

Northamptonshire Rights and Equality Council
Charity Number 1097767

Company Number 04734851 (England & Wales)
Company limited by guarantee and not having share capital

REPORT AND FINANCIAL STATEMENTS
For the year ended 31 March 2021



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NORTHAMPTONSHIRE RIGHTS AND EQUALITY COUNCIL

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NORTHAMPTONSHIRE RIGHTS AND EQUALITY COUNCIL
 Company Number 04734851
 Charity Number 1097767

Report of the Trustees
For the year ended 31 March 2021

The trustees, who are also directors of the charity for the purposes of the Companies Act, present their report and their financial statements for the year ended 31 March 2021. The financial statements have been prepared in accordance with the accounting policies set out in the notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice for Charities preparing their accounts in accordance with the Financial Reporting Standard 102 applicable in the UK and the Republic of Ireland (second edition October 2019).

Objectives, Activities and Public Benefit

The charity's objects and its principal activities are to work towards the elimination of all forms of discrimination on the grounds of race, gender, disability, sexual orientation or religion and to provide awareness education and to promote activities which foster understanding between people of diverse backgrounds in order to cultivate good community relations, which is considered by the trustees to be a defined public benefit under the Section 17 of the Charities Act 2011.

This is achieved by carrying out a work program in the following areas:

To provide an effective service to individual complainants of discrimination using all equality enactments. To tackle direct and institutional discrimination, undertaking policy and practice development, with employers and service providers.

To aid the victims of Institutional Discrimination in the area of Immigration and Nationality Law.

To help provide an efficient service to victims of hate incidents, attacks and abuse working on a multi - agency basis in Northamptonshire.

To undertake public legal education.

The Northamptonshire Rights Equality Council could not operate without the help and time given by unpaid volunteers and the Board recognise the invaluable assistance this makes in furthering the aims of the charity.

Achievements and Performance

The trustees consider that the performance of the charity this year has been satisfactory.

Highlights of the work done by the charity during the year include:

Produced six videos with local poets and young people to commemorate Stephen Lawrence Day which were viewed 656 times.

Commemorated Windrush Day with a watch party event and the release of a new short film featuring Roger Robinson's Poem, "Citizen 1" Which has had 109 views.

Developed three short films to raise awareness of pregnancy and maternity discrimination on the themes of working during pregnancy, maternity leave and dismissal which have had collectively 168 views.

Developed two films and an online event over hate crime week with 46 online participants. The event was undertaken in collaboration with Support Northamptonshire and was filmed and has had 70 views

Hosted an event focusing on Stop and Search in Northamptonshire. This event was recorded and has since had 168 views.

Supported Black Lives Matters demonstrations in Northampton, Wellingborough, Kettering, Corby and Higham Ferrers which involved over 1200 participants.

The organization developed and published a Nine point plan to take forward the Black Lives Matter movement's call for action.

Undertook an event in collaboration with Northampton Hope Centre featuring Tre Ventour facilitating a poetry event exploring race, poverty and disproportionality.

For the period 2020/2021 13 cases were opened and closed, and six cases currently remain open.

It was agreed in January 2021 that a higher donation percentage would be asked from Clients who are successfully represented by NREC to achieve a financial settlement from the original 10% to 20% of what is achieved during the settlement.

NREC Represented in one full two day hearing by video conference but was unsuccessful in winning that case.

Three Case Management Discussions were attended by telephone conference.

One Preliminary Hearing was attended by video conference, and another was attended by telephone conference.

Immigration service restarted in June 2021 with two workers registered to undertake OISC Level One Immigration, and Level One Refugee and Asylum.

There were 11 appointment visits to NREC office during this period.

112 enquiries were received and responded to, most were received by telephone enquiries from potential clients, or email. Of these enquiries 13 became clients with opened cases. Of these 112 enquiries it was recorded that 81 were from women, and 32 were from men. 62 enquiries were from Northampton, 16 from Wellingborough, 2 from Daventry, 9 from Kettering, and 3 from Corby and 2 from East Northants.

