

Registered Charity Number
1064266

Registered Company Number
3370871

EAST LONDON COMMUNITY LAW SERVICE

Report and Accounts

For The Year Ended

31 March 2013

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EAST LONDON COMMUNITY LAW SERVICE
Report and accounts
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EAST LONDON COMMUNITY LAW SERVICE

The report of the trustees for the year ended 31 March 2013

Introduction

The trustees present their annual report and accounts for the year ended **31st March 2013**. The board of trustees are satisfied with the performance of the charity during the year and the position at **31st March 2013** and consider that the charity is in a strong position to continue its activities during the coming year, and that the charity's assets are adequate to fulfil its obligations.

Name, registered office and constitution of the charity

The full name of the charity is **East London Community Law Service**

The legal registration details are -

<i>Date of incorporation</i>	08/09/1997
<i>Company Registration Number</i>	3370871
<i>The Registered Office is</i>	Dahir Community House, 702 Highroad Leyton, E10 6JP
<i>Charity Registration Number</i>	1064266

Objectives and Activities of the Charity

- 1 Provide free advice, information and representation to asylum seekers, refugees, migrants and others in matters of asylum, immigration, housing, debt, welfare benefits, hate crime and domestic violence, education, training and employment
- 2 Low rate fee paying service in immigration is available for clients, who are not eligible for public funding
- 3 The relief of poverty of asylum seekers, refugees, migrants and other members of the community with restricted income who are resident in greater London by providing such persons with free and confidential advice, assistance, representation, counselling, translating and interpreting services in matters of asylum, immigration, money, debts, welfare benefits, housing, health, education, training and employment,
- 4 the advancement of education by the provision of vocational training and English language classes

Review of Activities

We had lost nearly £130,000 of funding due to austerity measures adopted by the London Borough of Waltham Forest (LBWF) and the London Councils in this year. With the support of the Cabinet Office we got a grant of £70,000 from the Big Lottery Fund. Our Report It Project for advice in Domestic Violence issues with the support of the LBWF continued. We were able to provide services to over 240 clients. This support included mainly non molestation orders and in some cases assisting in getting 'Refuge' through our partners. We continued to act as an umbrella for 9 Waltham Forest based advice agencies called Multicultural Advice Services Consortium (MASC). Though the funding of this group was reduced substantially it continued to provide services to the various communities in the borough by volunteers.

The Community Centres Consortium of Asian Centre, William Morris and our leased premises known as Queen Elizabeth II Jubilee Centre continued to function under the umbrella of ELCLAS.

An explanation of the charity's main objectives for the year

Basically these objectives continued to remain the relief of poverty and improvement in quality of life of deprived members of various communities within greater London area.

EAST LONDON COMMUNITY LAW SERVICE

The report of the trustees for the year ended 31 March 2013

An explanation of the charity's strategies for achieving its stated objectives

As our main funding from London Borough of Waltham Forest and London Councils dwindled by £130,000 due to austerity measures we were supported by the Cabinet Division through Lottery Fund with £70,000. This left a deficit of £60,000. To overcome this we laid off one Development Manager and made CEO and 2 advisers p/t. We engaged a number of volunteers to coordinate with clients so that nobody seeking legal advice missed an appointment.

The contribution of volunteers

They were in a sense backbone to the organisation. We had 4-5 volunteers at any time with a total of 26 during the whole year. They provided reception, photocopying, mail entries and dispatches, arranging appointments, some shadowing our Solicitor in court and attending some external meetings. Without their assistance we would not have been able to achieve what we did. Fortunately 5 volunteers were able to get paid employment with other agencies.

Achievements and Performance of the Charity

The Charity was able to advise 1327 clients and achieve a monetary gain of £250,000 through welfare benefits and relief in debts. Over 240 clients mainly women were assisted in getting non-molestation orders through court. Five of its volunteers were able to get employment by building experience and confidence.

Nature of the Governing Document and constitution of the charity

Memorandum and articles of association incorporated 15th May 1997 and amended by certificate of incorporation on change of name 26 March 2010.

