

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 2014**

HUMAN RIGHTS & EQUALITIES CHARNWOOD

LEGAL AND ADMINISTRATIVE INFORMATION

| | |
|--------------------------|--|
| Trustees | T Shaw L Shaw J O'Brien R Khan D Green S Phipps N Shukla P Joyce J Vincent |
| Secretary | P Lewis |
| Charity number | 1088411 |
| Company number | 04198889 |
| Principal address | 66 Nottingham Road Loughborough Leicestershire LE11 1EU |
| Registered office | 66 Nottingham Road Loughborough Leicestershire LE11 1EU |
| Auditors | Marsh & Moss Limited The Gables Bishop Meadow Road Loughborough Leicestershire LE11 5RE |
| Bankers | Lloyds Bank plc High Street Loughborough Leicestershire LE11 2QG |

HUMAN RIGHTS & EQUALITIES CHARNWOOD

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HUMAN RIGHTS & EQUALITIES CHARNWOOD

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2014

The trustees present their report and accounts for the year ended 31 March 2014.

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:

| | |
|-----------|--|
| T Shaw | |
| A Payne | (Resigned 19 June 2013) |
| L Shaw | |
| J O'Brien | (Appointed 19 June 2013) |
| R Khan | (Appointed 19 June 2013) |
| M Alonso | (Appointed 19 June 2013 and resigned 1 April 2014) |
| D Green | |
| S Phipps | |
| N Shukla | |
| P Joyce | |
| J Vincent | |

The board strives to recruit members able to offer skills appropriate to a Company Limited by Guarantee. New trustees are introduced to the workings of the charity. During the past year the trustees were able to attend dedicated training on their role as a trustee in the light of the loss of casework funding. This concentrated on planning the future direction of the organisation and new ways of securing funding including social enterprise. Trustees are encouraged to identify training needs and attend appropriate external courses. This year they had training on safeguarding.

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, The Big Lottery Fund, Lloyds Foundation for England & Wales, The Henry Smith Trust 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 had 1 co-option member during the year S Shaheduzzaman.

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.

HUMAN RIGHTS & EQUALITIES CHARNWOOD

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2014

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 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.

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. We have continued to improve our site during the year. We are also now on Twitter and Facebook.

Financial review

The charity has total unrestricted funds carried forward of £55,535 (2013: £39,718) an increase of £15,817.

HUMAN RIGHTS & EQUALITIES CHARNWOOD

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2014

Plans for the future

Trustees are aware that from 1st April 2014 funding from Leicestershire County Council for its advice and information service will cease and as they have been unable to find alternative funding this service will have to close.

Trustees have looked at alternative ways of delivering services and during the year the needs of people seeking to gain employment but lacking many of the necessary skills became apparent. Trustees have secured a six-month European Social Fund project to meet this need which will train 14 people and intend to build on this new direction for the charity. Other initiatives are being explored including social enterprise projects.

Disclosure of information to auditors

Each of the trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditors are aware of such information.

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

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

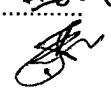
T Shaw

Trustee

Dated:



17
18.6.2014



HUMAN RIGHTS & EQUALITIES CHARNWOOD

STATEMENT OF TRUSTEES' RESPONSIBILITIES

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

We have audited the accounts of Human Rights & Equalities Charnwood for the year ended 31 March 2014 set out on pages 7 to 18. 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 and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. 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 2014 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

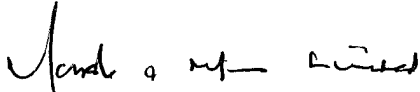
INDEPENDENT AUDITORS' REPORT (CONTINUED)

