

Registered Charity Number
1064266

Registered Company Number
3370871

EAST LONDON COMMUNITY LAW SERVICE

REPORT AND ACCOUNTS

31 MARCH 2020

THURSDAY



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**East London Community Law Service
Report and Accounts
Contents**

	Page
Company Information	1
Trustees Report	2-3
Statement of Trustees responsibilities	4
Independent Examiner's Report	5
Statement of Financial Activities	6
Balance Sheet	7
Notes to the accounts	8-9
Statement of Financial Activities	10

EAST LONDON COMMUNITY LAW SERVICE
Company Information

Trustees

Dr . Qadir Bakhsh MBE (Chairman)
Dr . A Q Sheikh (Vice Chairman)
Mr. Robert Manso
Mr. Said Aweys
Mr. Clive Lucking

Secretary

Mr. Mabrouk Alloune

Independent Examiners

S. ASGHAR & CO
85 Station Road
Harrow
London
HA2 7SW

Bankers

The Co-operative Bank
PO Box 101
1 Ballon Street,
Manchester, M60 4EP

Registered Office

Dahir Community House
702 High Road
Leyton
London E10 6JP

Registered Charity Number
1064266

Company Number
3370871

East London Community Law Service (a company limited by guarantee but without a share capital)

Report of the trustees for the year ended 31st March 2020 Governing Document

Name, registered office and constitution of the charity

The full name of the charity is	East London Community Law Service (ELCLAS)
Date of Incorporation	08/09/1997
Company registration Number	3370871
Registered Office	Dahir Community House, 702 High Road Leyton, London E10, 6JP
Charity Registration Number	1064266

Objectives and Activities

- We provide free advice; information and representation to asylum seekers, migrants and others on matters of housing, debt, and welfare benefits hate crime domestic violence, education, training and employment.
- We work to help provide relief of poverty of asylum seekers, refugees, migrants and other members of the community with restricted income who are resident in the borough by providing free and confidential advice, assistance, counselling, translation and interpretation service in matters of money, debt, welfare benefits , housing health, training and employment.

Review of Activities

East London Community Law Service is still in a phase of regrowth. Again, this year we have been able to show a positive balance in our bank accounts after many years of financial struggle. We have been able to raise some funds through letting some of our facilities to provide the much-needed funds for continuing the work we do for the Refugees and Migrants in the borough. The increased Income from the Jubilee centre has contributed significantly in providing and supporting the range of services we are engaged in and we are very grateful to the Big Lottery Fund in helping us again to improve the condition and facilities at the Centre. The demand for our services has continued to grow even though we do not have a full contingent of staff but our sterling staff with the help of volunteers has coped reasonably well this year. However, the organisation is still struggling to find support for our work.

Our Multicultural Advice Service (MASC) is still operating essentially on a voluntary basis and now includes signposting cases to Citizens Advice bureaux and Victim support in cases where specialist skills are required. Our future plan for funding some level of activity continue to include, asking our partners in the consortium to share our office facilities to increase their contribution to our costs while we continue to seek funding.

Financial Review

The financial results this year shows a decrease state of affairs. The charity recorded a surplus of £4,847 only compared to £16,745 in (2018/2019) this was mainly due to the gratuity payment awarded to the Secretary on his retirement, however there is a significant improvement on the income derived from the private lettings and the Jubilee Centre given the improved condition and facilities.

The Management Committee is now beginning to look more optimistic about the future of the organisation.

Achievement and Performance of the Charity

The charity was able to advice over 1600 clients covering a wide range of ethnic origins, age, sex, religion and disability either face to face or over the phone and signposting.

We assisted asylum seekers and migrant either from the EU or other countries from the day they arrive into the UK in applying for support (National Asylum Support Services) and Welfare benefit according to their circumstances and we were able to achieve a lot of success in securing both accommodation and subsistence support for them.

We assisted clients who were granted refugee status and economic migrants in their difficult transitional period by applying for the right benefits that they are eligible for while waiting to get jobs where they are found fit to work, the total financial amount gained in all the claims we submitted on their behalf was £103.870 according to our AIMS software generated report.

Thanks to the outstanding efforts of our frontline volunteer advisers, we were successful in securing Housing accommodation for over 30 clients threatened with homelessness and easing debt problems for others through securing easy payment plans.