The methods adopted for the recruitment and appointment of new trustees

Upon appointment as Trustees, it is the policy and procedures of the East London Community Law Service for all trustees to read and review the remit of the charity. They meet with the other trustees and staff to undergo training in the issues that the charity deals with, and to familiarise themselves with the charity. They are kept up to date on key governance directives, training and publications. Trustees are in contact with the secretary and staff on a regular basis and some of the trustees help with individual cases.

The policies and procedures adopted for the induction and training of trustees

These are mainly for all trustees in association with the Chair, Treasurer and CEO to be inducted to staff, volunteers and their roles, premises, health and safety procedures, office manual, complaint procedures, sources of income and expenditure, charity policies etc. and assess their training needs.

The organisational structure of the charity and how decisions are made

The organisation is headed by a Board of Trustees who are volunteers and have in them qualified and experienced administrators, finance and legal professionals. The trustees decide the policy matters, the day to day administrative matters are delegated to the CEO who reports to the committee on a regular basis.

The major risks to which the charity is exposed and reviews and systems to mitigate risks

This is mainly uncertainty of funding. To meet this the charity has adopted a policy of fee-paying immigration service at a low cost and diversify funding sources.

EAST LONDON COMMUNITY LAW SERVICE

The report of the trustees for the year ended 31 March 2013

Transactions and Financial position

The financial statements are set out on **pages 7 to 10**. The financial statements have been prepared implementing the 2005 Revision of the Statement of Recommended Practice for Accounting and Reporting by Charities issued by the Charity Commission for England and Wales (revised in June 2008) and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008). As stated in the introduction to this report, the trustees consider the financial performance by the charity during the year to have been satisfactory.

The Statement of Financial Activities shows net **incoming** resources for the year of a revenue nature of **£ 193,842 (prior year £ 233,703)** and net realised **outgoing** resources of **£ 192,265**, (prior year **£ 284,660**), making net overall realised **incoming** resources of **£ 3,577**, (prior year **£ -50,957**).

Share Capital

The company is limited by guarantee and therefore has no share capital.

The name of the Chief Executive Officer and other senior staff member(s) to whom day to day management of the charity is delegated by the charity trustees

Ms Connie Mante (Chief Executive Officer)

Secretary

Mr Afzal Mirza

The members of the Board of Trustees of the Charity at the date the report and accounts were approved were -

Dr Qadir Bakhsh MBE (Chairman)
Dr A Q Sheikh (Vice Chairman)
Mr Alex Davies (Treasurer)
Mr Mobin Ahmed
Mr Said Aweys
Mr Abdi Hassan

All the directors of the company are also trustees of the charity, and their responsibilities include all the responsibilities of directors under the Companies Acts and of trustees under the Charities Acts.

Statement as to disclosure of information to auditors

The trustees, in their capacity as directors, state that so far as each of the directors at the time this report was approved are aware -

- a) There is no relevant audit information of which the auditors are unaware, and
- b) The trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and establish that the auditors are aware of that information.

Bankers

The Co-Operative Bank Plc
PO Box 101
Ballon Street
Manchester, M60 4EP

Auditors

S ASGHAR & CO
Chartered Accountants
85 STATION ROAD
HARROW
LONDON

EAST LONDON COMMUNITY LAW SERVICE

The report of the trustees for the year ended 31 March 2013 Statement of Directors' and Trustees' Responsibilities

The Charities Act and the Companies Act require the Board of Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Board is required to -

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

The Trustees are also responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which are sufficient to show and explain the charity's transactions and enable them to ensure that the financial statements comply with the Companies Act 2006 and comply with regulations made under the Charities Act. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are also responsible for the contents of the trustees' report, and the responsibility of the auditor in relation to the trustees' report is limited to examining the report and ensuring that, on the face of the report, there are no inconsistencies with the figures disclosed in the financial statements.

Method of preparation of accounts

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

This report was approved by the board of trustees on 10 December 2013



Dr Qadir Bakhsh MBE
Chairman and Trustee

EAST LONDON COMMUNITY LAW SERVICE

Independent Auditors' Report

**Report of the Independent Auditors to the trustees of EAST LONDON COMMUNITY LAW SERVICE
for the year ended 31 March 2013**

We have audited the financial statements of East London Community Law Service for the year ended 31st March 2013 which comprise the Statement of Financial Activities, the Profit and Loss Account, the Statement of Recognised Gains and Losses, the Balance Sheet and the related notes, as set out on pages 11 to 16. These financial statements have been prepared in accordance with the Financial Reporting Standard for Smaller Entities, effective April 2008, and in accordance with the requirements of the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales, revised June 2008 (The SORP), under the historical cost convention and in accordance with the accounting policies set out in the notes to the financial statements.

