

LUTON RIGHTS LIMITED

England & Wales · Charity number 1146500

Details

Other names LUTON RIGHTS

Status Registered

Legal form Charitable company

Company number [05828180](#)

Registered 2012-03-22

Register [View on the Charity Commission register](#)

Contact

Address 2nd Floor
Unite House
28 King Street
Luton

Phone 01582453372

Email admin@lutonrights.org

Website www.lutonrights.org

Activities

Objects: THE CHARITY'S OBJECTS ARE: THE RELIEF OF UNEMPLOYMENT FOR THE PUBLIC BENEFIT IN SUCH WAYS AS MAY BE THOUGHT FIT INCLUDING ASSISTANCE TO FIND EMPLOYMENT. THE RELIEF OF POVERTY THROUGH THE PROVISION OF ADVICE, INFORMATION AND LEGAL REPRESENTATION.

Activities: The provision of free advice and casework in Welfare Debt and Housing and Employment and careers guidance. The provision of Family Mediation services. The beneficiaries of these services are residents of the unitary authority of Luton and the surrounding area.

Classification

- **How:** Provides Advocacy/advice/information
- **What:** Education/training, The Prevention Or Relief Of Poverty, Economic/community Development/employment
- **Who:** The General Public/mankind

Geography

- Bedford
- Central Bedfordshire
- Luton

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£183,372	£167,369	-	-
2024-03-31	£148,902	£169,991	-	-
2023-03-31	£178,425	£184,607	-	-
2022-03-31	£154,099	£177,305	-	-
2021-03-31	£221,415	£182,425	-	-

Trustees

Name	Role	Appointed
Desmond Billington	Chair	2015-12-23
CLLR Susan Anne Goodchild		2015-12-21
Olusegun Ajayi		2022-12-15
PETER JOHN COWAN MBE		2012-02-07
RUSSELL CARTWRIGHT		2012-02-07

LUTON RIGHTS LIMITED

England & Wales - Charity number 1146500

Accounts

LUTON RIGHTS LIMITED

Registered Company No. 5828180 (England and Wales)

Registered Charity No. 1146500

ACCOUNTS

31ST MARCH 2025

LUTON RIGHTS LIMITED

ACCOUNTS

FOR THE YEAR ENDED 31ST MARCH 2025

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LUTON RIGHTS LIMITED

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31ST MARCH 2025

The Trustees, who are also Directors of the charity for the purposes of Company Law, present their annual report together with the accounts for the year ended 31st March 2025. They are prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1st January 2019).

OBJECTIVES AND ACTIVITIES

Objects and activity

The charity's objects are:

- the relief of unemployment for the public benefit in such ways as may be thought fit including assistance to find employment.
- the relief of poverty through the provision of advice, information and legal representation.

The beneficiaries of these objects are all adults who live in the Unitary Authority of Luton and the surrounding area within Bedfordshire.

The Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing their aims and objectives and in planning future activities. In particular, the Trustees consider how planned activities will contribute to the aims and objectives they have set.

ACHIEVEMENTS AND PERFORMANCE

Luton Rights is a registered charity based in Luton and, committed to providing residents particularly the most vulnerable with high-quality, free advice, casework, and representation. Our core services include specialist welfare benefits, community outreach, family mediation, HMCTS support, and collaborative work with Luton Borough Council, Citizens Advice Luton, Luton Law Centre, and Luton Irish Forum as part of the Luton Access Partnership.

Demand for our services has remained exceptionally high throughout the year, driven by the ongoing cost-of-living crisis. Specialist Welfare Benefits Advice and Casework continued to be at the heart of our work, delivered from Community House and outreach locations. However, demand continues to exceed our limited resources, resulting in a persistent waiting list.

The Luton Access Partnership continues to benefit from financial support through the Community Investment Fund, administered by Bedfordshire and Luton Community Foundation (BLCF). A new three-year funding programme commenced in April 2024, providing greater stability and enabling us to plan services more effectively. Under this framework, a 5% annual reduction will apply from April 2025. In recognition of changes to employer National Insurance contributions, BLCF agreed to provide a one-year contribution towards these costs for staff funded through the CIF.

A significant achievement during the year was the successful partnership bid to The National Lottery Community Fund, which enabled us to enhance our Welfare Benefits provision by continuing outreach services to meet growing demand in local communities. This funding is critical, as our core funding from BLCF does not cover the full cost of delivering welfare services at a time when demand remains high. Outreach provision improves access for vulnerable individuals who would otherwise struggle to obtain support and helps alleviate pressure on Community House, where demand is already substantial.

LUTON RIGHTS LIMITED

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31ST MARCH 2025

ACHIEVEMENTS AND PERFORMANCE *(continued)*

Luton Rights also secured funding from His Majesty's Prison and Probation Service (HMPPS) to deliver services for people from minority ethnic groups in Bedfordshire and surrounding areas. This initiative, named the Community Links Project, was commissioned under the Rehabilitative Services General Grant Scheme to support individuals with shared protected characteristics or experiences and promote rehabilitation and desistance. The project formally commenced on 1 January 2024 for an initial 18-month period, supporting at least 108 individuals on probation from Bangladeshi and Pakistani backgrounds. During the year, the scope was extended to include all ethnic minority groups, and in 2025 the grant was extended for a further 18 months. This project reflects our commitment to addressing complex needs and reducing barriers for disadvantaged communities.

Additionally, we were successful in obtaining one-year funding from The Access Foundation to deliver basic digital skills training. Initially delivered from community locations, the project also benefited from a donation of computers, enabling us to convert our meeting room into a dedicated digital skills training space. This development ensures we can continue offering digital skills training as part of our service beyond the funding period.

Recognising that we do not have the internal resources to undertake fundraising activities, we engaged the services of Competitive Business Solutions to lead on fundraising on our behalf. This strategic decision will help us secure additional income streams to sustain and develop our services in the future.

We express our sincere gratitude to our staff and volunteers for their dedication and hard work in supporting service users during this challenging time. Their contribution has been invaluable in sustaining our services and extending outreach. We also thank our service users for their understanding and cooperation.

Finally, we extend our appreciation to our partners and funders for their continued support, which remains essential to our ability to serve the community.

During the year, Luton Rights has delivered the following services:

Specialist Welfare Benefits Advice and Casework, including assistance with appeals and representation at tribunals.

Community outreach advice at the Centre for Youth and Community Development and Bury Park Community Centre, focusing on increasing access to advice for the most vulnerable and disadvantaged.

Family Mediation Services for Luton residents experiencing separation or divorce.

HMCTS Digital Support, delivered in partnership with We Are Group, providing online assistance with His Majesty's Courts and Tribunal Service forms.

Community Links Project, offering tailored support to individuals on probation from ethnic minority backgrounds.

Digital Skills Project, providing essential training in basic digital skills for those with little or no IT experience.

During the year Luton Rights provided direct intervention for **1,761** of which Welfare Benefits account for over **80%** of all Luton Rights work. 543.

LUTON RIGHTS LIMITED

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31ST MARCH 2025

ACHIEVEMENTS AND PERFORMANCE *(continued)*

The breakdown by issue is as follows:

Welfare Benefits	1434
Digital Skills Training	100
Housing	74
Family Mediation	102
General	32
Community Links	19
Total	1761

Total Financial Gains for clients:

Luton Rights' clients received **£6,644,314** worth of Welfare Benefits that they were entitled to but were unable to access without direct intervention from our advisers. This is a substantial increase from the previous year of **£5,432,415** which could be attributed to the additional support provided in outreach and completing benefit claim forms for those who are not able to do so themselves.