15 enquiries were in relation to racial discrimination, 16 were in relation to disability, 6 were in relation to pregnancy, 1 was religion and belief, 3 were sexual harassment, 2 were sexual orientation, 2 were enquiries about unfair dismissal, 64 were for advice about legal processes, policies, or procedures, 2 for immigration and 1 for whistleblowing.

Subject to funding the charity aims to deliver the same benefit to the community in the coming year.

NORTHAMPTONSHIRE RIGHTS AND EQUALITY COUNCIL

Report of the Trustees (continued)

For the year ended 31 March 2021

Financial Review

The Statement of Financial Activities shows net income for the year of £20,584. The reserves at the end of the accounting period stand at £60,771 in total, of which £31,487 relate to unrestricted funds.

The main sources of funding in the year were as follows:-

	Restricted Funds	Unrestricted Funds	Total
Kettering Borough Council		5000	5000
Wellingborough Borough Council		15000	15000
Corby Borough Council		1800	1800
Support Northamptonshire		5750	5750
NCF COVID Relief	5960		5960
Homer Foundation	20000		20000
Windrush Justice Fund	5000		5000
Access to Justice Fund	57764		57764
Adapt & Respond	10000		10000
Lottery COVID Response	8983		8983
NCF Co-op Food Fund	2978		2978
NCF NET Fund	2937		2937
	113622	27550	141172

Structure, Governance and ManagementGoverning document

The charity is constituted as a company limited by guarantee, and is therefore governed by articles of association, latest version 16.07.2012.

Organisation

The charity is organised so that the trustees meet regularly to manage its affairs. There was a full time Chief Executive who managed the day to day administration of the charity, organised fund-raising initiatives and dealt with the objects and principal activities of the charity in conjunction with other members of staff. This post was made redundant on 31.12.2018 and its function shared between part time staff and unpaid board members from 01.01.2019 onwards.

The Board comprises 12 persons elected by ballot by the company at its Annual General Meeting and up to another 6 persons may be co-opted by the board itself, including representatives from any sub committees that are from time to time in existence. The elected members of the Board are chosen by means of a secret ballot at the Annual General Meeting or by postal ballot immediately prior to the Annual General Meeting of the company. One third of the elected members are chosen this way every year. They serve for three years and at the conclusion of the third Annual General Meeting after their election they are required to resign. They are however eligible to stand for re-election at that same Annual General Meeting.

For the purposes of enabling the Board to fulfil its functions more effectively the Board may during each year co-opt persons to serve as members of the Board until the next Annual General Meeting.

The nominees of one or more local authorities to the Board serve for one year from the time of their appointment and are eligible for re-appointment if the local authority so wishes. The local authorities may at any time replace one or more of their nominees.

Board decisions are made by the vote of the majority of the members of the Board present and voting at any given Board Meeting. The quorum for the meetings is three directors present and able to vote. Co-optees who are members of the company are voting members of the Board. Co-optees who are not members of the company have the right to speak but not to vote at the meetings of the Board.

New trustees are given an induction training session by the chief executive which covers inter alia:

- NREC Policy and Procedure
- NREC Handbook given and discussed
- NREC Constitution given and discussed
- NREC's legal status and responsibilities
- Role of the NREC explained and discussed
- Management and Organisational arrangements discussed
- Future training and development needs discussed

The Trustees endeavour to assess the risk of NREC projects so that the image and reputation of the NREC is maintained and it delivers a high standard of service.

NORTHAMPTONSHIRE RIGHTS AND EQUALITY COUNCIL

Report of the Trustees (continued)
For the year ended 31 March 2021

Reference and Administrative Details of the Charity, its Trustees and Advisors

The charity is constituted as a company limited by guarantee, and is therefore governed by articles of association, latest version 16.07.2012.

