

Charity Registration No. 1088411

Company Registration No. 04198889 (England and Wales)

**HUMAN RIGHTS & EQUALITIES CHARNWOOD  
TRUSTEES' REPORT AND ACCOUNTS  
FOR THE YEAR ENDED 31 MARCH 2013**

# HUMAN RIGHTS & EQUALITIES CHARNWOOD

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	T Shaw A Payne L Shaw D Green S Phipps N Shukla P Joyce J Vincent
<b>Secretary</b>	P Lewis
<b>Charity number</b>	1088411
<b>Company number</b>	04198889
<b>Principal address</b>	66 Nottingham Road Loughborough Leicestershire LE11 1EU
<b>Registered office</b>	66 Nottingham Road Loughborough Leicestershire LE11 1EU
<b>Auditors</b>	Marsh & Moss Limited The Gables Bishop Meadow Road Loughborough Leicestershire LE11 5RE
<b>Bankers</b>	Lloyds TSB Bank Plc High Street Loughborough Leicestershire LE11 2QG

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# HUMAN RIGHTS & EQUALITIES CHARNWOOD

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# HUMAN RIGHTS & EQUALITIES CHARNWOOD

## TRUSTEES' REPORT

### *FOR THE YEAR ENDED 31 MARCH 2013*

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The trustees present their report and accounts for the year ended 31 March 2013.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's governing document, the Companies Act 2006 and the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005.

#### **Structure, governance and management**

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

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

A Williams	(Resigned 27 June 2012)
T Shaw	
J Miah	(Resigned 27 June 2012)
V Watts	(Resigned 27 June 2012)
A Payne	
D Thomas	(Resigned 27 June 2012)
L Shaw	
A Bava	(Resigned 27 June 2012)
D Green	
A Shahid	(Resigned 27 June 2012)
S Phipps	(Appointed 27 June 2012)
N Shukla	(Appointed 27 June 2012)
P Joyce	
J Vincent	(Appointed 27 June 2012)

New trustees are introduced to the workings of the charity. During the past year all the trustees were able to attend a day's dedicated induction training on their role as a trustee. This concentrated on planning the future direction of the organisation. Trustees are encouraged to identify training needs and attend appropriate external courses.

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

Partnership is key to the charity's method of working. Financial support is given by Leicestershire County Council, Charnwood Borough Council, Equality and Human Rights Commission, The Big Lottery and the British Council to carry out work programmes for them.

The charity also works in partnership with statutory bodies, the Bangladeshi Community Project, Loughborough Council of Faiths, Charnwood Refugee and Asylum Seekers Forum, Hate Incident Action Group, The Race Equality Centre (Leicester), Leicester LGB&T Centre and the Minorities of Europe.

The charity also has 3 co-option members during the year, these are as follows:

R Khan  
M Alonso  
J O'Brien

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

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# HUMAN RIGHTS & EQUALITIES CHARNWOOD

## TRUSTEES' REPORT (CONTINUED)

### *FOR THE YEAR ENDED 31 MARCH 2013*

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

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

#### **Objectives and activities**

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

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

#### **Achievements and performance**

To monitor and improve its performance, the trustees have adopted Practical Quality Assurance System for Small Organisations (PQASSO). Under this we are reviewing all aspects of policy and procedures, making improvements where necessary.

Since widening our activities across all the equality strands, we have endeavoured to reflect this diversity in our membership, relationships with people and organisations across the Borough of Charnwood.

During the year we secured a 5 year Big Lottery Funded project working with women from South Asian backgrounds and a capital project to extend our premises to provide a confidential meeting room and disabled toilet facilities.

During the year we continued to provide the following services:

Welfare Benefits & Immigration/Nationality Work.

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

Hate Incident Action Project

This project, funded by the Equality and Human Rights Commission, came to an end in December 2012. It was established in cooperation with Charnwood Borough Council and Leicestershire Constabulary. It carried out hate incident casework, facilitated centres where hate incidents could be reported and gave hate incident training. Charnwood Borough Council have incorporated this work under their Joint Action Group.