This report is made solely to the trustees of the charitable company, as a body, in accordance with the requirements of the Charities Act 2011. Our audit work has been undertaken so that we might state to the trustees 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 liability to anyone other than the trustees as a body, for our audit work, for this report or for the opinions we have formed.

Respective responsibilities of trustees as directors and of the auditors

As described in the Statement of Trustees' Responsibilities on page 4 the charity's trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards, (United Kingdom Generally Accepted Accounting Practice) and for being satisfied that the financial statements give a true and fair view.

The trustees have elected for the financial statements to be audited in accordance with the Charities Act 2011 rather than the Companies Act 2006. Accordingly we have been appointed as auditors under section 144 of the Charities Act 2011 and report in accordance with that Act.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

We report to you our opinion as to whether the financial statements give a true and fair view and have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice and in accordance with the Companies Act 2006 and the Charities (Accounts and Reports) Regulations 2008.

We also report to you if, in our opinion, the Report of the Trustees is materially inconsistent with the financial statements, if the charity has not kept adequate accounting records, if the charity's financial statements are not in agreement with the accounting records and returns, or if we have not received all the information and explanations we require for our audit, or if information specified by law regarding trustees' remuneration and transactions with the company is not disclosed.

We read the Trustees Annual Report and consider the implications for our report if we become

Scope of the audit of financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of whether the accounting policies are appropriate to the charity's circumstances and have been consistently applied and adequately disclosed, the reasonableness of significant accounting estimates made by the trustees, and the overall presentation of the financial statements. In addition, we read all the financial and nonfinancial information in the [describe the annual report] to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

In accordance with the exemption provided by APB Ethical Standard – Provisions Available for Smaller Entities, we have assisted with the preparation of the accounts.

EAST LONDON COMMUNITY LAW SERVICE

Independent Auditors' Report

Report of the Independent Auditors to the trustees of **EAST LONDON COMMUNITY LAW SERVICE**

Opinion

In our opinion the financial statements

give a true and fair view of the state of the charity's affairs as at 31st December 2012, and of its incoming resources and application of resources, for the year then ended,

have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, and

have been prepared in accordance with the requirements of the Charities Act 2011

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities Act 2011 requires us to report to you if, in our opinion

the information given in the Trustees' Annual Report is inconsistent in any material respect with the financial statements, or
sufficient accounting records have not been kept, or
the financial statements are not in agreement with the accounting records and returns or
we have not received all the information and explanations we require for our audit

Eligibility of auditor and status of audit

We confirm that we are eligible under S 144(2) of the Act to conduct this audit, and that this report is a report in respect of an audit carried out under section 144 of the Act and in accordance with the related regulations

We confirm that the charity is exempt from audit under Part 16 of the Companies Act 2006



Signed by Dajjad Asghar (B Sc , FCA), as senior statutory auditor
on behalf of

S ASGHAR & CO
Chartered Accountants
Statutory auditors
85 STATION ROAD
HARROW
LONDON
HA2 7SW

The date upon which our opinion is expressed is -
10 December 2013

EAST LONDON COMMUNITY LAW SERVICE
Statement of Financial Activities
for the year ended 31 March 2013

	Unrestricted Funds	Restricted Funds	Total Funds	Last Year Total Funds
Notes	2013 £	2013 £	2013 £	2012 £
Incoming resources				
<i>Incoming resources from generated funds</i>				
Voluntary Income	-	156,607	156,607	190,003
Activities for generating funds	-	4,325	4,325	-
Investment Income	8,817	24,093	32,910	43,700
Total incoming resources	8,817	185,025	193,842	233,703
 <i>Costs of charitable activities</i>	 7,269	 182,496	 189,765	 284,160
<i>Governance costs</i>	-	500	500	500
Total resources expended	7,269	182,996	190,265	284,660
Net incoming resources/(net outgoing resources) before transfers between funds	1,548	2,029	3,577	(50,957)
Gross transfers between funds	-	-	-	-
Net incoming resources/(net outgoing resources) before Other recognised gains and losses	1,548	2,029	3,577	(50,957)
Other recognised gains and losses				
<i>Gains on revaluation of fixed assets for charity's own use</i>	-	-	-	265,000
Net movement in funds	1,548	2,029	3,577	214,043
Reconciliation of funds				
<i>Total funds brought forward</i>	108,824	278,506	387,330	173,287
Total Funds carried forward	110,372	280,535	390,907	387,330