Data taken from our records shows we worked with:

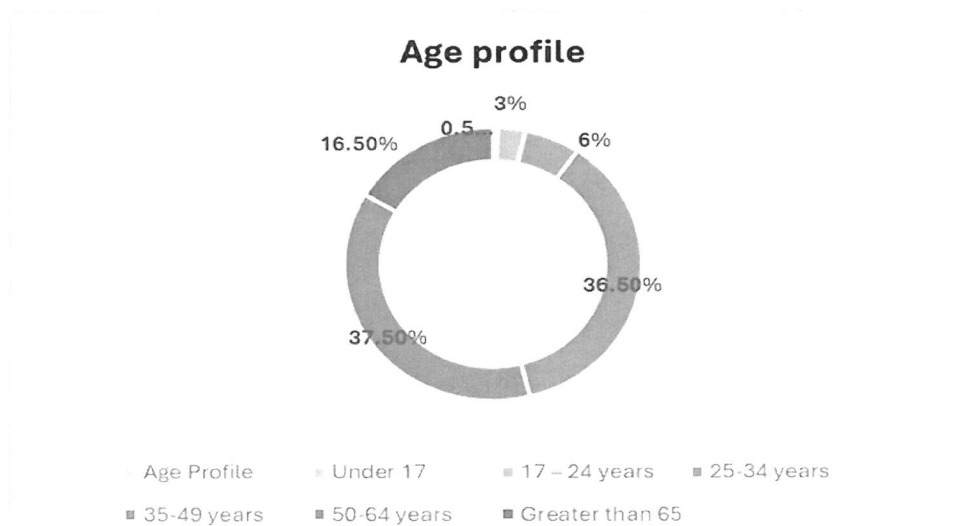
Gender profile

Male	46%
Female	54%

Age profile

Over **two thirds** of clients seen were between the ages of 35 and 64, with the next largest group over 65.

Under 17	0.5%
17 – 24 years	3%
25-34 years	6%
35-49 years	36.5%
50-64 years	37.5%
Greater than 65	16.5%

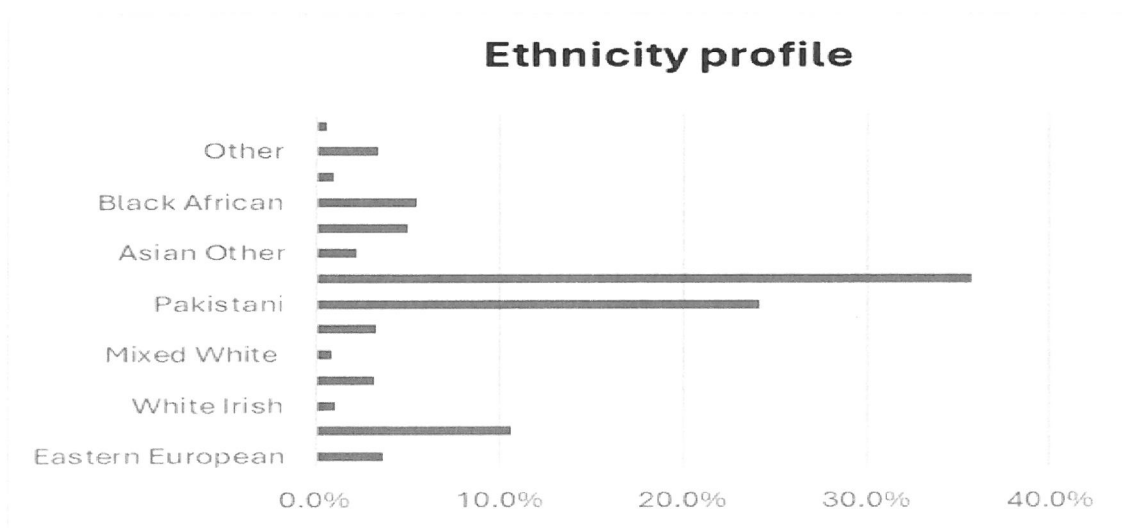


LUTON RIGHTS LIMITED
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2025

ACHIEVEMENTS AND PERFORMANCE *(continued)*

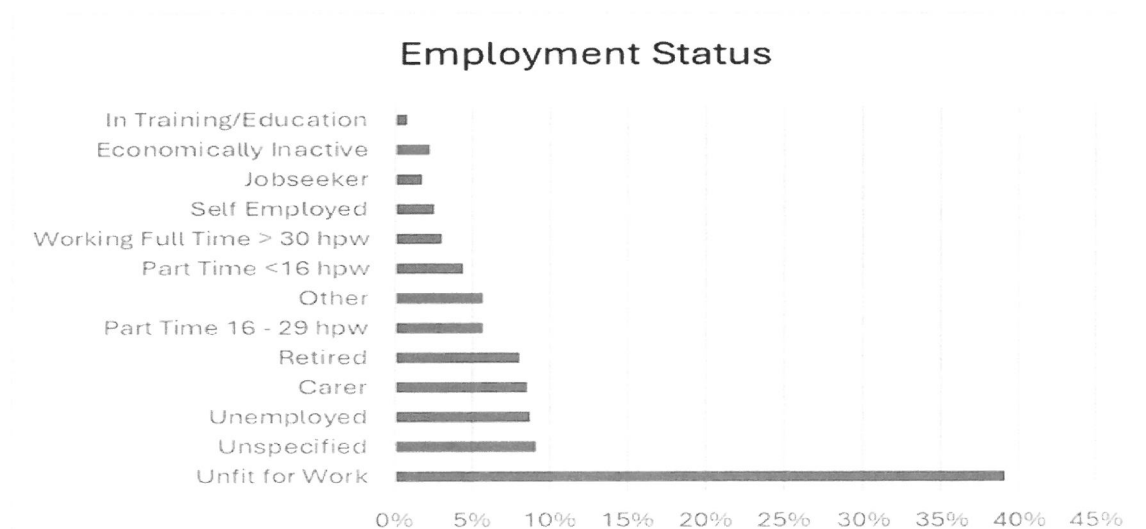
Ethnicity profile

63% of clients were of South Asian heritage. The next highest is White British with 10.7%. This increase in clients from the South Asian Community is due to the targeted outreach work which being carried out within the deprived communities in Luton.



Disability & work-limiting illness

Luton Rights supported 805 clients (some 45% of overall total) who identified themselves as being disabled or suffering from debilitating illness. 39% of clients identified as unfit for work.



LUTON RIGHTS LIMITED
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2025

FUNDING

The following grants and project revenues were received during the year:

	£
Bedfordshire & Luton Community Foundation (BLCF) - CIF	106,000
BLCF - Employer National Insurance	3,181
The Access Foundation	17,962
National Lottery Community Fund	24,580
East of England Probation Region Grants	24,706
Other Grants and Fees	6,943
	<u>183,372</u>

FINANCIAL REVIEW

The results of the charity for the year are set out in the Statement of Financial Activities on page 10.

Overall the charity had a surplus for the year of £16,003 (2024 - Deficit £21,089).

Investment powers and policy

Under the Memorandum and Articles of Association, the charity has the power to invest in any way the trustees wish.

Reserves policy

Unrestricted funds

In accordance with guidelines issued by the Charity Commissioners, the Trustees have adopted a policy regarding reserves to ensure that sufficient finance is available to adequately respond to the potential for a curtailment or cessation of operations in the event of a significant variation in funding.

The level of reserves is considered and reviewed at regular intervals by the Trustees.

PLANS FOR THE FUTURE

Fundraising

Luton Rights has partnered with a professional fundraising organisation to implement a comprehensive funding strategy. This initiative aims to broaden our income streams and strengthen the long-term sustainability of the charity.