Company Number	04734851 Company limited by guarantee and not having a share capital	
Charity Number	1097767	
Registered Office	c/o Northampton College Oak Building, Booth Lane Northampton United Kingdom NN3 3RF Telephone : 01604 400808	
Website	www.northantsrec.org	
Directors and Trustees	Siobhan Hyland Melanie Crofts Paul Crofts Alaine Holland Caroline Cross Lovelace Owusu-Asante John O'Neil Tre Ventour William Reid Charlene Brent Siobhan Tatum Martin Sawyer Christopher Nelson Wendi Buchanan	Chair Vice chair Treasurer
Company Secretary	Martin Sawyer	
Chief Executive Officer	Anjona Roy	
Bankers	Unity Trust Bank plc Nine Brindleyplace 4 Oozells Square Birmingham B1 2HB	
Independent examiner	Kunal Thakrar ACA, of Harish Thakrar Ltd Chartered Accountants 29-31 Finedon Road Wellingborough Northants NN8 4AS	

NORTHAMPTONSHIRE RIGHTS AND EQUALITY COUNCIL

Report of the Trustees (continued)
For the year ended 31 March 2021**Investment Policy**

The charity has no investments except its bank balance which earned no interest. The Unity Trust Bank was chosen by the Board as being the most appropriate bank since its ethical values and goals are congruent with the ethos of the charity.

Reserves policy

It is the policy of the charity to maintain unrestricted funds at a level which equates to approximately 3 months' expenditure, together with the sum needed to cover potential redundancy costs of employees should funding lines significantly reduce. This provides sufficient funds to cover management and administration and support costs. The charity aims to maintain funds at this level throughout the year. Unrestricted Funds are £31,487 at 31.03.2021 which is less than one year of expenses.

Directors and trustees

All directors of the company are also trustees of the charity, and there are no other trustees. All of the trustees named on page 4 served throughout the period unless otherwise stated. The Board has the power to appoint up to six persons as co-opted trustees as it considers fit to do so.

Trustees' responsibilities in relation to the financial statements

The trustees are required by company law to prepare financial statements for each financial year which give a true and fair view of the financial activities of the charity and of its financial position at the end of the year. In preparing those financial statements the trustees are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether the policies adopted are in accordance with the Companies Act 2006 and with applicable accounting standards and statements of recommended practice, subject to any material departures disclosed and explained in the financial statements.
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate 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 2006. 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.

Small company rules

This report has been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

Independent Examiners

A resolution proposing Kunal Thakrar ACA of Harish Thakrar Ltd, Chartered Accountants, be re-appointed as independent examiner of the charity will be put to the Annual General Meeting.

Approval

This report was approved by the Board of the Northamptonshire Rights and Equality Council on 12 July 2021 and signed on their behalf.

Siobhan Hyland
Chair



NORTHAMPTONSHIRE RIGHTS AND EQUALITY COUNCIL

**Independent Examiner's Report to the Directors and Trustees of
NORTHAMPTONSHIRE RIGHTS AND EQUALITY COUNCIL
For the year ended 31 March 2021**

I report to the trustees, who are also directors for the purpose of company law, on my examination of the financial statements of Northamptonshire Rights and Equality Council for the year ended 31 March 2021 which are set out on the pages 7 to 11.

This report is made solely to the charity's trustees, as a body, in accordance with section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for my work, for this report, or for the opinions I have formed.

Responsibilities and basis of report

As the trustees of the charitable company you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

Having satisfied myself that the financial statements of the charitable company are not required to be audited under Part 16 of the Act and are eligible for independent examination, I report in respect of my examination of the charitable company's financial statements carried out under section 145 of the Charities Act 2011 ("the 2011 Act") and in carrying out my independent examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the financial statements. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently I express no opinion as to whether the financial statements give a "true and fair" view and my report is limited to those specific matters set out in the independent examiner's statement.

