March 2009**

	Note	Unrestricted funds £	Restricted funds £	2009 £	2008 £
Incoming resources	2				
Donations		28	-	28	13
Grants		138,100	79,486	217,586	171,586
Fees and other income		1,552	-	1,552	3,404
Bank interest		2,224	-	2,224	2,562
Total incoming resources		141,904	79,486	221,390	177,565
Resources expended					
Salaries	5	96,758	35,079	131,837	113,326
Project costs	13	6,108	3,423	9,531	6,800
Printing, publications and publicity		2,693	4,262	6,955	4,396
Recruitment and training		7,455	1,855	9,310	2,486
Premises		11,093	4,143	15,236	14,305
Administration		9,794	5,326	15,120	7,915
Insurance		898	-	898	1,154
Audit and accountancy		2,898	-	2,898	2,919
Professional fees		4,106	292	4,398	-
Depreciation		2,143	-	2,143	2,730
Bad debts		397	-	397	-
Total resources expended		144,343	54,380	198,723	156,031
Net incoming/(outgoing) resources for the year	3	(2,439)	25,106	22,667	21,534
Transfer between funds		-	-	-	-
Net movement in funds		(2,439)	25,106	22,667	21,534
Funds at 31 March 2008		68,653	10,718	79,371	57,837
Funds at 31 March 2009		£ 66,214	£ 35,824	£ 102,038	£ 79,371

All of the charity's operations are classed as continuing.

Movements on reserves and all recognised surpluses or deficits are shown above.

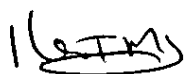
Greater Manchester Pay and Employment Rights Advice Service Limited

**Balance Sheet
as at 31 March 2009**

	Note	2009	2008
		£	£
Fixed assets			
Tangible assets	7	650	2,793
Current assets			
Debtors	8	7,597	1,635
Cash at bank and in hand		114,600	90,222
		<u>122,197</u>	<u>91,857</u>
Creditors: amounts falling due in less than one year	9	(20,809)	(12,913)
		<u>101,388</u>	<u>78,944</u>
Net current assets			
		101,388	78,944
Total assets less current liabilities		<u>102,038</u>	<u>81,737</u>
Creditors: amounts falling due in more than one year	10	-	(2,366)
		<u>-</u>	<u>(2,366)</u>
Net assets		<u>£ 102,038</u>	<u>£ 79,371</u>
Reserves			
Unrestricted funds		66,214	68,653
Restricted funds	11	35,824	10,718
		<u>£ 102,038</u>	<u>£ 79,371</u>

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

Approved by the Management Committee and signed on their behalf by:



Kevin Morley (Chair)



Gerry White (Trustee)

Date 21/9/09

Greater Manchester Pay and Employment Rights Advice Service Limited

Notes to the accounts for the year ended 31 March 2009

1 Accounting policies

The principal accounting policies adopted in the preparation of the financial statements are set out below. They have been applied consistently during the year, and in the preceding year.

a Basis of preparation

The financial statements have been prepared under the historical cost convention and in accordance with the Companies Act 1985 and the Statement of Recommended Practice - Accounting and Reporting by Charities (issued in March 2005), and the Financial Reporting Standard for Smaller Entities (effective January 2007).

b Fund accounting

- Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.
- Designated funds are unrestricted funds earmarked by the Management Committee for particular
- Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

c Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.
- Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.
- Investment income is included when receivable.
- Incoming resources from charitable trading activity are accounted for when earned.
- Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

d Resources expended

Expenditure is recognised on an accrual basis when a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is included as part of the expenditure to which it relates.

Greater Manchester Pay and Employment Rights Advice Service Limited

Notes to the accounts for the year ended 31 March 2009 (continued)

e Operating leases

Rentals payable under operating leases, where substantially all the risks and rewards of ownership remains with the lessor, are charged to the Statement of Financial Activities in the year in which they fall due.

f Tangible fixed assets

Tangible fixed assets are stated at cost less accumulated depreciation. Individual fixed assets costing £1,000 or more are capitalised at cost.