Specialist Welfare Benefits advice

Luton Rights will continue to work as part of Luton Access, collaborating with Citizens Advice Luton, to support clients who are referred after initial assessment for specialist welfare Benefits advice, and particularly, those clients who are most vulnerable. The current demand far outstrips capacity and as such, we will be seeking additional funding to increase resources in this area.

LUTON RIGHTS LIMITED

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31ST MARCH 2025

PLANS FOR THE FUTURE (*continued*)

Family Mediation

Luton Rights will continue providing family mediation and has trained a member of staff working towards accreditation as a mediator. The service provides Legal Aid mediation to those who qualify for Legal Aid.

Community Outreach Advice – Funded by The National Lottery Community Fund

Luton Rights, in partnership with Citizens Advice Luton and Luton Law Centre, successfully secured funding from The National Lottery Community Fund. The project commenced in January 2025 and will run for five years. We will continue delivering a dedicated outreach service within the community, with the capacity to expand into additional community locations as the project develops.

HMCTS Digital Support Service

Luton Rights has partnered with We Are Group (formerly known as We Are Digital) to support people remotely and face to face with HMCTS forms. This project started in June 2022 and Luton Rights will be working collaboratively with We Are Group to expand on the digital support offer.

His Majesty's Prison & Probation Service

The project began in January 2024 with an initial duration of 18 months and has since been extended for an additional 18 months. We remain committed to delivering on the project objectives while actively pursuing further funding to ensure its long-term sustainability.

Access Foundation – Digital Skills Training

The project, which started in June 2024 and was funded for one year, has now concluded. However, we are exploring opportunities for additional funding to address the significant demand it has created. As part of this initiative, we successfully equipped a dedicated training room that will continue to be used for delivering digital skills training.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity was formed in March 2003 as an unincorporated charity which was registered with the Charity Commission. It was incorporated on 24th May 2006 as a company limited by guarantee, and was re-registered with the Charity Commission on 22nd March 2012.

The governing instruments currently in force are the Memorandum and Articles of Association.

There are currently 5 members (2024 - 5), each of whom agrees to contribute £10 in the event of the charity winding up.

Appointment of trustees

Trustees are appointed by the members at the Annual General Meeting, which is normally held in December.

LUTON RIGHTS LIMITED

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31ST MARCH 2025

STRUCTURE, GOVERNANCE AND MANAGEMENT (continued)

Trustees induction and training

All new Trustees are given an induction pack to keep. These packs are reviewed and updated regularly.

The pack includes:-

- Governing document
- Standing orders
- Sets of recent board papers and minutes and dates of next meetings
- Terms of reference of committees, sub-committees, working groups
- Annual Reports and accounts for the previous three years
- Policy documents including equal opportunities and financial control
- Brief history of the organisation
- Structure of the organisation - committees, sub-committees, working groups, user groups, staff
- Staff structure
- Centre managers job description
- Information about premises
- Publicity
- Business plan
- Task descriptions of Trustees and Honorary Officers
- A profile of Trustees and contact details
- A Trustee Guide giving guidance on roles and responsibilities of Trustees

Organisation

The names of the Trustees who served during the year are set out on page 8.

The Trustees meet on a regular basis and the day to day management of the charity is delegated to the CEO.

Management Advisory committee

The Luton Rights Management Advisory Committee is a committee of the Board of Trustees and as such is answerable to it. The committee is established for an annual term every year. Should the Board not be able to place confidence in the work of the management committee during the year, an Extraordinary General Meeting (EGM) must be called for the committee to be disbanded. As part of the renewal process, the Board must assess the work done by the management committee against the requirements of the Board.

Purpose of management committee

- To provide Luton Rights Board of Trustees with the views, opinions and knowledge of the wider community in Luton to ensure the work of Luton Rights remains representative of and reflects the needs of the wider community. The management committee will provide an advisory service to the Board of Trustees.
- To provide the role of "critical friend" through receiving reports and making comments on the plans, delivery and impact of Luton Rights work, making recommendations and raising concerns where necessary to the Board of Trustees.

Risk management

The Trustees carry out an annual review of the risks which the charity may face, have established systems and procedures to mitigate any risks identified and minimise any potential impact should any identified risks materialise.


LUTON RIGHTS LIMITED**REPORT OF THE TRUSTEES****FOR THE YEAR ENDED 31ST MARCH 2025****REFERENCE AND ADMINISTRATIVE INFORMATION**

Registered Company No.	5828180 (England and Wales)		
Registered Charity No.	1146500		
Trustees	D Billington P Cowan MBE R Cartwright Cllr S Goodchild O Ajayi	Chair Treasurer	
Company Secretary	Cllr S Goodchild		
Management and Development	Mrs R Chowdhury	CEO	
Management Advisory Committee	Cllr David Franks Cllr Basit Mahmood Cllr Yarun Begum Cllr Babatunde Ajisola Tariq Haider Ali Aklakul Islam Cllr Gillian Fry	Luton Borough Council Luton Borough Council Luton Borough Council Luton Trades Council Staff Representation Volunteer Representation Luton Borough Council	(Resigned May 2025) (Resigned May 2024) (Appointed May 2024) (Appointed May 2024) (Appointed May 2024) (Appointed May 2025)
Registered Office	2nd Floor Unite House 28 King Street Luton Beds LU1 2DP		
Independent Examiner	Tara Aldwin ACA FKCA Limited 260 - 270 Butterfield Great Marlings Luton Beds LU2 8DL		
Bankers	Unity Trust Bank PO Box 7193 Planetary Road Willenhall WV1 9DG		

LUTON RIGHTS LIMITED
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2025

The Report of the Trustees has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

Signed, on behalf of the Board,


.....
P Cowan
Trustee

15 New Bedford Road
Luton
Beds
LU1 1SA

.....
11/12/2025
.....

LUTON RIGHTS LIMITED
STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING
INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31ST MARCH 2025

	Note	Unrestricted Funds	Restricted Funds	2025 Total Funds £	2024 Total Funds £
Income from:					
Charitable activities:					
BLCF		-	109,181	109,181	113,377
OFFA		-	-	-	13,000
We are Digital Training Limited		-	-	-	6,175
The Access Foundation		-	17,962	17,962	-
National Lottery Community Fund		-	24,580	24,580	-
East of England Probation Region Grants		-	24,706	24,706	6,174
Other grants and fees		6,943	-	6,943	10,176
Total		6,943	176,429	183,372	148,902
Expenditure on:					
Charitable activities	3	16,292	151,077	167,369	169,991
Total	4	16,292	151,077	167,369	169,991
Net movement in funds	2	(9,349)	25,352	16,003	(21,089)
Reconciliation of funds:					
Balance brought forward at 1st April 2024		111,957	-	111,957	133,046
Balance carried forward at 31st March 2025		102,608	25,352	127,960	111,957

LUTON RIGHTS LIMITED**BALANCE SHEET****AS AT 31ST MARCH 2025**

	Note	2025	2024
		£	£
FIXED ASSETS			
Tangible fixed assets	7	2,019	613
CURRENT ASSETS			
Debtors	8	25,804	32,507
Cash at bank and in hand		101,054	85,983
		<u>126,858</u>	<u>118,490</u>
LESS: CURRENT LIABILITIES			
Liabilities: amounts falling due within one year	9	<u>917</u>	<u>7,146</u>
NET CURRENT ASSETS		<u>125,941</u>	<u>111,344</u>
NET ASSETS		<u>127,960</u>	<u>111,957</u>
FUNDS			
Unrestricted:			
General		2,019	613
Designated	10	100,589	111,344
Restricted	11	<u>25,352</u>	<u>-</u>
TOTAL FUNDS		<u>127,960</u>	<u>111,957</u>

The charity is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2025.