TO THE TRUSTEES OF HUMAN RIGHTS & EQUALITIES CHARNWOOD

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: 18 June 2014

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 2014

| | Notes | Unrestricted funds £ | Restricted funds £ | Total 2014 £ | Total 2013 £ |
|---|-------|-------------------------|-----------------------|--------------------|--------------------|
| <u>Incoming resources from generated funds</u> | | | | | |
| Donations and legacies | 2 | 1,365 | - | 1,365 | 248 |
| Investment income | 3 | 13 | - | 13 | 5 |
| | | 1,378 | - | 1,378 | 253 |
| Grants receivable | 4 | 89,861 | 130,995 | 220,856 | 289,033 |
| Other income | 5 | 1,023 | - | 1,023 | 843 |
| Total incoming resources | | 92,262 | 130,995 | 223,257 | 290,129 |
| <u>Resources expended</u> | | | | | |
| Charitable activities | | | | | |
| Hate Incident Project | | - | 127 | 127 | 52,911 |
| Lottery grant | | - | 37,505 | 37,505 | 23,955 |
| Promotion of equality and opportunity | | 73,048 | - | 73,048 | 108,242 |
| Vodafone | | - | 2,750 | 2,750 | - |
| Awards for All (IT equipment) | | - | - | - | 271 |
| LCC Forced Marriage | | - | - | - | 3,933 |
| Youth Task Group | | - | 84,137 | 84,137 | 78,303 |
| CBC Money management | | - | 6,056 | 6,056 | - |
| In Bloom grant | | - | 46 | 46 | 395 |
| Charnwood disability forum | | - | 1,998 | 1,998 | - |
| Leicestershire Council for Voluntary Youth | | - | - | - | 320 |
| Total charitable expenditure | | 73,048 | 132,619 | 205,667 | 268,330 |
| Governance costs | | 2,176 | 1,577 | 3,753 | 3,239 |
| Total resources expended | | 75,224 | 134,196 | 209,420 | 271,569 |
| Net incoming/(outgoing) resources before transfers | | 17,038 | (3,201) | 13,837 | 18,560 |
| Gross transfers between funds | | (1,221) | 1,221 | - | - |
| Net income/(expenditure) for the year/ Net movement in funds | | 15,817 | (1,980) | 13,837 | 18,560 |
| Fund balances at 1 April 2013 | | 39,718 | 45,477 | 85,195 | 66,635 |
| Fund balances at 31 March 2014 | | 55,535 | 43,497 | 99,032 | 85,195 |

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 2014

| | Notes | 2014 | | 2013 | |
|--|-------|----------|----------|----------|----------|
| | | £ | £ | £ | £ |
| Fixed assets | | | | | |
| Tangible assets | 9 | | 91,564 | | 92,533 |
| Current assets | | | | | |
| Debtors | 10 | 8,992 | | 15,928 | |
| Cash at bank and in hand | | 46,078 | | 40,602 | |
| | | | | | |
| | | | 55,070 | | 56,530 |
| Creditors: amounts falling due within one year | 11 | (26,626) | | (40,470) | |
| Net current assets | | | 28,444 | | 16,060 |
| Total assets less current liabilities | | | 120,008 | | 108,593 |
| Creditors: amounts falling due after more than one year | 12 | | (20,976) | | (23,398) |
| Net assets | | | 99,032 | | 85,195 |
| Income funds | | | | | |
| Restricted funds: | 13 | | | | |
| Lottery grant | | 42,287 | | 41,516 | |
| Other restricted funds | | 1,210 | | 3,961 | |
| | | | 43,497 | | 45,477 |
| Unrestricted funds | | | 55,535 | | 39,718 |
| | | | 99,032 | | 85,195 |

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 2014, 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 2014

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 17.6.2014



.....
T Shaw
Trustee

Company Registration No. 04198889

HUMAN RIGHTS & EQUALITIES CHARNWOOD

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2014

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 Charnwood Borough Council is secure until March 2016 and the Awards for All funding is committed for a further 3 years. Also, in response to new challenges being faced by the charity's client base the trustees are talking to new and existing funders. 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 2014

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

| | 2014 | 2013 |
|---------------------|--------------|------------|
| | £ | £ |
| Donations and gifts | <u>1,365</u> | <u>248</u> |

3 Investment income

| | 2014 | 2013 |
|---------------------|-----------|----------|
| | £ | £ |
| Interest receivable | <u>13</u> | <u>5</u> |