Independent examiner's statement

I have completed my examination. I 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:

- * accounting records were not kept in respect of the charitable company as required by section 386 of the 2006 Act; or
- * the financial statements do not accord with those records; or
- * the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the financial statements give a "true and fair" view which is not a matter considered as part of an independent examination; or
- * the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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 financial statements to be reached.



Kunal Thakrar ACA
on behalf of
Harish Thakrar Ltd
Chartered Accountants
29-31 Finedon Road
Wellingborough
Northants
NN8 4AS

12 July 2021

NORTHAMPTONSHIRE RIGHTS AND EQUALITY COUNCIL

Company Number 04734851

Charity Number 1097767

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

For the year ended 31 March 2021

	Notes	2021 Restricted Funds £	2021 Unrestricted Funds £	2021 Total Funds £	2020 Total Funds £
<u>Incoming resources</u>					
Donations & legacies					
Donations	2	0	3624	3624	3067
Grants	3	113622	30147	143769	69110
Income from Charitable Activities	4	0	4186	4186	4370
Investment income - bank interest		0	0	0	0
Total income		<u>113622</u>	<u>37957</u>	<u>151579</u>	<u>76547</u>
<u>Charitable expenditure</u>					
Direct costs	5	118814	7208	126022	23250
Governance costs	6	0	3205	3205	1050
Indirect support costs	7	0	1768	1768	15552
Total expenditure		<u>118814</u>	<u>12181</u>	<u>130995</u>	<u>39852</u>
Net income/ (expenditure) for the year		<u><u>-5192</u></u>	<u><u>25776</u></u>	<u><u>20584</u></u>	<u><u>36695</u></u>

NORTHAMPTONSHIRE RIGHTS AND EQUALITY COUNCIL

Company Number 04734851

Charity Number 1097767

Balance Sheet at 31 March 2021

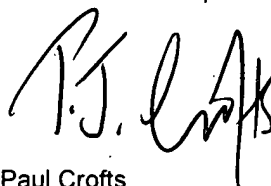
		2021		2020	
	Note	£	£	£	£
Fixed assets					
Tangible assets	9		0		1
Current assets					
Debtors	10	336		8706	
Bank and cash		73169		42529	
		<u>73505</u>		<u>51235</u>	
Creditors amounts falling due within one year	11	<u>12734</u>		<u>11049</u>	
Net current assets			60771		40186
Total assets less current liabilities			60771		40187
Net assets			<u>60771</u>		<u>40187</u>
Represented by :					
Funds					
Restricted funds	12		29284		34476
Unrestricted funds	13		31487		5711
			<u>60771</u>		<u>40187</u>

The directors consider that the company is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006. Members have not required the company, under section 476 of the Companies Act 2006, to obtain an audit for the year ended 31 March 2020. The directors acknowledge their responsibility for ensuring that the company keeps accounting records which comply with sections 386 of the Companies Act 2006 and for preparing accounts which give a true and fair view of the state of affairs of the company as at 31 March 2020 and of its surplus for the year then ended in accordance with the requirements of s.396 and which otherwise comply with the requirements of the Act relating to the accounts so far as applicable to the company.

The financial statements, which have been prepared in accordance with the special provisions relating to companies within the small companies regime within Part 15 of the Companies Act 2006 were approved by the board on 12 July 2021 and signed on its behalf.



Siobhan Hyland
Director and Trustee



Paul Crofts
Director and Trustee

NORTHAMPTONSHIRE RIGHTS AND EQUALITY COUNCIL

Notes to the Accounts For the year ended 31 March 2021

1. Accounting policies

1.1 Basis of preparation of accounts

The financial statements are prepared under the historical cost convention and also in accordance with the accounting policies set out in the notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice for Charities preparing their accounts in accordance with the Financial Reporting Standard 102 applicable in the UK and the Republic of Ireland.

1.2 Going concern

The financial statements have been prepared on a going concern basis which assumes that future funding will be available. At the date of signing of the accounts certain grant providers have not indicated the level of funding for the next 12 months. If significant material grants are not forthcoming at their renegotiation and renewal dates nor replacement funding found there could be significant concern about the appropriateness of the going concern assumption underlying the preparation of the accounts.