The members have not required the charity to obtain an audit of its accounts for the year ended 31st March 2025 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for :

(a) ensuring that the charity keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and

(b) preparing accounts which give a true and fair view of the state of affairs of the charity as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Section 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the charity.

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

Approved by the Trustees on 11/12/2025

and signed on their behalf by:

P Cowan

P Cowan
Trustee

Company Registration Number: 5828180

LUTON RIGHTS LIMITED**NOTES TO THE ACCOUNTS****FOR THE YEAR ENDED 31ST MARCH 2025**

1. ACCOUNTING POLICIES**(a) Basis of preparation**

- (i) The accounts have been prepared under the historical cost convention.
- (ii) The accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1st January 2019) and the Companies Act 2006.
- (iii) The charity meets the definition of a public benefit entity under FRS102.
- (iv) The presentation currency of the accounts is in Pounds Sterling (£), which is the functional currency of the charity.

(b) Company status

The charity is a company limited by guarantee. The members of the charity are the trustees named on page 8. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity.

(c) Fund accounting

- (i) The charity's unrestricted general fund consists of funds which the charity may use for its purposes at its discretion. The designated funds are set aside from unrestricted general funds for specific future purposes.
- (ii) The charity's restricted funds are those where the donor has imposed restrictions on the use of the funds which are legally binding.

(d) Income recognition

All income is accounted for when the charity has entitlement, there is certainty of receipt and the amount is measurable. Income is accounted for on a receivable basis, except where donors specify that donations and grants given to the charity must be used in future accounting periods, then the income is deferred until those periods.

(e) Expenditure recognition

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

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include costs linked to the strategic management of the charity.

(f) Fixed assets and depreciation

Tangible fixed assets are stated at cost less accumulated depreciation. Depreciation is charged on the reducing balance basis over the expected useful lives of the assets at the following rates:

Computer equipment - 33.33%

LUTON RIGHTS LIMITED

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31ST MARCH 2025

1. ACCOUNTING POLICIES (continued)

(g) Pension costs and other post - retirement benefits

The charity operates a defined contribution pension held in a separately administered fund. Contributions payable to the pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

(h) Government grants

Government grants are recognised when it is reasonable to expect that the grants will be received and that all related conditions will be met, usually on submission of a valid claim for payment. Grants of a revenue nature are credited to income so as to match them with the expenditure to which they relate.

2. NET MOVEMENTS IN FUNDS FOR THE YEAR	2025 £	2024 £
Net movement in funds is stated after charging:		
Staff costs (note 5)	129,121	140,072
Independent Examiners' remuneration	4,444	4,418
	<u>133,565</u>	<u>144,490</u>

3. CHARITABLE EXPENDITURE			2025	2024
Advice and information services	Unrestricted Funds	Restricted Funds	Total £	Total £
Salaries costs	1,374	127,747	129,121	140,072
Activity costs	10,474	18,766	29,240	19,491
Premises	-	4,564	4,564	6,010
Governance costs	4,444	-	4,444	4,418
Total	<u>16,292</u>	<u>151,077</u>	<u>167,369</u>	<u>169,991</u>

LUTON RIGHTS LIMITED
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2025

4. ANALYSIS OF EXPENDITURE

	Basis of allocation	Charitable activities	Grant Applications	2025 Total £	2024 Total £
Costs directly allocated to activities					
	Actual				
Staff costs		129,121	-	129,121	140,072
Project costs		9,170	-	9,170	300
General office costs		16,923	-	16,923	14,458
Training		581	-	581	393
Accountancy		4,444	-	4,444	4,418
		<u>160,239</u>	<u>-</u>	<u>160,239</u>	<u>159,641</u>
Support costs allocated to activities					
Premises	Floor Area	4,564	-	4,564	6,010
Professional fees	Usage	1,146	-	1,146	1,883
Communications	Usage	1,126	-	1,126	2,246
Depreciation	Usage	294	-	294	211
		<u>7,130</u>	<u>-</u>	<u>7,130</u>	<u>10,350</u>
Total expenditure		<u>167,369</u>	<u>-</u>	<u>167,369</u>	<u>169,991</u>

5. STAFF COSTS AND NUMBERS

Staff costs	2025	2024
	£	£
Wages and salaries	124,963	133,613
Social security costs	4,158	6,459
	<u>129,121</u>	<u>140,072</u>
Staff numbers by function	Number	Number
Advice and information workers	<u>8</u>	<u>6</u>

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

No trustee received remuneration or reimbursement of expenses.

LUTON RIGHTS LIMITED
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2025

6. COMPARATIVES FROM THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted Funds	Restricted Funds	2024 Total Funds £
Income from:			
Charitable activities	36,017	112,885	148,902
Total	<u>36,017</u>	<u>112,885</u>	<u>148,902</u>
Expenditure on:			
Charitable activities	57,106	112,885	169,991
Total	<u>57,106</u>	<u>112,885</u>	<u>169,991</u>
Net movement in funds	(21,089)	-	(21,089)
Reconciliation of funds:			
Balance brought forward at 1st April 2023	133,046	-	133,046
Balance carried forward at 31st March 2024	111,957	-	111,957

	Equipment £
7. TANGIBLE FIXED ASSETS	
Cost	
At 1st April 2024	7,019
Additions	<u>1,700</u>
At 31st March 2025	<u>8,719</u>
Accumulated depreciation	
At 1st April 2024	6,406
Charge for the year	<u>294</u>
At 31st March 2025	<u>6,700</u>
Net book value	
At 31st March 2025	<u>2,019</u>
At 31st March 2024	<u>613</u>

LUTON RIGHTS LIMITED
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2025

	2025	2024
	£	£
8. DEBTORS		
Accrued income - grants and fees	24,608	30,942
Prepayments	<u>1,196</u>	<u>1,565</u>
	<u>25,804</u>	<u>32,507</u>

	2025	2024
	£	£
9. LIABILITIES		
Amounts falling due within one year		
Other creditors	367	708
Accruals and deferred income	<u>550</u>	<u>6,438</u>
	<u>917</u>	<u>7,146</u>

10. DESIGNATED FUND

The trustees have designated reserves of the charity in recognising the charity's responsibility to cover anticipated costs in respect of re-organisation expenditure to move the charity forward in the future.

	£
Redundancy Fund	30,000
Re-organisation costs	45,000
Dilapidations	6,000
Staff/Trustee/Volunteer Training Fund	3,000
Capital Development Plans	<u>16,589</u>
Total	<u>100,589</u>

LUTON RIGHTS LIMITED**NOTES TO THE ACCOUNTS****FOR THE YEAR ENDED 31ST MARCH 2025**

11. MOVEMENT IN FUNDS	Balance 1st April 2024 £	Income in year £	Expenditure in year £	Transfer £	Balance 31st March 2025 £
RESTRICTED FUNDS					
Bedfordshire & Luton Community Foundation (BLCF)	-	109,181	(106,000)	-	3,181
East of England Probation Region Grants	-	24,706	(24,679)	-	27
The Access Foundation	-	17,962	(15,056)	-	2,906
National Lottery Community Fund	-	24,580	(5,342)	-	19,238
	-	176,429	(151,077)	-	25,352
UNRESTRICTED FUNDS					
General	613	6,943	(16,292)	10,755	2,019
Designated	111,344	-	-	(10,755)	100,589
	111,957	6,943	(16,292)	-	102,608
TOTAL FUNDS	111,957	183,372	(167,369)	-	127,960

Bedfordshire and Luton Community Foundation (BLCF)

The purpose of this fund was in relation to provision of specialist Welfare Benefits Advice, Casework and Representation which includes Specialist form filling and Mandatory Reconsiderations, Appeals and Tribunals.