Life in the borough continue to be a struggle not only for migrants and refugees but also for residents finding it hard to meet day to day commitments and we think the local authority could do more to alleviate unnecessary suffering

The Board also wish to extend thanks to our volunteers whose work has enabled the organisation to continue its services with a very acceptable level of efficiency.

Trustee's responsibilities in relation to the financial Statements:

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity at the end of the financial year and of its incoming resources and application of resources, including income and expenditure for the financial year. In doing so the trustees are required to:

1. Select suitable accounting policies and then apply them consistently.
2. Make judgements and estimates that are reasonable and prudent.
3. 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 responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 1985.

The trustees 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.

This report was approved by the trustees on 25.09.2020 and signed on their behalf

Signed: Qadir Bakhsh

Name: QADIR BAKHSH

Independent Examiner's Report to the trustee of East London Community Law Services

I report to the trustees on my examination of the accounts of East London Community Law Services for the year ended 31 March 2020 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes.

Responsibilities and basis of report

As the charity's trustee you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011('the Act'). The trustee considers that an audit is not required for this year under the Charities Act 2011, s.144 (2) (the 2011 Act) and that an independent examination is needed.

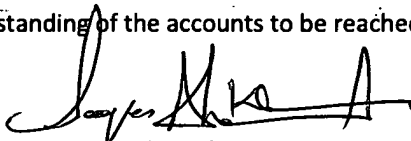
I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I can confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in, any material respect:

- the accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- the accounts do not accord with those records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Waqas Imtiaz Khan (FCCA)

Chartered Certified Accountants

85 Station Road

North Harrow

London

HA2 7SW

East London Community law Service
Statement of Financial Activities
for the year ended 31st March 2020

	notes	Unrestricted Funds 2020	Restricted Funds 2020	Total Funds 2020	Total Funds 2019
Incoming Resources					
Incoming Resources from generated funds					
Grant Funding	2	-	10,000	10,000	9,074
Activities for generating funds	3	81,215		81,215	77,525
Other Income		-			
Total Incoming Resources		<u>81,215</u>	<u>10,000</u>	<u>91,215</u>	<u>86,599</u>
Expenditure					
Cost of charitable activities		74,052	11,230	85,282	67,229
Governance costs		1,086	-	1,086	2,625
Total Resources Expended		<u>75,138</u>	<u>11,230</u>	<u>86,368</u>	<u>69,854</u>
Net Incoming Resources Before Transfers		6,077	- 1,230	4,847	16,745
Total Funds Brought Forward		376,573	-	376,573	359,828
Total Funds Carried Forward		<u>382,650</u>	<u>- 1,230</u>	<u>381,420</u>	<u>376,573</u>

East London Community law Service
Balance Sheet as at 31st March 2020

	notes	2020	2019
Fixed Assets			
Tangible Assets	4	359,160	359,160
Current Assets			
Debtors			
Cash at bank & in hand		23,116	18,269
Total Current assets		<u>23,116</u>	<u>18,269</u>
Current Liabilities			
Amounts due within one year	5	856	856
Net Current assets		<u>22,260</u>	<u>17,413</u>
Total Assets less Current liabilities		<u>381,420</u>	<u>376,573</u>
Long Term Liability	6		
Total Net assets		<u>381,420</u>	<u>376,573</u>
Funds of the Charity			
Unrestricted Accumulated Funds		6,420	1,573
Restricted Accumulated Funds		110,000	110,000
Restricted Fixed asset Revaluation Reserve		265,000	265,000
Total Charity Funds		<u>381,420</u>	<u>376,573</u>

The trustees are satisfied that the company is entitled to exemption under section 477 of the Companies Act 2006 and no notice has been deposited under section 476 of the act requesting that an audit be conducted for the period ended 31st March 2020

The Trustees acknowledge their responsibilities for;

- ensuring the company keeps accounting records which complies with the requirements of section 386 of Companies Act 2006.
- preparing accounts which give a true and fair view of the state of affairs of the company as at the 31st March 2020 and of its income and expenditure for that finance year in accordance with the requirements of section 393, and which otherwise comply with the requirements of the Companies act relating to accounts so far as applicable to the company.

The accounts have been prepared in accordance with the special provisions applicable to small companies.