1.3 Fund accounting

Income and expenditure is allocated between funds in the Statement of Financial Activities Income and Expenditure Account as follows:-

Restricted funds where the donor has restricted the way in which the income can be spent.

Unrestricted funds where the donor has made no stipulation in the way the income is spent and where the charity may use funds in any way it sees fit in order to pursue its charitable objectives.

Designated funds where unrestricted funds have been earmarked by the Board for a particular charitable purpose.

1.4 Incoming resources

Voluntary income and donations are included in incoming resources when they are receivable except when donors' conditions have not been fulfilled, then the income is deferred. The income from fund-raising ventures is shown gross, with the associated costs included in fund-raising costs.

Grants for capital items are released to revenue over the period of the life of the assets to which the grants relate. Deferred grant income is carried forward at the balance sheet date equivalent to the net book value of the related asset.

1.5 Resources expended

Resources expended are included in the Statement of Financial Activities on an accruals basis, inclusive of any VAT which cannot be recovered.

Expenditure which is directly attributable to specific activities has been included in these cost categories.

Where costs are attributable to more than one activity, they have been apportioned across the cost categories on a basis consistent with the use of these resources.

1.6 Pension costs-defined contribution schemes

Contributions made are charged to the Statement of Financial Activities as they become payable. All pensions are paid to independent pension providers where the pension fund assets are administered separately from the company.

1.7 Tangible fixed assets

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives as follows:

Computer equipment	33.33% straight line basis
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1.8 Charitable activities

These include the direct salary, national insurance and pension costs involved in the employment of members of staff who within their various fields of competence and experience deliver front line advice and training on discrimination and associated matters.

1.9 Charitable activities - governance

This includes independent examination fees.

1.10 Charitable activities - indirect support costs

Indirect Support Costs include all expenditure not directly related to the charitable activity or fund-raising ventures. This includes costs of running office premises, staff salaries for administrative staff and depreciation.

1.11 Voluntary work and services received

The charity benefits from the many thousands of voluntary hours and unclaimed out of pocket expenses contributed by a large number of supporters. It would be impossible to place a value on all these gifts in kind, without which much of the work undertaken by the charity could not be achieved.

NORTHAMPTONSHIRE RIGHTS AND EQUALITY COUNCIL

Notes to the Accounts (continued)
For the year ended 31 March 2021

Donations and Legacies	Restricted Funds 2021 £	Unrestricted Funds 2021 £	Total 2021 £	Total 2020 £
2. Donations				
Donations & subscriptions	0	3624	3624	3067
	<u>0</u>	<u>3624</u>	<u>3624</u>	<u>3067</u>
3. Grants received				
Kettering Borough Council		5000	5000	5000
Wellingborough Borough Council		15000	15000	15000
Corby Borough Council		1800	1800	1800
Support Northamptonshire		5750	5750	
HMRC - job retention scheme		2597	2597	
NCF COVID Relief	5960		5960	
Horner Foundation	20000		20000	16681
Windrush Justice Fund	5000		5000	
Access to Justice Fund	57764		57764	
Adapt & Respond	10000		10000	
Lottery COVID Response	8983		8983	
NCF Co-op Food Fund	2978		2978	
NCF NET Fund	2937		2937	
Office of PCC			0	6000
NUUT			0	11000
Awards For All			0	9610
Tesco Groundwork			0	1000
Clothworkers Foundation			0	3019
	<u>113622</u>	<u>30147</u>	<u>137854</u>	<u>69110</u>
4. Income from charitable activities				
Fund-raising			0	
Income from training	0	4186	4186	4370
	<u>0</u>	<u>4186</u>	<u>4186</u>	<u>4370</u>
5. Charitable activities - direct costs				
Project work & partnership events	32364	650	33014	
Postage, printing and stationery	1773		1773	
Wages and salaries	67516	1236	68752	23250
Employers NIC		1825	1825	
Pension contributions - defined contribution scheme		3497	3497	
Telephone	2313		2313	
Events	600		600	
Marketing	4919		4919	
Training	3042		3042	
Payroll	450		450	
Travel and subsistence	646		646	
IT costs	4705		4705	
Rent	104		104	
Insurance	52		52	
Subscriptions	130		130	
Book keeping	200		200	
	<u>118814</u>	<u>7208</u>	<u>126022</u>	<u>23250</u>
6. Charitable activities - governance costs				
Book keeping		2260	2260	1050
Independent examination		945	945	
	<u>0</u>	<u>3205</u>	<u>3205</u>	<u>1050</u>
7. Charitable activities - indirect support costs				
Office rent and services (including depreciation)		1000	1000	11387
Other administrative costs		768	768	4165
	<u>0</u>	<u>1768</u>	<u>1768</u>	<u>15552</u>