East of England Probation Regional Grants

Luton Rights was granted funding to deliver services for people from Minority Ethnic Groups East of England, specific location Bedfordshire and surrounding areas. The Commissioned Rehabilitative Services (CRS Provision) General Grant Scheme for support for people with shared protected characteristics or shared experiences or to promote rehabilitation and desistance is named by Luton Rights as Community Links Project.

The project formally started on 1st January 2024 and has a duration of eighteen months to 30th June 2025. The project will provide support to a minimum of 108 persons on probation from ethnic minority backgrounds/origin. This was extended for a further 18 months from June 2025.

The Access Foundation

This was a 1 year project funded to provide 100 individuals with low to no basic IT skills with basic IT training and support to further training and or employment.

National Lottery Community Fund

The "Luton Access – Working Together to Support You" project brings together three established advice providers in Luton – Citizens Advice Luton (CAL), Luton Law Centre (LLC), and Luton Rights (LR) – to deliver integrated, accessible, and community-led support to the town's most vulnerable residents

LUTON RIGHTS LIMITED

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31ST MARCH 2025

11. COMPARISON FOR MOVEMENT IN FUNDS - Cont.

	Balance 1st April 2023 £	Income in year £	Expenditure in year £	Transfer £	Balance 31st March 2024 £
RESTRICTED FUNDS					
Bedfordshire & Luton Community Foundation (BLCF)	-	106,711	(106,711)	-	-
East of England Probation Region Grants	-	6,174	(6,174)	-	-
	-	112,885	(112,885)	-	-
UNRESTRICTED FUNDS					
General	62,346	36,017	(57,106)	(40,644)	613
Designated	70,700	-	-	40,644	111,344
	133,046	36,017	(57,106)	-	111,957
TOTAL FUNDS	133,046	148,902	(169,991)	-	111,957

12. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	2025			2024		
	Tangible Fixed Assets	Net Current Assets	Total £	Tangible Fixed Assets	Net Current Assets	Total £
Restricted funds						
Projects	-	25,352	25,352	-	-	-
Unrestricted funds						
General	2,019	-	2,019	613	-	613
Designated	-	100,589	100,589	-	111,344	111,344
	2,019	125,941	127,960	613	111,344	111,957

13. RELATED PARTY TRANSACTIONS

There were no related party transactions during the year (2024 - none).

14. TAXATION

As a charity, Luton Rights Limited is exempt from tax on income and gains falling within section 478 of the Corporation Tax Act 2010 or section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

15. LEASING AGREEMENTS

Minimum lease payments under non - cancellable operating leases fall due as follows:

	2025 £	2024 £
Within one year	3,000	3,000
Within two to five years	3,750	6,750

**INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF LUTON RIGHTS LIMITED
FOR THE YEAR ENDED 31ST MARCH 2025**

I report to the charity trustees on my examination of the accounts of the company for the year ended 31st March 2025, which are set out on pages 10 to 18.

Responsibilities and basis of report

As the charity's trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

Having satisfied myself that the accounts of the company are not required to be audited under part 16 of the 2006 Act or section 144(2) of the Charities Act 2011 (the 2011 Act) and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the 2011 Act. In carrying out my examination I have followed the directions given by the Charity Commission under section 145 (5)(b) of the 2011 Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to 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 accounts to be reached.



**Tara Aldwin ACA
FKCA LIMITED
Chartered Accountants**

260 - 270 Butterfield
Great Marlings
Luton
Bedfordshire
LU2 8DL

..... 17 December 2025

LUTON RIGHTS LIMITED

England & Wales - Charity number 1146500

Accounts

LUTON RIGHTS LIMITED

**Registered Company No. 5828180 (England and Wales)
Registered Charity No. 1146500**

**ACCOUNTS
31ST MARCH 2024**

LUTON RIGHTS LIMITED

ACCOUNTS

FOR THE YEAR ENDED 31ST MARCH 2024

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Independent Examiners' Report to the Trustees	19

LUTON RIGHTS LIMITED

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31ST MARCH 2024

The Trustees, who are also Directors of the charity for the purposes of Company Law, present their annual report together with the accounts for the year ended 31st March 2024. They are prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1st January 2019).

OBJECTIVES AND ACTIVITIES

Objects and activity

The charity's objects are:

- the relief of unemployment for the public benefit in such ways as may be thought fit including assistance to find employment.
- the relief of poverty through the provision of advice, information and legal representation.

The beneficiaries of these objects are all adults who live in the Unitary Authority of Luton and the surrounding area within Bedfordshire.

The Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing their aims and objectives and in planning future activities. In particular, the Trustees consider how planned activities will contribute to the aims and objectives they have set.

ACHIEVEMENTS AND PERFORMANCE

Luton Rights is a registered charity in Luton, dedicated to providing local residents, especially the vulnerable, with high-quality free advice, casework, and representation. Our services include specialist welfare benefits, community outreach, family mediation, HMCTS support, and partnerships with Luton Borough Council, Citizens Advice Luton, Luton Law Centre, and Luton Irish Forum, as part of Luton Access.

The Luton Access partnership continues to receive financial support from the Community Investment Fund, administered by Bedfordshire and Luton Community Foundation. This funding enables us to provide core services to residents. However, the funding has been reduced compared to pre-COVID times, making it challenging to maintain these services. A new three-year funding programme starting in April 2024 has been agreed upon, with a 5% reduction year on year from 2025. The three year funding model will provide stability as it allows us to plan services according to our income. However, the year on year reduction in real terms, means services may have to be cut accordingly.

The fiscal year 2023–2024 has been challenging due to increased demand for our services, driven by the financial difficulties residents face from the rising cost of living. The Beds and Luton Community Foundation remained our primary source of income. In January 2023, funding from SEMLEP ceased, leading to the planned closure of our employment support project. This has been a significant loss for both our organisation and Luton residents, who continue to experience disproportionately high rates of unemployment and economic inactivity. Throughout the year, Specialist Welfare Benefits Advice and Casework were provided from Community House and specific outreach locations. Family Mediation services continued from King Street.

LUTON RIGHTS LIMITED

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31ST MARCH 2024

ACHIEVEMENTS AND PERFORMANCE *(continued)*

In 2023-2024, we introduced a dedicated advice line, which was successful. However, many people seeking advice preferred in-person support due to additional barriers. We have decided to keep the phone advice option available during our opening times to manage and sustain the service with our limited resources.

A small grant from the Community Justice Foundation enabled us to provide additional outreach resources to help clients with form filling, a significant need in the community. The demand for form filling and online claims remains very high.

Since June 2022, Luton Rights has partnered with We Are Group to offer online assistance with HMCTS forms. This partnership has allowed us to create additional revenue streams while offering supplementary services like free divorce application assistance, which clients would otherwise have to pay for if using a private firm.

The overall demand for Specialist Welfare Benefits far exceeds our limited resources, resulting in a continuing waiting list.

We express our gratitude to our staff and volunteers for their hard work in supporting our service users during this difficult time. We also thank our service users for their understanding and cooperation.

Finally, we extend our thanks to our partners and funders for their continued support. During the year, Luton Rights has provided:

Specialist Welfare Benefits advice and casework, including appeals and representation at tribunals.

Community outreach advice at the Centre for Youth and Community Development and Bury Park Community Centre, focusing on increasing access to advice for the most vulnerable and disadvantaged.