HUMAN RIGHTS & EQUALITIES CHARNWOOD

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2014

4 Grants receivable

| | Unrestricted funds £ | Restricted funds £ | Total 2014 £ | Total 2013 £ |
|-----------------------------------|----------------------------|--------------------------|--------------------|--------------------|
| Leicestershire County Council | 52,024 | - | 52,024 | 51,509 |
| Charnwood Borough Council | 18,337 | - | 18,337 | 19,302 |
| Loughborough Council of Faiths | - | - | - | 1,500 |
| Leicester Race Equality Centre | 10,000 | - | 10,000 | 10,000 |
| Hate Incident Project | - | 776 | 776 | 49,819 |
| Charnwood Disability Forum | - | 2,000 | 2,000 | - |
| CBC Money management | - | 6,000 | 6,000 | - |
| The Henry Smith Charity | 9,500 | - | 9,500 | 9,500 |
| Youth Task Group | - | 82,618 | 82,618 | 78,660 |
| Vodafone grant | - | - | - | 2,750 |
| In Bloom grant | - | 500 | 500 | 360 |
| Lottery grant | - | 39,101 | 39,101 | 65,633 |
| | 89,861 | 130,995 | 220,856 | 289,033 |
| <u>Deferred grant income</u> | | | | |
| Leicestershire County Council | | | - | 4,292 |
| Lottery grant | | | 3,302 | 3,991 |
| Lloyds TSB Foundation | | | 12,000 | - |
| | | | 15,302 | 8,283 |

5 Other income

| | 2014 £ | 2013 £ |
|--------------|-----------|-----------|
| Other income | 1,023 | 843 |

HUMAN RIGHTS & EQUALITIES CHARNWOOD

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2014

| 6 Total resources expended | Staff costs £ | Depreciation and impairment £ | Other costs £ | Total 2014 £ | Total 2013 £ |
|---|------------------|----------------------------------|------------------|-----------------|-----------------|
| Charitable activities | | | | | |
| <u>Hate Incident Project</u> | | | | | |
| Activities undertaken directly | - | 127 | - | 127 | 52,911 |
| <u>Lottery grant</u> | | | | | |
| Activities undertaken directly | 31,189 | (898) | 7,214 | 37,505 | 23,955 |
| <u>Promotion of equality and opportunity</u> | | | | | |
| Activities undertaken directly | 65,602 | (884) | 8,330 | 73,048 | 108,242 |
| <u>Vodafone grant</u> | | | | | |
| Activities undertaken directly | 2,500 | - | 250 | 2,750 | - |
| <u>Awards for All (IT equipment)</u> | | | | | |
| Activities undertaken directly | - | - | - | - | 271 |
| <u>LCC Forced Marriage</u> | | | | | |
| Activities undertaken directly | - | - | - | - | 3,933 |
| <u>CBC Money management</u> | | | | | |
| Activities undertaken directly | 6,056 | - | - | 6,056 | - |
| <u>Youth Task Group</u> | | | | | |
| Activities undertaken directly | 1,524 | - | 82,613 | 84,137 | 78,303 |
| <u>In Bloom grant</u> | | | | | |
| Activities undertaken directly | - | - | 46 | 46 | 395 |
| <u>Leicestershire Council for Voluntary Youth Service</u> | | | | | |
| Activities undertaken directly | - | - | - | - | 320 |
| <u>Charnwood disability forum</u> | | | | | |
| Activities undertaken directly | - | - | 1,998 | 1,998 | - |
| | 106,871 | (1,655) | 100,451 | 205,667 | 268,330 |
| Governance costs | - | - | 3,753 | 3,753 | 3,239 |
| | 106,871 | (1,655) | 104,204 | 209,420 | 271,569 |

Governance costs includes payments to the auditors of £3,753 (2013- £3,239) for audit fees.

HUMAN RIGHTS & EQUALITIES CHARNWOOD

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2014

| Other costs are analysed below: | 2014 | 2013 |
|----------------------------------|----------------|---------------|
| | £ | £ |
| Direct project expenditure | 87,774 | 81,602 |
| Rates | 600 | 592 |
| Insurance | 2,294 | 2,849 |
| Light and heat | 1,936 | 1,842 |
| Repairs and maintenance | 515 | 914 |
| Postage, printing and stationary | 2,071 | 2,075 |
| Telephone | 1,682 | 1,522 |
| Travel | 597 | 743 |
| Affiliation | 70 | 78 |
| Mortgage interest | 1,247 | 1,364 |
| Training | - | 840 |
| General | 981 | 2,307 |
| Bank charges | 389 | 215 |
| Foreign exchange rate movement | 295 | 865 |
| | <u>100,451</u> | <u>97,808</u> |

7 Trustees

None of the trustees (or any persons connected with them) received any remuneration during the year but 1 of them was reimbursed a total of £33 travelling expenses (2013 - None).