Youth Task Group

The group works in partnership with Minorities of Europe to organise conferences around "Mainstreaming Intercultural Learning in Youth Work".

We have a website which includes material from our trustees and links to other relevant sites [www.humanrightsandequalitiescharnwood.org](http://www.humanrightsandequalitiescharnwood.org). We have continued to improve our site during the year. We are also now on Twitter and Facebook.

Following the new extension to our premises, the trustees has the property re-valued.

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# HUMAN RIGHTS & EQUALITIES CHARNWOOD

## TRUSTEES' REPORT (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2013*

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### **Financial review**

The charity has total unrestricted funds carried forward of £39,718 (2012: £56,498) a decrease of £16,780.

### **Auditors**

A resolution proposing that Marsh & Moss Limited be reappointed as auditors of the company will be put to the members.

On behalf of the board of trustees

**T Shaw**

Trustee

Dated: 12 June 2013

# HUMAN RIGHTS & EQUALITIES CHARNWOOD

## STATEMENT OF TRUSTEES' RESPONSIBILITIES

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

Company law requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent; and
- prepare the accounts on the 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 that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts 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.

# HUMAN RIGHTS & EQUALITIES CHARNWOOD

## INDEPENDENT AUDITORS' REPORT

### TO THE TRUSTEES OF HUMAN RIGHTS & EQUALITIES CHARNWOOD

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We have audited the accounts of Human Rights & Equalities Charnwood for the year ended 31 March 2013 set out on pages 7 to 19. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charity's trustees, as a body, in accordance with section 144 of the Charities Act 2011 and regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditors' 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 its trustees as a body, for our audit work, for this report, or for the opinions we have formed.

#### **Respective responsibilities of trustees and auditors**

As explained more fully in the statement of trustees' responsibilities, the trustees, who are also the directors of Human Rights & Equalities Charnwood for the purposes of company law, are responsible for the preparation of the accounts and for being satisfied that they give a true and fair view.

The trustees have elected for the accounts 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 regulations made under section 154 of that Act.

Our responsibility is to audit and express an opinion on the accounts in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

#### **Scope of the audit of the accounts**

An audit involves obtaining evidence about the amounts and disclosures in the accounts sufficient to give reasonable assurance that the accounts 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 accounts. In addition, we read all the financial and non-financial information in the Trustees' Annual Report to identify material inconsistencies with the audited accounts. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

#### **Opinion on accounts**

In our opinion the accounts:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2013 and of its incoming resources and application of resources, including its income and expenditure, 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 Companies Act 2006.



# HUMAN RIGHTS & EQUALITIES CHARNWOOD

## INDEPENDENT AUDITORS' REPORT (CONTINUED)

### TO THE TRUSTEES OF HUMAN RIGHTS & EQUALITIES CHARNWOOD

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#### **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' Report is inconsistent in any material respect with the accounts; or
- the charitable company has not kept adequate accounting records; or
- the accounts 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.