Family mediation services for Luton residents who are separating or facing divorce.

Cost of Living project, providing holistic advice and casework to individuals facing hardship due to the cost-of-living crisis until December 2023.

HMCTS Digital Support in partnership with We Are Group, providing online support for individuals with His Majesty's Courts and Tribunal Service's forms.

Digital Support Project, addressing digital exclusion by supporting individuals with their online claims and providing those in data poverty with mobile SIM cards, allowing them six months of free calls and data donated by the Good Things Foundation.

During the year Luton Rights provided direct intervention for **1,870** clients compared to 1,547 from the previous year. Specialist Welfare Benefits account for **80%** of all Luton Rights work. 543 clients were seen in community outreach locations for advice.

LUTON RIGHTS LIMITED
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2024

ACHIEVEMENTS AND PERFORMANCE *(continued)*

The breakdown by issue is as follows:

Welfare Benefits	1496
HMCTS Support	164
Housing	85
Family Mediation	80
General	45
Total	1870

Total Financial Gains for clients:

Luton Rights' clients received **£5,432,415** worth of Welfare Benefits that they were entitled to but were unable to access without direct intervention from our advisers. This is a substantial increase from the previous year of **£3,874,511** which could be attributed to the additional support provided by completing benefit claim forms for those who are not able to do so themselves.

Data taken from our records shows we worked with:

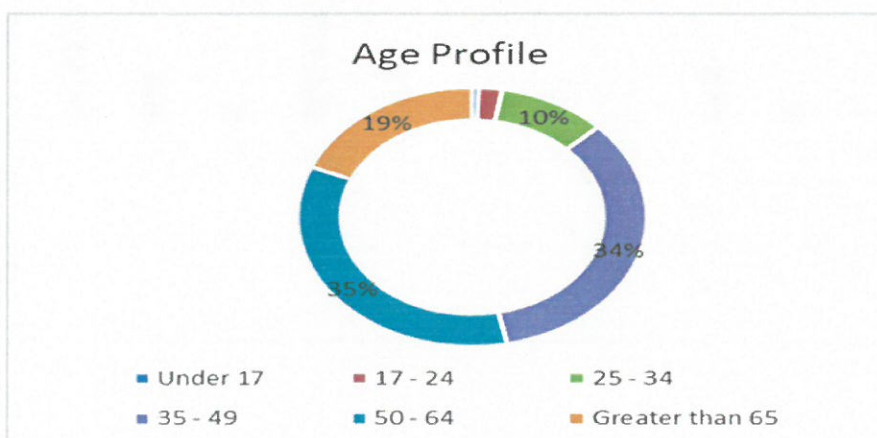
Gender profile

Male	47%
Female	53%

Age profile

Over **two thirds** of clients seen were between the ages of 35 and 64, with the next largest group over 65.

Under 17	1%
17 – 24 years	2%
25-34 years	10%
35-49 years	33%
50-64 years	35%
Greater than 65	19%

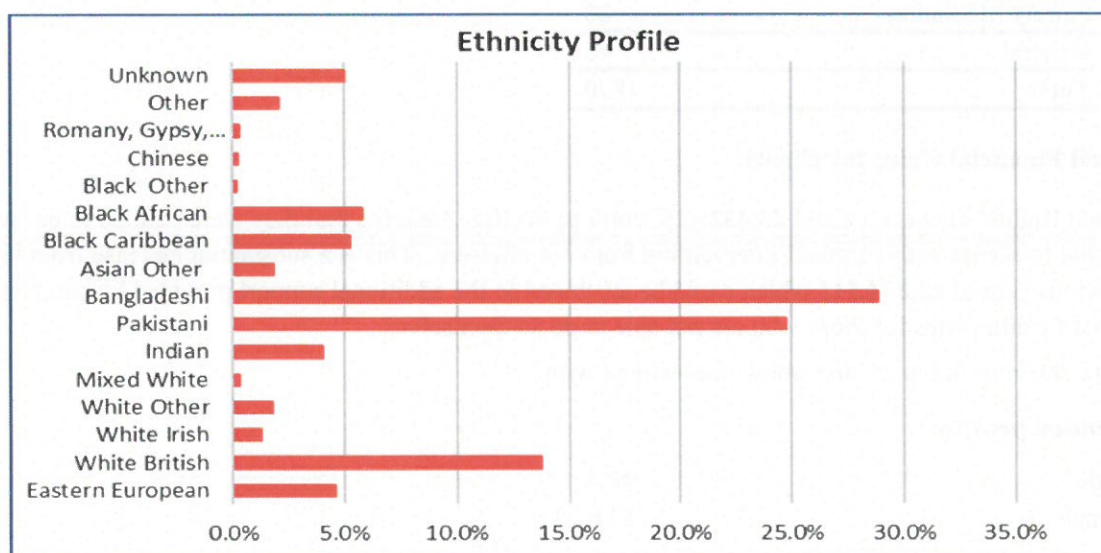


LUTON RIGHTS LIMITED
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2024

ACHIEVEMENTS AND PERFORMANCE *(continued)*

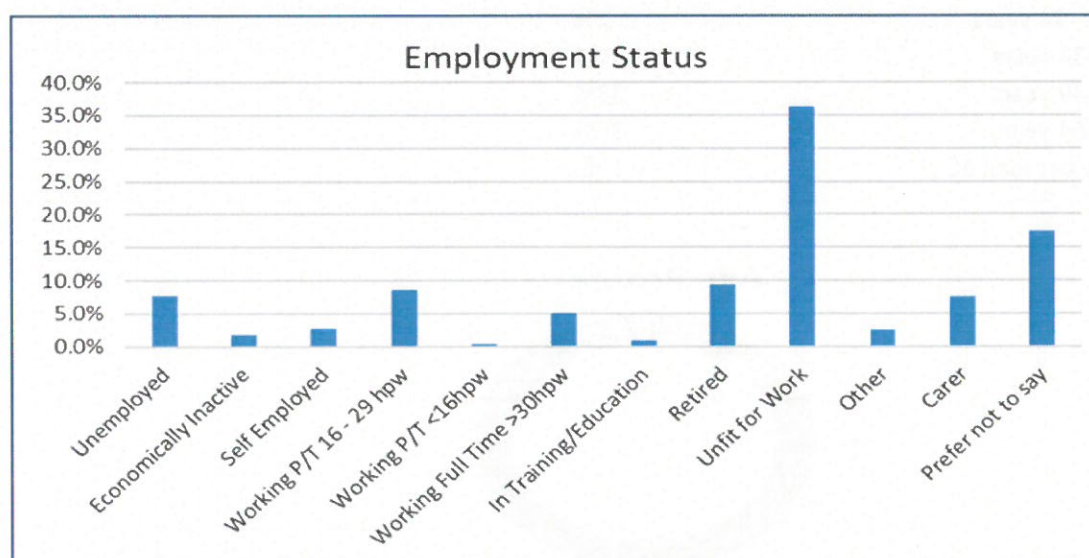
Ethnicity profile

58% of clients were of South Asian heritage. The next highest is White British with 14%. This increase in clients from the South Asian Community is due to the targeted outreach work which being carried out within the deprived communities in Luton.



Disability & work-limiting illness

Luton Rights supported 753 clients (some 40% of overall total) who identified themselves as being disabled or suffering from debilitating illness. 86% of clients identified as unfit for work.