Approved by the board on: 25 SEPTEMBER 2020

Signed: 
Dr Qadir Bakhsh

Signed: 
Mr Mabrouk Alloune

Chairman, Board Of Trustees

Secretary

East London Community Law Service

Notes to the Accounts for the period ending 31st March 2020

1 Accounting Policies

Accounting Basis

- (a) The Financial statements are prepared under the historic cost basis in accordance with Financial Reporting Standards For Smaller Entities and in compliance with Statements of Recommended Practice applicable to Charities.)
- (b) The organisation's main source of income is from grants and donations. Some income is derived from activities and services provided by the Company.
- (c) Grants received for specific purposes are accounted for as Restricted Funds and are applied in accordance with the terms of the grant.
- (d) Rental Income is included gross in the income and expenditure accounts on a receivable basis
- (e) Income and expenditure relating to the activities of the charity have been taken into account on the accruals basis.

2 Grant Funding(Restricted Funds)

	Year 2020	Year 2019
Big Lottery Jubilee Centre Fund	10,000	9074

3 Income from Activities (Unrestricted Funds)

	Year 2020	Year 2019
Rental Income Jubilee Centre	54,206	42,756
Rental Income ELCLAS	1,620	11,652
Income From Private Lettings	25,389	23,117
	81,215	77,525
Interest Receivable & other Income & donations		-
Donations Received		-

4 Tangible Functional Fixed Assets

	Freehold land & Building	Fixture & Fitting &	Total Fixed Value
At Cost /Valuation/ Revaluation	375,000	64,236	439,236
Additions	-	-	-
At 31st March 2019	375,000	64,236	439,236
Accumulated Depreciation & Impairment value			
Opening balance B/Forward	15,840	64,236	80,076
Charge for the year 2018			
Total Cumulative depreciation	15,840	64,236	80,076
Net Book Value @31st March 2020	359,160		359,160

East London Community Law Service
Notes to the Accounts continue

5 Current Liabilities

	Year 2020	Year 2019
Other Creditors	856	856

6 Long Term Liability

	Year 2020	Year 2019
The Company has a debt with Pension Trust which occurred when it withdrew from the pension scheme in 2005	18,094	-

7 Staff Costs

	Year 2020	Year 2019
Gross Salaries	22,201	15,900
Average Nos of staff equivalent full time	1.00	0.60

8 Fund Structure Policy

The Charity maintains a general unrestricted fund which represents funds which are expendable at the discretion of the trustees in the furtherance of the objects of the charity.

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

The Freehold Land & Building are treated by the requirements of the funder as restricted and are held on trust for the activities of the charity The trustees are not in a position to dispose of the property the detailed operations of this fund is described under the accounting policy " Capital Grants "

9 As a registered charity , the company is exempt from income & corporation tax on income derived from its charitable activities as it falls within the various exemptions available to registered charities

10 No Trustee or management committee member received any remuneration during the year nor were any amounts reimbursed to them in the current year or in the previous year

East London Community Law Service
Statement of Financial Activities
For year ended 31st March 2020

	Notes	Unrestricted Funds 2020	Restricted Funds 2020	Total Funds 2020	Total Funds 2019
Incoming Resources from generated funds					
Grant Funding	2	-	10,000	10,000	-
Activities for generating Funds	3	81,215		81,215	77,525
Other Income		-	-	-	-
Total Income		81,215	10,000	91,215	77,525
Water rates		2,525		2,525	
TV Licence		153	-	153	704
Staff Salaries		22,201		22,201	15,900
Light & Heat		8,095		8,095	7,005
Cleaning		5,758		5,758	5,194
Insurance		1,128		1,128	1,077
Software Support					424
Telephone & internet		1,762		1,762	308
Stationery			-	-	
Gratuity payment		10,000	-	10,000	2,025
Accountancy Fee		860	-	860	600
Bank Charges		60	-	60	54
Jubilee Centre Rent		16,562	-	16,562	17,013
Business & Council Tax Rates		2,564		2,564	1,043
Repairs & Maintenance		1,266	-	1,266	5,362
Sundry Expenses		30	-	30	488
Waste collection expenses		1,305	-	1,305	-
Volunteer Expenses		213	-	213	-
Companies house fees		13	-	13	-
Security System		643	-	643	-
Depreciation		-	-	-	-
Jubilee Centre New flooring project		-	11,230	11,230	
Residential Property Expenses		-	-	-	3,583
Total Resources Expended		75,138	11,230	86,368	60,780
Net Incoming Resources Before Transfers		6,077	1,230	4,847	16,745
Total Funds Brought Forward		376,573		376,573	359,828
Total Funds Carried Forward		382,650	-	381,420	376,573