#### **Marsh & Moss Limited**

##### **Accountants and Statutory Auditor**

The Gables  
Bishop Meadow Road  
Loughborough  
Leicestershire  
LE11 5RE

Dated: 12 June 2013

Marsh & Moss Limited is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006

# HUMAN RIGHTS & EQUALITIES CHARNWOOD

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2013

	Notes	Unrestricted funds £	Restricted funds £	Total 2013 £	Total 2012 £
<b><u>Incoming resources from generated funds</u></b>					
Donations and legacies	2	248	-	248	778
Investment income	3	5	-	5	7
		253	-	253	785
Grants receivable	4	91,811	197,222	289,033	177,611
Other income	5	843	-	843	834
<b>Total incoming resources</b>		<b>92,907</b>	<b>197,222</b>	<b>290,129</b>	179,230
<b><u>Resources expended</u></b>					
	6				
<b>Charitable activities</b>					
Hate Incident Project		-	52,911	52,911	68,317
Lottery grant		-	23,955	23,955	-
Promotion of equality and opportunity		108,242	-	108,242	80,502
Lloyds TSB Foundation		-	-	-	6,476
Awards for All (IT equipment)		-	271	271	784
LCC Forced Marriage		-	3,933	3,933	767
Youth Task Group		-	78,303	78,303	16,494
Prevent grant		-	-	-	6,206
In Bloom grant		-	395	395	-
Leicestershire Council for Voluntary Youth		-	320	320	-
<b>Total charitable expenditure</b>		<b>108,242</b>	<b>160,088</b>	<b>268,330</b>	179,546
Governance costs		2,137	1,102	3,239	3,119
<b>Total resources expended</b>		<b>110,379</b>	<b>161,190</b>	<b>271,569</b>	182,665
<b>Net (outgoing)/incoming resources before transfers</b>		<b>(17,472)</b>	<b>36,032</b>	<b>18,560</b>	<b>(3,435)</b>
Gross transfers between funds		692	(692)	-	-
<b>Net (expenditure)/income for the year/ Net movement in funds</b>		<b>(16,780)</b>	<b>35,340</b>	<b>18,560</b>	<b>(3,435)</b>
Fund balances at 1 April 2012		56,498	10,137	66,635	70,070
<b>Fund balances at 31 March 2013</b>		<b>39,718</b>	<b>45,477</b>	<b>85,195</b>	66,635

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

# HUMAN RIGHTS & EQUALITIES CHARNWOOD

## BALANCE SHEET

AS AT 31 MARCH 2013

	Notes	2013		As restated 2012	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	9		92,533		68,018
<b>Current assets</b>					
Debtors	10	15,928		10,316	
Cash at bank and in hand		40,602		27,205	
			56,530		37,521
<b>Creditors: amounts falling due within one year</b>	11	(40,470)		(13,208)	
<b>Net current assets</b>			16,060		24,313
<b>Total assets less current liabilities</b>			108,593		92,331
<b>Creditors: amounts falling due after more than one year</b>	12		(23,398)		(25,696)
<b>Net assets</b>			85,195		66,635
<b>Income funds</b>					
Restricted funds:	13				
Hate Incident Action Project		-		374	
Lottery grant		41,516		-	
Other restricted funds		3,961		9,763	
			45,477		10,137
Unrestricted funds			39,718		56,498
			85,195		66,635

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2013, although an audit has been carried out under section 144 of the Charities Act 2011. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these accounts under the requirements of the Companies Act 2006.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

# **HUMAN RIGHTS & EQUALITIES CHARNWOOD**

## **BALANCE SHEET (CONTINUED)**

***AS AT 31 MARCH 2013***

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These accounts have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

The accounts were approved by the Board on 12 June 2013

T Shaw  
**Trustee**

**Company Registration No. 04198889**

# HUMAN RIGHTS & EQUALITIES CHARNWOOD

## NOTES TO THE ACCOUNTS

### FOR THE YEAR ENDED 31 MARCH 2013

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#### 1 Accounting policies

##### 1.1 Basis of preparation

The accounts have been prepared under the historical cost convention.

The going concern basis is dependent on the charity continuing to receive grant funding. The funding received from Leicestershire County Council and Charnwood Borough Council is secure until March 2014 and the Awards for All funding is committed for 5 years. The trustees are confident that the grant funding will continue on a basis that will provide the charity with sufficient resources for the foreseeable future. It is on this basis that the trustees consider it appropriate to prepare the financial statements on the going concern basis and the financial statements do not include any adjustments that may result should this grant funding not continue.

The accounts have been prepared in accordance with applicable accounting standards, the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005 and the Companies Act 2006.

##### 1.2 Incoming resources

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

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

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

##### 1.3 Resources expended

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

##### 1.4 Tangible fixed assets and depreciation

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

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

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

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

##### 1.5 Foreign currency translation

Transactions denominated in foreign currencies are recorded at the rate ruling at the date of the transaction.