The net movement in funds referred to above is the net incoming resources as defined in the SORP and is reconciled to the total funds as shown in the Balance Sheet on **page 10** as required by the SORP

All activities derive from continuing operations

The notes on pages 11 to 16 form an integral part of these accounts

EAST LONDON COMMUNITY LAW SERVICE
Statement of Financial Activities
for the year ended 31 March 2013

Income and Expenditure Account as required by the Companies Act
for the year ended 31 March 2013

	2013	2012
	£	£
Turnover	160,932	190,003
Direct costs of turnover	189,765	284,160
Gross deficit	<u>(28,833)</u>	<u>(94,157)</u>
Governance costs	500	500
Operating deficit	<u>(29,333)</u>	<u>(94,657)</u>
Interest receivable	17	25
Rent Received	32,893	43,675
Surplus/(deficit) on ordinary activities before tax	<u>3,577</u>	<u>(50,957)</u>
Surplus/(deficit) for the financial year	<u>3,577</u>	<u>(50,957)</u>
Gift Aid Payments	-	-
Retained surplus/(deficit) for the financial year	<u>3,577</u>	<u>(50,957)</u>

All activities derive from continuing operations

The notes on pages 11 to 16 form an integral part of these accounts

EAST LONDON COMMUNITY LAW SERVICE
Statement of Financial Activities
for the year ended 31 March 2013

Statement of Total Recognised Gains and Losses
for the year ended 31 March 2013

	2013	2012
Excess of Expenditure over income before realisation of assets	3,577	(50,957)
Loss per Profit and Loss account	3,577	(50,957)
Gains on revaluation of fixed assets for charity's own use	-	265,000
Grants for the acquisition of fixed assets	-	-
Net Movement in funds before taxation	3,577	214,043

Movements in revenue and capital funds
for the year ended 31 March 2013

Revenue accumulated funds	Unrestricted Funds	Restricted Funds	Total Funds	Last year Total Funds
	2013	2013	2013	2012
	£	£	£	£
Accumulated funds brought forward	108,824	278,506	387,330	173,287
Recognised gains and losses before transfers	1,548	2,029	3,577	(50,957)
Transfers (to)/from revaluation reserve	-	-	-	265,000
Closing revenue accumulated funds	110,372	280,535	390,907	387,330
			£	£

Revaluation Reserve Fund	Unrestricted Funds	Restricted Funds	Total Funds	Last year Total Funds
	2013	2013	2013	2012
At 1 April	-	265,000	265,000	-
At 31 March	-	265,000	265,000	-

The notes on pages 11 to 16 form an integral part of these accounts

Summary of funds	Designated Funds	Unrestricted Funds	Restricted Funds	Total Funds	Last Year Total Funds
	2013	2013	2013	2013	2012
Revenue Accumulated funds	-	110,372	280,535	390,907	108,824
Unrestricted accumulated funds	-	-	-	-	278,506
Total funds	-	110,372	280,535	390,907	387,330

The statement of changes in resources applied for fixed assets for Charity use is shown in the notes to the accounts

The notes on pages 11 to 16 form an integral part of these accounts

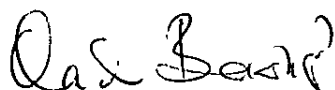
EAST LONDON COMMUNITY LAW SERVICE
Company Number 3370871
Balance Sheet
as at 31 March 2013