8 Employees

Number of employees

The average monthly number of employees during the year was:

| | 2014 | 2013 |
|-------------------------------|----------|----------|
| | Number | Number |
| Charitable activities | 5 | 6 |
| Management and administration | 1 | 1 |
| | <u>6</u> | <u>7</u> |

Employment costs

| | 2014 | 2013 |
|-----------------------|----------------|----------------|
| | £ | £ |
| Wages and salaries | 99,729 | 120,940 |
| Social security costs | 7,142 | 9,796 |
| | <u>106,871</u> | <u>130,736</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 2014

9 Tangible fixed assets

| | Land and buildings £ | Office equipment £ | Fixtures and fittings £ | Total £ |
|-------------------------|----------------------------|--------------------------|-------------------------------|----------------|
| Cost | | | | |
| At 1 April 2013 | 127,003 | 20,009 | 3,096 | 150,108 |
| Additions | (2,624) | - | - | (2,624) |
| At 31 March 2014 | 124,379 | 20,009 | 3,096 | 147,484 |
| Depreciation | | | | |
| At 1 April 2013 | 38,503 | 16,375 | 2,697 | 57,575 |
| Charge for the year | - | 909 | 60 | 969 |
| Impairment | (2,624) | - | - | (2,624) |
| At 31 March 2014 | 35,879 | 17,284 | 2,757 | 55,920 |
| Net book value | | | | |
| At 31 March 2014 | 88,500 | 2,725 | 339 | 91,564 |
| At 31 March 2013 | 88,500 | 3,634 | 399 | 92,533 |

Net book value at 31 March 2014 represents fixed assets used for:

Direct charitable purposes:

| | | | | |
|--------------|---------------|--------------|------------|---------------|
| Unrestricted | 53,109 | 2,725 | 339 | 56,173 |
| Restricted | 35,391 | - | - | 35,391 |
| | 88,500 | 2,725 | 339 | 91,564 |

Although there may be a considerable difference between the carrying value and market value of the land and buildings the trustees do not consider it to be a practicable exercise to have the property revalued each year.

10 Debtors

| | 2014 £ | 2013 £ |
|--------------------------------|--------------|---------------|
| Other debtors | 8,500 | 13,989 |
| Prepayments and accrued income | 492 | 1,939 |
| | 8,992 | 15,928 |

HUMAN RIGHTS & EQUALITIES CHARNWOOD

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2014

| 11 Creditors: amounts falling due within one year | 2014 | As restated 2013 |
|--|---------------|---------------------|
| | £ | £ |
| Other loans | 2,438 | 2,320 |
| Trade creditors | 3,387 | 24,358 |
| Taxes and social security costs | 2,250 | 2,260 |
| Wages control account | (465) | (465) |
| Lloyds Bank Foundation deferred income | 12,000 | - |
| Accruals | 7,016 | 11,997 |
| | <u>26,626</u> | <u>40,470</u> |
| | | |
| 12 Creditors: amounts falling due after more than one year | 2014 | 2013 |
| | £ | £ |
| Other loans | <u>20,976</u> | <u>23,398</u> |
| | | |
| Analysis of loans | | |
| Not wholly repayable within five years by instalments: | | |
| Due within five years | 13,500 | 12,848 |
| Due after more than five years | 9,914 | 12,870 |
| | <u>23,414</u> | <u>25,718</u> |
| Included in current liabilities | (2,438) | (2,320) |
| | <u>20,976</u> | <u>23,398</u> |
| | | |
| Loan maturity analysis | | |
| In more than five years | 9,914 | 12,870 |
| | <u>9,914</u> | <u>12,870</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 2014

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 2013 | Movement in funds | | Balance at 31 March 2014 | |
|------------------------------|----------------------------|-------------------|------------------|-----------------------------|---------------------------------------|
| | | Income | Expenditure | | Transfer from unrestricted fund |
| Hate Incident Project | - | 776 | (127) | (649) | - |
| Vodafone grant | 2,750 | - | (2,750) | - | - |
| Youth Task Group | 456 | 82,618 | (84,888) | 1,814 | - |
| In Bloom grant | - | 500 | (46) | - | 454 |
| Lottery revenue grant | 7,023 | 39,101 | (39,229) | - | 6,895 |
| Lottery capital grant | 34,493 | - | 898 | - | 35,391 |
| CBC Money management | - | 6,000 | (6,056) | 56 | - |
| Awards for All | 255 | - | - | - | 255 |
| Charnwood Disability Forurr: | 500 | 2,000 | (1,998) | - | 502 |
| | <u>45,477</u> | <u>130,995</u> | <u>(134,196)</u> | <u>1,221</u> | <u>43,497</u> |

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

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.