Monetary assets and liabilities denominated in foreign currencies are translated into sterling at the rates of exchange ruling at the balance sheet date. All differences are included in net outgoing resources.

# HUMAN RIGHTS & EQUALITIES CHARNWOOD

## NOTES TO THE ACCOUNTS (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2013**

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### **1 Accounting Policies** **(continued)**

#### **1.6 Fund accounting**

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

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

Investment income and gains are allocated to the specific fund.

#### **1.7 Value Added Tax**

The Charity is not required to register for VAT. All income and expenses include VAT where applicable.

### **2 Donations and legacies**

	<b>2013</b>	2012
	<b>£</b>	£
Donations and gifts	<b>248</b>	778

### **3 Investment income**

	<b>2013</b>	2012
	<b>£</b>	£
Interest receivable	<b>5</b>	7

# HUMAN RIGHTS & EQUALITIES CHARNWOOD

## NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2013

### 4 Grants receivable

	Unrestricted funds £	Restricted funds £	Total 2013 £	Total 2012 £
Leicestershire County Council	51,509	-	51,509	56,209
Charnwood Borough Council	19,302	-	19,302	23,509
Loughborough Council of Faiths	1,500	-	1,500	3,300
Leicester Race Equality Centre	10,000	-	10,000	-
Hate Incident Project	-	49,819	49,819	69,700
Charnwood Disability Forum	-	-	-	500
Awards for All (IT equipment)	-	-	-	4,500
The Henry Smith Charity	9,500	-	9,500	-
Youth Task Group	-	78,660	78,660	16,393
Vodafone grant	-	2,750	2,750	-
In Bloom grant	-	360	360	-
Lottery grant	-	65,633	65,633	-
East Midlands Racial Equality Consortium	-	-	-	3,500
	<u>91,811</u>	<u>197,222</u>	<u>289,033</u>	<u>177,611</u>
<u>Deferred grant income</u>				
Leicestershire County Council			4,292	3,989
Lottery grant			3,991	-
			<u>8,283</u>	<u>3,989</u>

### 5 Other income

	2013 £	2012 £
Other income	<u>843</u>	<u>834</u>

# HUMAN RIGHTS & EQUALITIES CHARNWOOD

## NOTES TO THE ACCOUNTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2013

#### 6 Total resources expended

	Staff costs £	Depreciation and impairment £	Other costs £	Total 2013 £	Total 2012 £
<b>Charitable activities</b>					
<u>Hate Incident Project</u>					
Activities undertaken directly	47,640	169	5,102	52,911	68,317
<u>Lottery grant</u>					
Activities undertaken directly	7,323	15,007	1,625	23,955	-
<u>Promotion of equality and opportunity</u>					
Activities undertaken directly	75,773	24,610	7,859	108,242	80,502
<u>Lloyds TSB Foundation</u>					
Activities undertaken directly	-	-	-	-	6,476
<u>Awards for All (IT equipment)</u>					
Activities undertaken directly	-	-	271	271	784
<u>LCC Forced Marriage</u>					
Activities undertaken directly	-	-	3,933	3,933	767
<u>Prevent Grant</u>					
Activities undertaken directly	-	-	-	-	6,206
<u>Youth Task Group</u>					
Activities undertaken directly	-	-	78,303	78,303	16,494
<u>In Bloom grant</u>					
Activities undertaken directly	-	-	395	395	-
<u>Leicestershire Council for Vountary Youth Service</u>					
Activities undertaken directly	-	-	320	320	-
	<b>130,736</b>	<b>39,786</b>	<b>97,808</b>	<b>268,330</b>	179,546
<b>Governance costs</b>	-	-	<b>3,239</b>	<b>3,239</b>	3,119
	<b>130,736</b>	<b>39,786</b>	<b>101,047</b>	<b>271,569</b>	182,665

Governance costs includes payments to the auditors of £3,239 (2012- £3,119) for audit fees.