	Notes	2013 £	2012 £
The assets and liabilities of the charity			
Fixed assets			
Tangible assets	9	361,532	362,323
Total fixed assets		<u>361,532</u>	<u>362,323</u>
Current assets			
Debtors	10	41,402	54,434
Cash at bank and in hand		<u>4,410</u>	<u>79,504</u>
Total current assets		<u>45,812</u>	<u>133,938</u>
Creditors - amounts due within one year	11	(16,437)	(108,931)
Net current assets		<u>29,375</u>	<u>25,007</u>
Total assets less current liabilities		<u>390,907</u>	<u>387,330</u>
Creditors - amounts due after more than one year		-	-
Net assets excluding pension asset / liability		<u>390,907</u>	<u>387,330</u>
Net assets including pension asset / liability		<u>390,907</u>	<u>387,330</u>
The funds of the charity			
Unrestricted income funds			
Unrestricted revenue accumulated funds	110,372	108,824	
Designated revenue funds	-	-	
Unrestricted capital funds			
Designated fixed asset funds	-	-	
Total unrestricted funds		110,372	108,824
Restricted income funds			
Restricted revenue accumulated funds	15,535	13,506	
Restricted capital funds			
Restricted revaluation reserve	<u>265,000</u>	<u>265,000</u>	
Total restricted funds		<u>280,535</u>	<u>278,506</u>
Total charity funds		<u>390,907</u>	<u>387,330</u>

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act

The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006 and that no members have required the company to obtain an audit in accordance with section 476 of the Act

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts



Dr Qadir Bakhsh MBE
Chairman and Trustee



Mr Alex Davies
Treasurer and Trustee

Approved by the trustees on 10 December 2013

The notes on pages 11 to 16 form an integral part of these accounts

EAST LONDON COMMUNITY LAW SERVICE
Notes to the Accounts
for the year ended 31 March 2013

1 Accounting policies

Basis of preparation of the accounts

The financial statements have been prepared in accordance with all applicable accounting standards, as modified by the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales, effective April 2005 (revised June 2008) (The SORP). The accounts have been drawn up in accordance with the provisions of the Charities (Accounts and Reports) Regulations 2008 and the Companies Acts, and include the results of the charity's operations which are described in the Trustees' Report, all of which are continuing.

Advantage has been taken of Section 396(5) of The Companies Act 2006 to allow the format of the financial statements to be adapted to reflect the special nature of the company's operation and in order to comply with the requirements of the SORP.

The particular accounting policies adopted are set out below.

Accounting convention

The financial statements are prepared on a going concern basis, under the historical cost convention. The charity is entirely dependent on continuing grant aid and as a consequence the going concern basis is also dependent on the continuing grant aid.

Incoming Resources

Incoming resources are accounted for on a receivable basis deferred as described below where appropriate.

Except as described under the 'Deferred Income' accounting policy all grants, including grants for the purchase of fixed assets, are recognised in full in the Statement of Financial Activities in the year in which they are receivable.

Investment Income

Rental income is included in the income and expenditure account net of collection charges on a receivable basis.

Bank interest received is included on an actual receipts basis.

Deferred income

In accordance with the SORP grants received in advance and specified by the donor as relating to specific accounting periods or alternatively which are subject to conditions which are still to be met, and which are outside the control of the charity or where it is uncertain whether the conditions can or will be met, are deferred on an accruals basis to the period to which they relate. Such deferrals are shown in the notes to the accounts and the sums involved are shown as creditors in the accounts.

EAST LONDON COMMUNITY LAW SERVICE

Notes to the Accounts

for the year ended 31 March 2013

Recognition of liabilities

Liabilities are recognised on the accruals basis in accordance with normal accounting principles, modified where necessary in accordance with the guidance given in the SORP

Unrealised and realised gains

Realised gains and losses are included in the accounts on the date at which a contractual obligation is entered into

Unrealised gains and losses are computed by reference to the market value of the investments at the balance sheet date, compared to the brought forward cost or valuation, and gains and losses arising on similar categories of investments are netted off

Investment property

(Charities are exempt from the full provisions of SSAP19. However, the trustees have adopted a policy that investment property is revalued on the basis of the best estimate of the trustees on an annual basis and any surplus or deficit is transferred to revaluation reserves. No depreciation is provided on the investment property)

The Companies Act 2006 requires all properties to be depreciated. However, this requirement conflicts with the generally accepted accounting principle set out in SSAP 19 and the overriding requirement to show a true and fair view. The board of trustees considers that because the property is not held for consumption but for its investment potential, to depreciate it would not give a true and fair view and that although the charity is exempt from the full application of SSAP19 it is nevertheless appropriate for the company to follow the principles of SSAP19 in order to give a true and fair view. The company has taken advantage of its exemption from the full application of SSAP19 and has not had a formal professional valuation of the property but has relied on the best estimates of the board of the market value in order to conserve funds for the charitable purposes of the charity.