8. Staff

No remuneration was paid to trustees in the year (2020 £ nil).

The average monthly number of staff employed during the year was 3 (2020: 2)

No employee received remuneration of more than £60,000.

3 (2020 - 2) employees had contributions accruing during the year under money purchase pension schemes.

NORTHAMPTONSHIRE RIGHTS AND EQUALITY COUNCIL

Notes to the Accounts (continued)
For the year ended 31 March 2021

9. Tangible Fixed Assets

Furniture &
Equipment
£

Cost or valuation

At 1 April 2020
 Additions during the year
 Disposals during the year
 At 31 March 2021

12733
 0
 0
12733

Depreciation

At 1 April 2020
 Charge for the year
 Eliminated on disposal
 At 31 March 2021

12732
 1
 0
12733

Net book value at 31st March 2021

0

Net book value at 31st March 2020

1

10. Debtors

	2021 £	2020 £
Prepayments	336	241
Other debtors	0	8465
	<u>336</u>	<u>8706</u>

11. Creditors amounts falling due within one year

	2021 £	2020 £
Accruals	12223	10695
Other creditors	511	354
	<u>12734</u>	<u>11049</u>

NORTHAMPTONSHIRE RIGHTS AND EQUALITY COUNCIL

Notes to the Accounts (continued)

For the year ended 31 March 2021

12. Restricted Funds

	Harner Foundation	Police and Crime Commissioner	Groundwork UK	NUJUT	Awards For All	NCF Covid Relief	Windrush Justice Fund	Access to Justice Fund	Adapt and Respond	Lottery Covid Relief	NCF Co-op Food Fund	NCF NET Fund	Total
At 1 April 2020	8258	6000	1000	11000	8218	0	0	0	0	0	0	0	34478
Incoming Resources	20000	0	0	0	0	5960	5000	57764	10000	8883	2878	2837	113822
Outgoing Resources	-14074	-6000	0	0	-7716	-5960	-2400	-57764	-10000	-8883	-2878	-2837	-118814
Transfers	0	0	0	0	0	0	0	0	0	0	0	0	0
At 31 March 2021	14184	0	1000	11000	500	0	2600	0	0	0	0	0	29284

13. Unrestricted funds

At 1 April 2020	5711
Incoming Resources	37957
Outgoing Resources	-12181
Transfers	
At 31 March 2021	31487

14. Contingent Liabilities

Future funding for the charity is subject to the discretion of grant providers. Given this situation the directors consider it prudent to note that if at any time future funding dried up or reduced to an unsustainable level and the two current employees had to be made redundant the level of the charity's activities would have to be scaled back and, in the worst case scenario, cease altogether.

15. General Information

Northamptonshire Rights and Equality Council is a company limited by guarantee and incorporated in England. Its registered office is Oak Building c/o Northampton College, Booth Lane, Northampton. Its company number is 04734851. The company is also registered with the Charities Commission in England. Its registered charity number is 1097767. The financial statements are presented in sterling which is the functional currency of the company.