# HUMAN RIGHTS & EQUALITIES CHARNWOOD

## NOTES TO THE ACCOUNTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2013

Other costs are analysed below:	<b>2013</b>	2012
	<b>£</b>	£
Direct project expenditure	81,602	21,266
Rates	592	549
Insurance	2,849	2,801
Light and heat	1,842	1,275
Repairs and maintenance	914	646
Postage, printing and stationary	2,075	2,393
Telephone	1,522	1,613
Travel	743	278
Affiliation	78	33
Mortgage interest	1,364	1,467
Training	840	164
General	2,307	1,359
Bank charges	215	215
Foreign exchange rate movement	865	-
	<u><b>97,808</b></u>	<u>34,059</u>

#### 7 Trustees

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

#### 8 Employees

##### Number of employees

The average monthly number of employees during the year was:

	<b>2013</b>	2012
	<b>Number</b>	Number
Charitable activities	<b>6</b>	7
Management and administration	<b>1</b>	1
	<u><b>7</b></u>	<u>8</u>

##### Employment costs

	<b>2013</b>	2012
	<b>£</b>	£
Wages and salaries	<b>120,940</b>	135,103
Social security costs	<b>9,796</b>	9,451
	<u><b>130,736</b></u>	<u>144,554</u>

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

# HUMAN RIGHTS & EQUALITIES CHARNWOOD

## NOTES TO THE ACCOUNTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2013

#### 9 Tangible fixed assets

	Land and buildings £	Office equipment £	Fixtures and fittings £	Total £
<b>Cost</b>				
At 1 April 2012	65,000	17,711	3,096	85,807
Additions	62,003	2,298	-	64,301
<b>At 31 March 2013</b>	<b>127,003</b>	<b>20,009</b>	<b>3,096</b>	<b>150,108</b>
<b>Depreciation</b>				
At 1 April 2012	-	15,163	2,626	17,789
Charge for the year	-	1,212	71	1,283
Impairment	38,503	-	-	38,503
<b>At 31 March 2013</b>	<b>38,503</b>	<b>16,375</b>	<b>2,697</b>	<b>57,575</b>
<b>Net book value</b>				
<b>At 31 March 2013</b>	<b>88,500</b>	<b>3,634</b>	<b>399</b>	<b>92,533</b>
At 31 March 2012	65,000	2,548	470	68,018

Net book value at 31 March 2013 represents fixed assets used for:

Direct charitable purposes:

Unrestricted	54,007	3,128	399	57,534
Restricted	34,493	506	-	34,999
	<b>88,500</b>	<b>3,634</b>	<b>399</b>	<b>92,533</b>

The property owned by the charity was extended during the year and following this work a professional valuation was carried out which valued the property at £88,500 on an open market basis. The trustees subsequently carried out an impairment review and reduced the carrying value of the property to this valuation. Although there may be a considerable difference between the carrying value and market value of the land and buildings in the future the trustees do not consider it to be a practicable exercise to have the property revalued each year.

#### 10 Debtors

	2013 £	2012 £
Other debtors	13,989	7,213
Prepayments and accrued income	1,939	3,103
	<b>15,928</b>	<b>10,316</b>

# HUMAN RIGHTS & EQUALITIES CHARNWOOD

## NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2013

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	2013	As restated 2012
	£	£
<b>11 Creditors: amounts falling due within one year</b>	<b>2013</b>	<b>2012</b>
	£	£
Other loans	2,320	2,209
Trade creditors	24,358	-
Taxes and social security costs	2,260	4,094
Wages control account	(465)	(465)
Accruals	11,997	7,370
	<u>40,470</u>	<u>13,208</u>
	<u>40,470</u>	<u>13,208</u>
<b>12 Creditors: amounts falling due after more than one year</b>	<b>2013</b>	<b>2012</b>
	£	£
Other loans	23,398	25,696
	<u>23,398</u>	<u>25,696</u>
	<u>23,398</u>	<u>25,696</u>
<b>Analysis of loans</b>		
Not wholly repayable within five years by instalments:		
Due within five years	12,848	12,230
Due after more than five years	12,870	15,675
	<u>25,718</u>	<u>27,905</u>
Included in current liabilities	(2,320)	(2,209)
	<u>23,398</u>	<u>25,696</u>
	<u>23,398</u>	<u>25,696</u>
<b>Loan maturity analysis</b>		
In more than five years	12,870	15,675
	<u>12,870</u>	<u>15,675</u>
	<u>12,870</u>	<u>15,675</u>