If this departure from the Act had not been made, the surplus for the financial year would have been reduced by depreciation. However, the amount of depreciation cannot reasonably be quantified because depreciation is only one of many factors reflected in the annual valuation and the amount which might otherwise have been shown cannot be separately identified or quantified.

Fixed assets and depreciation

All tangible fixed assets except freehold land and buildings are stated at cost less depreciation. Freehold land and buildings are stated at a valuation arrived at by a professionally qualified firm of valuers who valued the assets on the basis of open market value in current use.

Items of less than £100 are not capitalised.

Depreciation has been provided at the following rates in order to write off the assets (less their estimated residual value) over their estimated useful economic lives:

Freehold land and buildings	No Depreciation
Plant and machinery	25% straight line

No Depreciation is charged on freehold land and building as the trustees believe that property has been well maintained and the value of the property has gone up in this area.

EAST LONDON COMMUNITY LAW SERVICE
Notes to the Accounts
for the year ended 31 March 2013

Taxation

As a registered charity the company is exempt from income and corporation tax to the extent that its income and gains are applicable to charitable purposes only

Finance and operating leases

Rentals payable in respect of operating leases where substantially all the benefits and risks of ownership remain with the lessor are charged to the Statement of Financial Activities as incurred

Finance leases are accounted for in accordance with the requirements of the Financial Reporting Standard for Smaller Entities (FRSSE), effective April 2008

Funds structure policy

The charity maintains a general unrestricted fund which represents funds which are expendable at the discretion of the trustees in furtherance of the objects of the charity. Such funds may be held in order to finance both working capital and capital investment

Restricted funds have been provided to the charity for particular purposes and it is the policy of the board of trustees to carefully monitor the application of those funds in accordance with the restrictions placed upon them

A fixed asset fund is maintained which represents the written down value of tangible fixed assets and is divided into a restricted fixed asset fund representing the written down value of those assets subject to restrictions, with the balance being in a designated fund representing the written down value of those assets free of restrictions. The detailed operation of these funds is described under the accounting policy 'Capital grants'

There is no formal policy of transfer between funds or on the allocation of funds to designated funds other than that described above

Any other proposed transfer between funds would be considered on the particular circumstances

2 Winding up or dissolution of the charity

If upon winding up or dissolution of the charity there remain any assets after the satisfaction of all debts and liabilities, the assets represented by the accumulated fund shall be transferred to some other charitable body or bodies having similar objects to the charity

This is stated after crediting -	2013	2012
	£	£
Revenue Turnover from ordinary activities	160,932	190,003
and after charging -	2013	2012
	£	£
Depreciation of owned fixed assets	791	1,054
Rentals under operating leases	16,319	16,000
Auditors' Remuneration	500	500
	17,610	17,554

EAST LONDON COMMUNITY LAW SERVICE
Notes to the Accounts
for the year ended 31 March 2013

3 Statement that no expenses were paid to trustees or connected persons

Trustees were reimbursed the expenses incurred on behalf of East London Community Law Service

4 Detailed analysis of certain transactions required by the 2005 revision to the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales (effective April 2005)

Various items of support costs and charitable expenditure which are required by the SORP to be disclosed in the notes to the accounts are set out in the Detailed Schedule to the Statement of Financial Activities and its appendices on pages 7 to 10, which should be read together with these notes

5 Material legacies that have been notified but not included in the Statement of Financial Activities

6 Investment Income	2013	2012
	£	£
Interest Received	17	25
Rental Income (Jubilee Centre)	24,093	39,125
Rental Income (ELCLAS)	8,800	4,550
	<u>32,910</u>	<u>43,700</u>