LUTON RIGHTS LIMITED
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2024

FUNDING

The following grants and project revenues were received during the year:

	£
Bedfordshire & Luton Community Foundation (BLCF) - CIF	106,711
BLCF - Community Recovery Fund	6,666
OFFA	13,000
We are Digital Training Limited	6,175
East of England Probation Region Grants	6,174
BLCF - Collaboration Fund	3,750
Other Grants and Fees	6,426
	<u>148,902</u>

FINANCIAL REVIEW

The results of the charity for the year are set out in the Statement of Financial Activities on page 10.

Overall the charity had a deficit for the year of £21,089 (2023 - £6,182).

Investment powers and policy

Under the Memorandum and Articles of Association, the charity has the power to invest in any way the trustees wish.

Reserves policy

Unrestricted funds

In accordance with guidelines issued by the Charity Commissioners, the Trustees have adopted a policy regarding reserves to ensure that sufficient finance is available to adequately respond to the potential for a curtailment or cessation of operations in the event of a significant variation in funding.

The level of reserves is considered and reviewed at regular intervals by the Trustees.

PLANS FOR THE FUTURE

Strategic Development Plan 2025-28

A fully costed plan will be developed in collaboration with our stakeholders to provide a clear vision with an operational strategy underpinned by sustainability.

Specialist Welfare Benefits advice

Luton Rights will continue to work as part of Luton Access, collaborating with Citizens Advice Luton, to support clients who are referred after initial assessment for specialist welfare Benefits advice, and particularly, those clients who are most vulnerable. The current demand far outstrips capacity and as such, we will be seeking additional funding to increase resources in this area.

LUTON RIGHTS LIMITED
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2024

PLANS FOR THE FUTURE (*continued*)

Family Mediation

Luton Rights will continue providing family mediation and has trained a member of staff working towards accreditation as a mediator. The service provides Legal Aid mediation to those who qualify for Legal Aid.

Community Outreach Advice

Luton Rights have been successful in partnership bid with Citizens Advice Luton and Luton Law Centre from National Lottery. This project will commence from January 2025 for 5 years and will Luton Rights to provide a distinct outreach provision in the community with the capacity to expand the provision into other community locations.

HMCTS Digital Support Service

Luton Rights has partnered with We Are Group (formerly known as We Are Digital) to support people remotely and face to face with HMCTS forms. This project started in June 2022 and Luton Rights will be working collaboratively with We Are Group to expand on the digital support offer.

His Majesty's Prison & Probation Service

Project commenced January 2024 for 18 months and Luton Rights will be working towards sustaining the project beyond the lifetime of the current funding.

Access Foundation – Digital Skills Training

Project commenced June 2024 for 1 year to train 100 individuals with basic digital skills and Luton Rights will be aiming to sustain this project beyond the lifetime of the current funding.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity was formed in March 2003 as an unincorporated charity which was registered with the Charity Commission. It was incorporated on 24th May 2006 as a company limited by guarantee, and was re-registered with the Charity Commission on 22nd March 2012.

The governing instruments currently in force are the Memorandum and Articles of Association.

There are currently 5 members (2023 - 5), each of whom agrees to contribute £10 in the event of the charity winding up.

Appointment of trustees

Trustees are appointed by the members at the Annual General Meeting, which is normally held in December.

LUTON RIGHTS LIMITED

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31ST MARCH 2024

STRUCTURE, GOVERNANCE AND MANAGEMENT (continued)

Trustees induction and training

All new Trustees are given an induction pack to keep. These packs are reviewed and updated regularly.

The pack includes:-

- Governing document
- Standing orders
- Sets of recent board papers and minutes and dates of next meetings
- Terms of reference of committees, sub-committees, working groups
- Annual Reports and accounts for the previous three years
- Policy documents including equal opportunities and financial control
- Brief history of the organisation
- Structure of the organisation - committees, sub-committees, working groups, user groups, staff
- Staff structure
- Centre managers job description
- Information about premises
- Publicity
- Business plan
- Task descriptions of Trustees and Honorary Officers
- A profile of Trustees and contact details
- A Trustee Guide giving guidance on roles and responsibilities of Trustees

Organisation

The names of the Trustees who served during the year are set out on page 8.

The Trustees meet on a regular basis and the day to day management of the charity is delegated to the Centre Manager.

Management committee

The Luton Rights Management Committee is a committee of the Board of Trustees and as such is answerable to it. The committee is established for an annual term every year. Should the Board not be able to place confidence in the work of the management committee during the year, an Extraordinary General Meeting (EGM) must be called for the committee to be disbanded. As part of the renewal process, the Board must assess the work done by the management committee against the requirements of the Board.

Purpose of management committee

- To provide Luton Rights Board of Trustees with the views, opinions and knowledge of the wider community in Luton to ensure the work of Luton Rights remains representative of and reflects the needs of the wider community. The management committee will provide an advisory service to the Board of Trustees.
- To provide the role of "critical friend" through receiving reports and making comments on the plans, delivery and impact of Luton Rights work, making recommendations and raising concerns where necessary to the Board of Trustees.

Risk management

The Trustees carry out an annual review of the risks which the charity may face, have established systems and procedures to mitigate any risks identified and minimise any potential impact should any identified risks materialise.

LUTON RIGHTS LIMITED**REPORT OF THE TRUSTEES****FOR THE YEAR ENDED 31ST MARCH 2024****REFERENCE AND ADMINISTRATIVE INFORMATION**

Registered Company No.	5828180 (England and Wales)		
Registered Charity No.	1146500		
Trustees	D Billington P Cowan MBE R Cartwright Cllr S Goodchild O Ajayi	Chair Treasurer	
Company Secretary	Cllr S Goodchild		
Management and Development	Mrs R Chowdhury	Centre Manager	
Management Committee	M Keaney Cllr David Franks Cllr Basit Mahmood Cllr Yarun Begum Cllr Babatunde Ajisola Tariq Haider Ali Aklakul Islam	Luton Trades Council Staff Representation Volunteer Representation	(Resigned December 2023) (Appointed May 2023) (Resigned May 2024) (Appointed May 2024) (Appointed December 2023) (Appointed May 2024) (Appointed May 2024)
Registered Office	2nd Floor Unite House 28 King Street Luton Beds LU1 2DP		
Independent Examiner	Tara Aldwin ACA FKCA Limited 260 - 270 Butterfield Great Marlings Luton Beds LU2 8DL		
Bankers	Unity Trust Bank PO Box 7193 Planetary Road Willenhall WV1 9DG		

LUTON RIGHTS LIMITED
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2024

The Report of the Trustees has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

Signed, on behalf of the Board,

 FCA

.....
P Cowan
Trustee

15 New Bedford Road
Luton
Beds
LU1 1SA

.....
19/12/2024

LUTON RIGHTS LIMITED
STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING
INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31ST MARCH 2024

	Note	Unrestricted Funds	Restricted Funds	2024 Total Funds £	2023 Total Funds £
Income from:					
Charitable activities:					
BLCF		6,666	106,711	113,377	119,457
SEMLEP		-	-	-	39,972
OFFA		13,000	-	13,000	-
We are Digital Training Limited		6,175	-	6,175	3,745
Access to Justice Foundation		-	-	-	12,196
East of England Probation Region Grants		-	6,174	6,174	-
Other grants and fees		10,176	-	10,176	3,055
Total		<u>36,017</u>	<u>112,885</u>	<u>148,902</u>	<u>178,425</u>
Expenditure on:					
Charitable activities	3	57,106	112,885	169,991	184,607
Total	4	<u>57,106</u>	<u>112,885</u>	<u>169,991</u>	<u>184,607</u>
Net movement in funds	2	(21,089)	-	(21,089)	(6,182)
Reconciliation of funds:					
Balance brought forward at 1st April 2023		133,046	-	133,046	139,228
Balance carried forward at 31st March 2024		<u>111,957</u>	<u>-</u>	<u>111,957</u>	<u>133,046</u>

LUTON RIGHTS LIMITED**BALANCE SHEET****AS AT 31ST MARCH 2024**

	Note	2024	2023
		£	£
FIXED ASSETS			
Tangible fixed assets	7	613	595
CURRENT ASSETS			
Debtors	8	32,507	15,785
Cash at bank and in hand		85,983	121,254
		<u>118,490</u>	<u>137,039</u>
LESS: CURRENT LIABILITIES			
Liabilities: amounts falling due within one year	9	<u>7,146</u>	<u>4,588</u>
NET CURRENT ASSETS		<u>111,344</u>	<u>132,451</u>
NET ASSETS		<u>111,957</u>	<u>133,046</u>
FUNDS			
Unrestricted:			
General		-	62,346
Designated	10	111,957	70,700
Restricted		-	-
TOTAL FUNDS		<u>111,957</u>	<u>133,046</u>

The charity is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2024.