Tangible fixed assets are depreciated on a straight line basis over their estimated useful lives as follows:

Asset Category	Annual rate
Fixtures, fittings and equipment	20%
Finance leased equipment	20%

g Assets held under finance leases

Assets acquired under leases, where the company bears most of the risks and rewards of ownership, are accounted for as finance leases. The asset is included at cost in fixed assets and depreciated over the useful economic life of the asset, or the minimum lease term, whichever is the shorter. The total liability under the lease at the balance sheet date, net of finance charges allocated to future periods, is included in creditors. Finance charges are allocated so as to give a constant rate of return, using the sum-of-digits method.

h Cash flow statement

The charity has taken advantage of the exemption in Financial Reporting Standard 1 from preparing a Cash Flow Statement on the grounds that it is a small entity.

Greater Manchester Pay and Employment Rights Advice Service Limited

Notes to the accounts for the year ended 31 March 2009 (continued)

2 Incoming resources

	Unrestricted £	Restricted £	Total 2009 £	Total 2008 £
Grants				
Association of Greater Manchester Authorities s.48 Grant Scheme	138,100	-	138,100	138,100
The Big Lottery - Reaching Communities	-	35,486	35,486	33,486
Tudor Trust	-	40,000	40,000	-
Allen Lane Foundation	-	4,000	4,000	-
	<hr/> 138,100	<hr/> 79,486	<hr/> 217,586	<hr/> 171,586
Donations	<hr/> 28	<hr/> -	<hr/> 28	<hr/> 13
Fees and other income				
Sales and sundry income	1,211	-	1,211	3,122
Membership subscriptions	341	-	341	282
	<hr/> 1,552	<hr/> -	<hr/> 1,552	<hr/> 3,404
Bank interest	<hr/> 2,224	<hr/> -	<hr/> 2,224	<hr/> 2,562
Total incoming resources	<hr/> <hr/> £ 141,904	<hr/> <hr/> £ 79,486	<hr/> <hr/> £ 221,390	<hr/> <hr/> £ 177,565

3 Net incoming/(outgoing) resources

This is stated after charging/(crediting) the following:

	2009 £	2008 £
Auditor's remuneration	4,279	3,548
Depreciation	2,143	2,730
	<hr/>	<hr/>
Auditor's remuneration comprised:		
Audit	1,323	1,392
Accountancy	1,575	1,527
Payroll and other	1,381	629
	<hr/>	<hr/>
	<hr/> <hr/> £ 4,279	<hr/> <hr/> £ 3,548

Greater Manchester Pay and Employment Rights Advice Service Limited

Notes to the accounts for the year ended 31 March 2009 (continued)

4 Corporation tax

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or s252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

5 Staff costs

Staff costs during the year were as follows:

	2009 £	2008 £
Wages and salaries	124,532	102,322
Social security costs	7,366	8,462
Seconded worker	-	2,009
Pensions	(61)	553
	<hr/>	<hr/>
	£ 131,837	£ 113,346
	<hr/>	<hr/>

The average number of employees during the year (full-time equivalents) was as follows:

Coordinator	1.0	0.9
Administration	1.0	1.0
Project workers	3.0	2.6
Development workers	0.7	0.7
	<hr/>	<hr/>
Total	5.7	5.2
	<hr/>	<hr/>

The number of employees earning over £60,000 per annum excluding pension contributions was nil (2008: nil).

6 Trustees' remuneration and expenses

Neither the trustees nor any persons connected with them received any remuneration during the year.

Two (2008: three) trustees received travel and subsistence expenses during the year of £73 (2008 £57).