7 Staff Costs and Emoluments	2013	2012
	£	£
Gross Salaries	130,576	160,287

Numbers of full time employees or full time equivalents	2013	2012
Engaged on charitable activities	5	5

There were no fees or other remuneration paid to the trustees
There were no employees with emoluments in excess of £60,000 per annum

EAST LONDON COMMUNITY LAW SERVICE
Notes to the Accounts
for the year ended 31 March 2013

8 Trustees' Remuneration

Neither the trustees nor any persons connected with them have received any remuneration either in the current year or the prior year

9 Tangible functional fixed assets

	Freehold Land and buildings £	Plant, Machinery & Vehicles £	Total £
Asset cost, valuation or revalued amount			
At 1 April 2012	110,000	64,236	174,236
Surplus on revaluation brought forward	265,000	-	265,000
At 31 March 2013	375,000	64,236	439,236
Accumulated depreciation and impairment provisions			
At 1 April 2012	15,840	61,073	76,913
Depreciation on revaluation	-	-	-
Charge for the year	-	791	791
At 31 March 2013	15,840	61,864	77,704
Net book value			
At 31 March 2013	359,160	2,372	361,532
At 31 March 2012	359,160	3,163	362,323

10 Debtors

	2013 £	2012 £
Debtors	27,902	42,434
Grants Receivable	13,500	12,000
	41,402	54,434

11 Creditors amounts falling due within one year

	2013 £	2012 £
Trade creditors	500	24,846
Accrued expenses	-	70,000
PAYE and NI	12,564	2,452
VAT	3,373	11,633
	16,437	108,931

12 Analysis of the Net Movement in Funds

	2013 £	2012 £
Net movement in funds from Statement of Financial Activities	3,577	(50,957)

EAST LONDON COMMUNITY LAW SERVICE
Notes to the Accounts
for the year ended 31 March 2013

13 Particulars of Individual Funds and analysis of assets and liabilities representing funds
At 31 March 2013

	Unrestricted funds	Designated funds	Restricted funds	Total Funds
	£	£	£	£
Tangible Fixed Assets	80,997	-	280,535	361,532
Current Assets	45,812	-	-	45,812
Current Liabilities	(16,437)	-	-	(16,437)
	<u>110,372</u>	<u>-</u>	<u>280,535</u>	<u>390,907</u>

	£	£	£	£
At 1 April 2012	Unrestricted funds	Designated funds	Restricted funds	Total Funds
Tangible Fixed Assets	83,817	-	278,506	362,323
Current Assets	133,938	-	-	133,938
Current Liabilities	(108,931)	-	-	(108,931)
	<u>108,824</u>	<u>-</u>	<u>278,506</u>	<u>387,330</u>

The individual funds included above are -

	Funds at 2012	Movements in Funds as below	Transfers Between funds	Funds at 2013
	£	£	£	£
Total unrestricted funds	108,824	1,548	-	110,372
Total restricted funds	278,506	2,029	-	280,535
	<u>387,330</u>	<u>3,577</u>	<u>-</u>	<u>390,907</u>

Analysis of movements in funds as shown in the table above

	Incoming Resources £	Outgoing Resources £	Gains & Losses £	Movement in funds £
Total unrestricted funds	8,817	7,269	-	1,548
Total restricted funds	185,025	182,996	-	2,029
	<u>193,842</u>	<u>190,265</u>	<u>-</u>	<u>3,577</u>

14 Endowment Funds

The charity had no endowment funds in the year ended 31 March 2013 or in the year ended 31 March 2012

15 Share Capital

The charity is incorporated under the Companies Acts and is limited by guarantee, each member having undertaken to contribute such amounts not exceeding one pound as may be required in the event of the company being wound up whilst he or she is still a member or within one year thereafter

There are 6 members of the company (2012 - 6 members)

EAST LONDON COMMUNITY LAW SERVICE
Schedule to the Statement of Financial Activities
for the year ended 31 March 2013

Status of this schedule to the Statement of Financial Activities

This schedule is an intrinsic part of the accounts required to comply with the 2008 Revision of the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales effective April 2008. However it is not a part of the statutory accounts required under the provisions of the Companies Act 2006 in relation to incorporated charities.