The mortgage loan is secured on the freehold property.

# HUMAN RIGHTS & EQUALITIES CHARNWOOD

## NOTES TO THE ACCOUNTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2013

#### 13 Restricted funds

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

	Balance at 1 April 2012	Movement in funds			Balance at 31 March 2013
		Income	Expenditure	Transfer from unrestricted fund	
	£	£	£	£	£
BCU Funding	1,091	-	-	(1,091)	-
Hate Incident Project	322	49,819	(53,851)	3,710	-
Vodafone grant	-	2,750	-	-	2,750
Youth Task Group	-	78,660	(78,303)	99	456
In Bloom grant	-	360	(395)	35	-
Lottery revenue grant	-	16,133	(9,110)	-	7,023
Lottery capital grant	-	49,500	(15,007)	-	34,493
LCC Forced Marriage	3,933	-	(3,933)	-	-
Awards for All (IT equipment)	3,716	-	(271)	(3,445)	-
Charnwood Disability Forum	500	-	-	-	500
Leicestershire Council for Voluntary Youth Service	320	-	(320)	-	-
Awards for All	255	-	-	-	255
	<u>10,137</u>	<u>197,222</u>	<u>(161,190)</u>	<u>(692)</u>	<u>45,477</u>

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

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

Awards for All have also provided funding of £4,500 in 2012 to buy replacement IT equipment. This is the Awards for All (IT equipment) grant.

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

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

In 2009 Human Rights and Equalities Charnwood in partnership with Charnwood Borough Council and Loughborough Police applied to Equality & Human Rights Commission for a 3 year project working around hate crime. The project ended December 2012.

The charity secured a six month (January to June 2012) project through the Leicestershire County Council Area Forum grants to deliver a project on raising awareness of forced marriages and honour-based violence.

# HUMAN RIGHTS & EQUALITIES CHARNWOOD

## NOTES TO THE ACCOUNTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2013

#### 13 Restricted funds

(continued)

The Charnwood Disability Forum is funding towards updating a guide for Loughborough to assist the disabled.

The In Bloom grant was money given towards the hanging baskets project in Loughborough.

A Lottery capital grant of £49,500 was received towards the building of an extension to the property occupied by the charity. All of this grant was spent in the year but there are continuing restrictions relating to the future use and disposal of the property. The building is not depreciated but an impairment review was carried out during the year of which an amount of £15,007 has been allocated to this restricted fund.

The Lottery revenue grant is a five year grant to fully fund a new full-time project officer, recruitment, travel, events and information packs and contribute to some overheads.

The Vodafone grant will be used towards the costs of hiring one employee.

#### 14 Analysis of net assets between funds

	Unrestricted £	Restricted £	Total £
Fund balances at 31 March 2013 are represented by:			
Tangible fixed assets	57,534	34,999	<b>92,533</b>
Current assets	32,232	24,298	<b>56,530</b>
Creditors: amounts falling due within one year	(26,650)	(13,820)	<b>(40,470)</b>
Creditors: amounts falling due after more than one year	(23,398)	-	<b>(23,398)</b>
	<u>39,718</u>	<u>45,477</u>	<u><b>85,195</b></u>

#### 15 Contingent liabilities

As stated in note 13 above a grant of £49,500 was received towards the building of an extension to the property owned by the charity. All of this money was spent however there are restrictions relating to the future use and disposal of the property. Should the property be sold or disposed of there may be a liability to repay all or part of the grant.