Greater Manchester Pay and Employment Rights Advice Service Limited

**Notes to the accounts
for the year ended 31 March 2009 (continued)**

7 Fixed assets: tangible assets

	Equipment & fixtures & fittings £	Equipment (finance lease) £	Total £
Cost brought forward 01 April 2008	7,615	7,467	15,082
Additions	-	-	-
Disposals	(1,948)	-	(1,948)
	<hr/>	<hr/>	<hr/>
Cost carried forward 31 March 2009	£ 5,667	£ 7,467	£ 13,134
	<hr/>	<hr/>	<hr/>
Depreciation brought forward 01 April 2008	6,315	5,974	12,289
Charge for the year	650	1,493	2,143
Disposals	(1,948)	-	(1,948)
	<hr/>	<hr/>	<hr/>
Depreciation carried forward 31 March 2009	£ 5,017	£ 7,467	£ 12,484
	<hr/>	<hr/>	<hr/>
Net book value at 31 March 2009	£ 650	£ -	£ 650
	<hr/>	<hr/>	<hr/>
<i>Net book value at 31 March 2008</i>	<i>£ 1,300</i>	<i>£ 1,493</i>	<i>£ 2,793</i>
	<hr/>	<hr/>	<hr/>

8 Debtors

	2009 £	2008 £
Fees receivable	48	763
Prepayments and other debtors	7,549	872
	<hr/>	<hr/>
	£ 7,597	£ 1,635
	<hr/>	<hr/>

Greater Manchester Pay and Employment Rights Advice Service Limited

Notes to the accounts for the year ended 31 March 2009 (continued)

9 Creditors: amounts falling due in less than one year

	2009 £	2008 £
Creditors & accruals	6,195	8,500
Deferred grant income (1)	12,261	-
Finance lease liabilities	2,353	4,413
	<u>£ 20,809</u>	<u>£ 12,913</u>

(1) Deferred grant income	2009
Deferred grants brought forward	-
Deferred grants from previous periods now released	-
Grants deferred in the year:	
Big Lottery (instalment for Apr- Jun 09)	12,261
	<u>£ 12,261</u>
Deferred grants carried forward	<u>£ 12,261</u>

10 Creditors: amounts falling due in more than one year

	2009 £	2008 £
Finance lease liabilities	-	2,366

11 Restricted funds

	As at 01 April 2008 £	Incoming resources £	Outgoing resources £	Transfers £	As at 31 March 2009 £
DAWES project	10,718	35,486	(34,051)	-	12,153
Migrant Workers project	-	44,000	(20,329)	-	23,671
	<u>£ 10,718</u>	<u>£ 79,486</u>	<u>£ (54,380)</u>	<u>£ -</u>	<u>£ 35,824</u>

Restricted funds represent monies to be used for the following specific purposes:

- a) DAWES project - a Big Lottery funded project providing:
 - specialist telephone advice and support to women in the Greater Manchester area who experience domestic abuse to help them stay at work.
 - project work with employer organisations to make them aware of the service, to develop policies for women who are in work which provide a flexible and positive approach to those who are affected by domestic violence.
- b) Migrant Workers Project - a project funded by the Tudor Trust and the Allen Lane Foundation providing:
 - Information, advice and support to migrant workers across Greater Manchester with employment problems. Also provides the above to other agencies in the region on employment issues affecting migrant workers.

Greater Manchester Pay and Employment Rights Advice Service Limited

Notes to the accounts for the year ended 31 March 2009 (continued)

12 Analysis of net assets between funds

Fund balances at 31 March 2009 are represented by:	Unrestricted funds £	Restricted funds £	Total £
Fixed assets	650	-	650
Current assets	74,112	48,085	122,197
Creditors: amounts falling due in less than one year	(8,548)	(12,261)	(20,809)
	<hr/>	<hr/>	<hr/>
Total net assets	£ 66,214	£ 35,824	£ 102,038
	<hr/>	<hr/>	<hr/>

13 Related party transactions

Councillor David Lancaster is a director and trustee of the charity, and is also a member of AGMA, and of its Statutory Functions Committee, and as such has significant influence over AGMA grants to the charity, its principal source of funding. Grants from AGMA are set out in note 2. There are no other transactions with related parties.