	Unrestricted Funds 2013 £	Restricted Funds 2013 £	Total Funds 2013 £	Prior Period Total Funds 2012 £
Incoming Resources				
Incoming Resources from generated funds				
Grants, legacies and donations				
Government and public bodies				
Incoming resources of a revenue nature				
Big Lottery fund	-	-	-	70,000
LBWF Legal & Advice Services	-	-	-	12,000
LBWF Jubilee Centre (WFCCC)	-	7,550	7,550	7,711
Total	-	7,550	7,550	89,711
Total Grants, Legacies & Donations Received	-	7,550	7,550	89,711
Gifts in kind, donated services and facilities				
LBWF (Hate crime & domestic violence) Report It	-	79,057	79,057	79,057
Total Gifts in kind, donated services and facilities	-	79,057	79,057	79,057
Other voluntary income				
London Councils	-	-	-	21,235
Sponsorship income	-	70,000	70,000	-
Total other voluntary income	-	70,000	70,000	21,235
Total Voluntary Income	-	156,607	156,607	190,003
Activities for generating funds				
Advice Services	-	4,325	4,325	-
Total of activities for generating funds	-	4,325	4,325	-
Investment Income				
Gift Aid from subsidians	17	-	17	25
Rental Income (Jubilee Centre)	-	24,093	24,093	39,125
Rental Income (ELCLAS)	8,800	-	8,800	4,550
Total Investment Income	8,817	24,093	32,910	43,700
Total Incoming Resources	8,817	185,025	193,842	233,703

EAST LONDON COMMUNITY LAW SERVICE
Schedule to the Statement of Financial Activities
for the year ended 31 March 2013
Status of this schedule to the Statement of Financial Activities

This schedule is an intrinsic part of the accounts required to comply with the 2008 Revision of the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales, effective April 2008. However, it is not a part of the statutory accounts required under the provisions of the Companies Act 2006 in relation to incorporated charities.

	Unrestricted Funds 2013 £	Restricted Funds 2013 £	Total Funds 2013 £	Prior Period Total Funds 2012 £
Charitable expenditure				
<i>Support costs of charitable activities</i>				
<i>Management and administration costs</i>				
<i>In support of charitable activities</i>				
<i>Staff costs in support of charitable activities</i>				
Salaries - Administrative staff	-	130,576	130,576	160,287
	-	130,576	130,576	160,287
<i>Indirect employee costs</i>				
Training and welfare	-	861	861	1,821
Travel and subsistence	-	-	-	2,539
	-	861	861	4,360
<i>Premises Costs</i>				
Rent payable	-	15,833	15,833	16,000
Rates, water and service charges	-	-	-	2,530
Insurance	-	8,994	8,994	3,343
Light and heat	7,269	3,212	10,481	7,988
Cleaning	-	439	439	-
Premises repairs and renewals	-	1,201	1,201	11,355
Distribution Masc Members	-	-	-	52,167
	7,269	29,679	36,948	93,383
<i>General administrative expenses</i>				
Telephone and fax	-	3,596	3,596	2,887
Stationery and printing	-	2,174	2,174	4,398
Computer & Internet Expenses	-	974	974	2,013
Subscriptions	-	1,805	1,805	1,806
Admin cost	-	-	-	1,890
Hire of equipment	-	486	486	-
Software	-	313	313	-
Security and safety costs	-	-	-	305
Advertising and PR	-	1,275	1,275	-
Bank charges	-	132	132	-
Sundry expenses	-	7,436	7,436	6,851
	-	18,191	18,191	20,150
<i>Professional fees in support of charitable activities</i>				
Professional Fees	-	2,398	2,398	4,926
	-	2,398	2,398	4,926
<i>Other support costs</i>				
Depreciation of assets used for charitable purposes	-	791	791	1,054
	-	791	791	1,054
Total Support costs	7,269	182,496	189,765	284,160
<i>Support costs for grants paid</i>				
Total Expended on Charitable Activities	7,269	182,496	189,765	284,160
<i>Governance costs that are not direct management functions inherent in generating funds, service delivery and programme or project work (including management and administration costs)</i>				
<i>Specific governance costs</i>				
Auditors' remuneration	-	500	500	500
Total governance costs	-	500	500	500