#### 16 Commitments under operating leases

At 31 March 2013 the company had annual commitments under non-cancellable operating leases as follows:

	2013 £	2012 £
Expiry date:		
Between two and five years	<b>515</b>	-
In over five years	-	618
	<u><b>515</b></u>	<u>618</u>

# HUMAN RIGHTS & EQUALITIES CHARNWOOD

## NOTES TO THE ACCOUNTS (CONTINUED)

### *FOR THE YEAR ENDED 31 MARCH 2013*

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#### **17 Prior period adjustment**

A prior year adjustment has been made to adjust for a previous timing difference in recognising income from Leicestershire County Council which is received a month in advance.

# HUMAN RIGHTS & EQUALITIES CHARNWOOD

## SUMMARY INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2013

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### GENERAL FUND

	2013 £	2012 £
<b>Income</b>		
Grants	91,811	81,818
Interest	5	7
Donations	248	778
Miscellaneous	843	834
	<hr/>	<hr/>
Total income	92,907	83,437
<b>Expenditure</b>		
Wages and salaries	75,773	72,074
Training	840	164
Rates	390	335
Insurance	1,881	1,709
Light and heat	1,216	777
Repairs and maintenance	603	394
Postage, stationery and advertising	1,369	1,459
Telephone	1,005	985
Travel expenses	743	278
Affiliation fees	78	33
Audit and accountancy	2,137	1,902
Foreign exchange rate movement	(687)	-
Information papers	-	18
Bank charges and interest	215	215
General expenses	2,308	1,341
Overhead allocation	(3,000)	(500)
Depreciation	24,610	325
	<hr/>	<hr/>
	109,481	81,509
Interest payable:		
Mortgage interest	898	895
	<hr/>	<hr/>
	110,379	82,404
	<hr/>	<hr/>
<b>(Deficit)/Surplus for the year</b>	<b>(17,472)</b>	<b>1,033</b>

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# HUMAN RIGHTS & EQUALITIES CHARNWOOD

## SUMMARY INCOME AND EXPENDITURE ACCOUNT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2013

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	2013	2012
<b>Analysis of Grants</b>		
Leicestershire County Council	51,509	51,509
Charnwood Borough Council	19,302	23,509
Loughborough Council of Faiths	1,500	3,300
East Midlands Racial Equality Consortium	-	3,500
Leicester Race Equality Centre	10,000	-
The Henry Smith Charity	9,500	-
	<hr/>	<hr/>
	<b>91,811</b>	<b>81,818</b>
	<hr/> <hr/>	<hr/> <hr/>

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# HUMAN RIGHTS & EQUALITIES CHARNWOOD

## SUMMARY INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2013

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<b>YOUTH TASK GROUP</b>	<b>2013</b>	<b>2012</b>
	<b>£</b>	<b>£</b>
<b>Income</b>		
Grant	78,660	16,393
<b>Expenditure</b>		
General expenses	78,303	16,494
<b>Surplus/(Deficit) for the year</b>	<b>357</b>	<b>(101)</b>
	<hr/> <hr/>	<hr/> <hr/>
<b>HATE INCIDENT ACTION PROJECT</b>	<b>2013</b>	<b>2012</b>
	<b>£</b>	<b>£</b>
<b>Income</b>		
Grant	49,819	69,700
<b>Expenditure</b>		
Wages and salaries	47,640	61,838
Depreciation	169	225
General expenses	6,042	7,315
	<hr/>	<hr/>
	53,851	69,378
	<hr/>	<hr/>
<b>(Deficit)/Surplus for the year</b>	<b>(4,032)</b>	<b>322</b>
	<hr/> <hr/>	<hr/> <hr/>
<b>LLOYDS TSB FOUNDATION</b>	<b>2013</b>	<b>2012</b>
	<b>£</b>	<b>£</b>
<b>Income</b>		
Grant	-	-
<b>Expenditure</b>		
Wages and salaries	-	5,191
General expenses	-	1,379
	<hr/>	<hr/>
	-	6,570
	<hr/>	<hr/>
<b>(Deficit) for the year</b>	<b>-</b>	<b>(6,570)</b>
	<hr/> <hr/>	<hr/> <hr/>