CBC Money Management represents funding provided from January to March 2014 by Charnwood Borough Council to provide debt advice in conjunction with Citizens Advice Bureau.

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.

HUMAN RIGHTS & EQUALITIES CHARNWOOD

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2014

14 Analysis of net assets between funds

| | Unrestricted £ | Restricted £ | Total £ |
|---|-------------------|-----------------|---------------|
| Fund balances at 31 March 2014 are represented by: | | | |
| Tangible fixed assets | 56,173 | 35,391 | 91,564 |
| Current assets | 43,577 | 11,493 | 55,070 |
| Creditors: amounts falling due within one year | (23,239) | (3,387) | (26,626) |
| Creditors: amounts falling due after more than one year | (20,976) | - | (20,976) |
| | <u>55,535</u> | <u>43,497</u> | <u>99,032</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 2014 the company had annual commitments under non-cancellable operating leases as follows:

| | 2014 £ | 2013 £ |
|----------------------------|------------|------------|
| Expiry date: | | |
| Between two and five years | <u>515</u> | <u>515</u> |

HUMAN RIGHTS & EQUALITIES CHARNWOOD

SUMMARY INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2014

GENERAL FUND

| | 2014 £ | 2013 £ |
|---------------------------------------|---------------|-----------------|
| Income | | |
| Grants | 89,861 | 91,811 |
| Interest | 13 | 5 |
| Donations | 1,365 | 248 |
| Miscellaneous | 1,023 | 843 |
| | <hr/> | <hr/> |
| Total income | 92,262 | 92,907 |
| Expenditure | | |
| Wages and salaries | 65,602 | 75,773 |
| Training | - | 840 |
| Rates | 348 | 390 |
| Insurance | 1,330 | 1,881 |
| Light and heat | 1,123 | 1,216 |
| Repairs and maintenance | 299 | 603 |
| Postage, stationery and advertising | 1,202 | 1,369 |
| Telephone | 976 | 1,005 |
| Travel expenses | 597 | 743 |
| Affiliation fees | 70 | 78 |
| Audit and accountancy | 2,180 | 2,137 |
| Foreign exchange rate movement | (295) | (687) |
| Bank charges and interest | 389 | 215 |
| General expenses | 999 | 2,308 |
| Overhead allocation | (250) | (3,000) |
| Depreciation | (884) | 24,610 |
| | <hr/> | <hr/> |
| | 74,276 | 109,481 |
| Interest payable: | | |
| Mortgage interest | 948 | 898 |
| | <hr/> | <hr/> |
| | 75,224 | 110,379 |
| | <hr/> | <hr/> |
| Surplus/(Deficit) for the year | 17,038 | (17,472) |

HUMAN RIGHTS & EQUALITIES CHARNWOOD

SUMMARY INCOME AND EXPENDITURE ACCOUNT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2014

| | 2014 | 2013 |
|--------------------------------|---------------|---------------|
| Analysis of Grants | | |
| Leicestershire County Council | 52,024 | 51,509 |
| Charnwood Borough Council | 18,337 | 19,302 |
| Loughborough Council of Faiths | - | 1,500 |
| Leicester Race Equality Centre | 10,000 | 10,000 |
| The Henry Smith Charity | 9,500 | 9,500 |
| | <u>89,861</u> | <u>91,811</u> |