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# HUMAN RIGHTS & EQUALITIES CHARNWOOD

## SUMMARY INCOME AND EXPENDITURE ACCOUNT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2013

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<b>PREVENT GRANT</b>	<b>2013</b>	<b>2012</b>
	<b>£</b>	<b>£</b>
<b>Income</b>		
Grant	-	-
<b>Expenditure</b>		
Wages and salaries	-	5,451
General expenses	-	817
	<hr/>	<hr/>
	-	6,268
<b>(Deficit) for the year</b>	<hr/> <hr/>	<hr/> <hr/>
	-	(6,268)
<b>LCC FORCED MARRIAGE</b>	<b>2013</b>	<b>2012</b>
	<b>£</b>	<b>£</b>
<b>Income</b>		
Grant	-	4,700
<b>Expenditure</b>		
General expenses	3,933	767
	<hr/>	<hr/>
<b>(Deficit)/Surplus for the year</b>	<hr/> <hr/>	<hr/> <hr/>
	(3,933)	3,933
<b>AWARS FOR ALL (IT EQUIPMENT)</b>	<b>2013</b>	<b>2012</b>
	<b>£</b>	<b>£</b>
<b>Income</b>		
Grant	-	4,500
<b>Expenditure</b>		
Depreciation	-	383
General expenses	271	401
	<hr/>	<hr/>
	271	784
<b>(Deficit)/Surplus for the year</b>	<hr/> <hr/>	<hr/> <hr/>
	(271)	3,716
<b>CHARNWOOD DISABILITY FORUM</b>	<b>2013</b>	<b>2012</b>
	<b>£</b>	<b>£</b>
<b>Income</b>		
Grant	-	500
<b>Surplus for the year</b>	<hr/> <hr/>	<hr/> <hr/>
	-	500

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# HUMAN RIGHTS & EQUALITIES CHARNWOOD

## SUMMARY INCOME AND EXPENDITURE ACCOUNT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2013

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<b>VODAFONE GRANT</b>	<b>2013</b>	<b>2012</b>
	<b>£</b>	<b>£</b>
<b>Income</b>		
Grant	2,750	-
	<hr/>	<hr/>
<b>Surplus for the year</b>	<b>2,750</b>	<b>-</b>
	<hr/> <hr/>	<hr/> <hr/>
<b>IN BLOOM GRANT</b>	<b>2013</b>	<b>2012</b>
	<b>£</b>	<b>£</b>
<b>Income</b>		
Grant	360	-
General expenses	395	-
	<hr/>	<hr/>
<b>(Deficit) for the year</b>	<b>(35)</b>	<b>-</b>
	<hr/> <hr/>	<hr/> <hr/>
<b>LOTTERY GRANT</b>	<b>2013</b>	<b>2012</b>
	<b>£</b>	<b>£</b>
<b>Income</b>		
Grant	65,633	-
Wages and salaries	7,323	-
Depreciation	15,007	-
General expenses	1,787	-
	<hr/>	<hr/>
	24,117	-
	<hr/>	<hr/>
<b>Surplus for the year</b>	<b>41,516</b>	<b>-</b>
	<hr/> <hr/>	<hr/> <hr/>
<b>LEICESTERSHIRE COUNCIL FOR VOLUNTARY YOUTH SERVICE</b>	<b>2013</b>	<b>2012</b>
	<b>£</b>	<b>£</b>
<b>Income</b>		
Grant	-	-
General expenses	320	-
	<hr/>	<hr/>
<b>(Deficit) for the year</b>	<b>(320)</b>	<b>-</b>
	<hr/> <hr/>	<hr/> <hr/>

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