HUMAN RIGHTS & EQUALITIES CHARNWOOD

SUMMARY INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2014

| YOUTH TASK GROUP | 2014 | 2013 |
|---------------------------------------|-----------------------|-----------------------|
| | £ | £ |
| Income | | |
| Grant | 82,618 | 78,660 |
| Expenditure | | |
| Wages and salaries | 1,524 | - |
| General expenses | 83,364 | 78,303 |
| | <u>84,888</u> | <u>78,303</u> |
| (Deficit)/Surplus for the year | <u><u>(2,270)</u></u> | <u><u>357</u></u> |
| | | |
| HATE INCIDENT ACTION PROJECT | 2014 | 2013 |
| | £ | £ |
| Income | | |
| Grant | 776 | 49,819 |
| Expenditure | | |
| Wages and salaries | - | 47,640 |
| Depreciation | 127 | 169 |
| General expenses | - | 6,042 |
| | <u>127</u> | <u>53,851</u> |
| Surplus/(Deficit) for the year | <u><u>649</u></u> | <u><u>(4,032)</u></u> |
| | | |
| CBC MONEY MANAGEMENT GRANT | 2014 | 2013 |
| | £ | £ |
| Income | | |
| Grant | 6,000 | - |
| Expenditure | | |
| Wages and salaries | 6,056 | - |
| General expenses | - | - |
| | <u>6,056</u> | <u>-</u> |
| (Deficit) for the year | <u><u>(56)</u></u> | <u><u>-</u></u> |

HUMAN RIGHTS & EQUALITIES CHARNWOOD

SUMMARY INCOME AND EXPENDITURE ACCOUNT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2014

| LCC FORCED MARRIAGE | 2014 | 2013 |
|---------------------------------------|--------------|----------------|
| | £ | £ |
| Income | | |
| Grant | - | - |
| Expenditure | | |
| General expenses | - | 3,933 |
| | <hr/> | <hr/> |
| Surplus/(Deficit) for the year | - | (3,933) |
| | <hr/> <hr/> | <hr/> <hr/> |
| AWARS FOR ALL (IT EQUIPMENT) | 2014 | 2013 |
| | £ | £ |
| Income | | |
| Grant | - | - |
| Expenditure | | |
| Depreciation | - | - |
| General expenses | - | 271 |
| | <hr/> | <hr/> |
| | - | 271 |
| | <hr/> | <hr/> |
| Surplus/(Deficit) for the year | - | (271) |
| | <hr/> <hr/> | <hr/> <hr/> |
| CHARNWOOD DISABILITY FORUM | 2014 | 2013 |
| | £ | £ |
| Income | | |
| Grant | 2,000 | - |
| Expenditure | | |
| General expenses | 1,998 | - |
| | <hr/> | <hr/> |
| | 1,998 | - |
| | <hr/> | <hr/> |
| Surplus for the year | 2 | - |
| | <hr/> <hr/> | <hr/> <hr/> |

HUMAN RIGHTS & EQUALITIES CHARNWOOD

SUMMARY INCOME AND EXPENDITURE ACCOUNT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2014

| | | |
|---|-----------------------|----------------------|
| VODAFONE GRANT | 2014 | 2013 |
| | £ | £ |
| Income | | |
| Grant | - | 2,750 |
| Expenditure | | |
| Wages and salaries | 2,500 | - |
| General expenses | 250 | - |
| | <u>2,750</u> | <u>-</u> |
| (Deficit)/Surplus for the year | <u><u>(2,750)</u></u> | <u><u>2,750</u></u> |
| | | |
| IN BLOOM GRANT | 2014 | 2013 |
| | £ | £ |
| Income | | |
| Grant | 500 | 360 |
| General expenses | 46 | 395 |
| | <u>454</u> | <u>(35)</u> |
| Surplus/(Deficit) for the year | <u><u>454</u></u> | <u><u>(35)</u></u> |
| | | |
| LOTTERY GRANT | 2014 | 2013 |
| | £ | £ |
| Income | | |
| Grant | 39,101 | 65,633 |
| Expenditure | | |
| Wages and salaries | 31,189 | 7,323 |
| Depreciation | (898) | 15,007 |
| General expenses | 8,040 | 1,787 |
| | <u>38,331</u> | <u>24,117</u> |
| Surplus for the year | <u><u>770</u></u> | <u><u>41,516</u></u> |
| | | |
| LEICESTERSHIRE COUNCIL FOR VOLUNTARY YOUTH SERVICE | 2014 | 2013 |
| | £ | £ |
| Income | | |
| Grant | - | - |
| General expenses | - | 320 |
| | <u>-</u> | <u>320</u> |
| (Deficit) for the year | <u><u>-</u></u> | <u><u>(320)</u></u> |