The members have not required the charity to obtain an audit of its accounts for the year ended 31st March 2024 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for :

(a) ensuring that the charity keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and

(b) preparing accounts which give a true and fair view of the state of affairs of the charity as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Section 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the charity.

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

Approved by the Trustees on 17/12/2024

and signed on their behalf by:

..... P Cowan FCA
Trustee

Company Registration Number: 5828180

LUTON RIGHTS LIMITED**NOTES TO THE ACCOUNTS****FOR THE YEAR ENDED 31ST MARCH 2024**

1. ACCOUNTING POLICIES**(a) Basis of preparation**

- (i) The accounts have been prepared under the historical cost convention.
- (ii) The accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1st January 2019) and the Companies Act 2006.
- (iii) The charity meets the definition of a public benefit entity under FRS102.
- (iv) The presentation currency of the accounts is in Pounds Sterling (£), which is the functional currency of the charity.

(b) Company status

The charity is a company limited by guarantee. The members of the charity are the trustees named on page 8. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity.

(c) Fund accounting

- (i) The charity's unrestricted general fund consists of funds which the charity may use for its purposes at its discretion. The designated funds are set aside from unrestricted general funds for specific future purposes.
- (ii) The charity's restricted funds are those where the donor has imposed restrictions on the use of the funds which are legally binding.

(d) Income recognition

All income is accounted for when the charity has entitlement, there is certainty of receipt and the amount is measurable. Income is accounted for on a receivable basis, except where donors specify that donations and grants given to the charity must be used in future accounting periods, then the income is deferred until those periods.

(e) Expenditure recognition

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

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include costs linked to the strategic management of the charity.

(f) Fixed assets and depreciation

Tangible fixed assets are stated at cost less accumulated depreciation. Depreciation is charged on the reducing balance basis over the expected useful lives of the assets at the following rates:

Computer equipment - 33.33%

LUTON RIGHTS LIMITED**NOTES TO THE ACCOUNTS****FOR THE YEAR ENDED 31ST MARCH 2024****1. ACCOUNTING POLICIES (continued)****(g) Pension costs and other post - retirement benefits**

The charity operates a defined contribution pension held in a separately administered fund. Contributions payable to the pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

(h) Government grants

Government grants are recognised when it is reasonable to expect that the grants will be received and that all related conditions will be met, usually on submission of a valid claim for payment. Grants of a revenue nature are credited to income so as to match them with the expenditure to which they relate.

2. NET MOVEMENTS IN FUNDS FOR THE YEAR

Net movement in funds is stated after charging:

	2024 £	2023 £
Staff costs (note 5)	140,072	148,460
Independent Examiners' remuneration	4,418	4,510

3. CHARITABLE EXPENDITURE**Advice and information services**

	Unrestricted Funds	Restricted Funds	2024 Total £	2023 Total £
Salaries costs	40,097	99,975	140,072	148,460
Activity costs	5,487	12,910	18,397	19,219
Premises	7,104	-	7,104	12,418
Governance costs	4,418	-	4,418	4,510
Total	57,106	112,885	169,991	184,607

LUTON RIGHTS LIMITED
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2024

4. ANALYSIS OF EXPENDITURE

	Basis of allocation	Charitable activities	Grant Applications	2024 Total £	2023 Total £
Costs directly allocated to activities					
	Actual				
Staff costs		140,072	-	140,072	148,460
Project costs		300	-	300	1,500
General office costs		13,364	-	13,364	8,704
Training		393	-	393	4,737
Accountancy		4,418	-	4,418	4,510
		<u>158,547</u>	<u>-</u>	<u>158,547</u>	<u>167,911</u>
Support costs allocated to activities					
Premises	Floor Area	7,104	-	7,104	12,418
Professional fees	Usage	1,883	-	1,883	2,396
Communications	Usage	2,246	-	2,246	1,823
Depreciation	Usage	211	-	211	59
		<u>11,444</u>	<u>-</u>	<u>11,444</u>	<u>16,696</u>
Total expenditure		<u>169,991</u>	<u>-</u>	<u>169,991</u>	<u>184,607</u>

5. STAFF COSTS AND NUMBERS

	2024 £	2023 £
Staff costs		
Wages and salaries	133,613	139,951
Social security costs	6,459	8,083
Pension costs	-	426
	<u>140,072</u>	<u>148,460</u>
Staff numbers by function	Number	Number
Advice and information workers	<u>6</u>	<u>6</u>

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

No trustee received remuneration or reimbursement of expenses.

LUTON RIGHTS LIMITED
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2024

6. COMPARATIVES FROM THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted Funds	Restricted Funds	2023 Total Funds £
Income from:			
Charitable activities	178,425	-	178,425
Total	<u>178,425</u>	-	<u>178,425</u>
Expenditure on:			
Charitable activities	184,607	-	184,607
Total	<u>184,607</u>	-	<u>184,607</u>
Net movement in funds	(6,182)	-	(6,182)
Reconciliation of funds:			
Balance brought forward at 1st April 2022	139,228	-	139,228
Balance carried forward at 31st March 2023	<u>133,046</u>	-	<u>133,046</u>

	Equipment £
7. TANGIBLE FIXED ASSETS	
Cost	
At 1st April 2023	6,790
Additions	229
At 31st March 2024	<u>7,019</u>
Accumulated depreciation	
At 1st April 2023	6,195
Charge for the year	211
At 31st March 2024	<u>6,406</u>
Net book value	
At 31st March 2024	<u>613</u>
At 31st March 2023	<u>595</u>

LUTON RIGHTS LIMITED
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2024

	2024	2023
	£	£
8. DEBTORS		
Accrued income - grants and fees	30,942	13,447
Prepayments	1,565	2,338
	<u>32,507</u>	<u>15,785</u>

	2024	2023
	£	£
9. LIABILITIES		
Amounts falling due within one year		
Other creditors	708	-
Accruals and deferred income	6,438	4,588
	<u>7,146</u>	<u>4,588</u>

10. DESIGNATED FUND

The trustees have designated reserves of the charity in recognising the charity's responsibility to cover anticipated costs in respect of re-organisation expenditure to move the charity forward in the future.

	£
Redundancy Fund	30,075
Re-organisation costs	32,053
Dilapidations	3,000
Staff/Trustee/Volunteer Training Fund	6,000
Capital Development Plans	24,000
Business Strategy Plan – Consultancy Cost	15,000
Fundraising Costs	1,829
Total	<u><u>111,957</u></u>

LUTON RIGHTS LIMITED**NOTES TO THE ACCOUNTS****FOR THE YEAR ENDED 31ST MARCH 2024**

11. MOVEMENT IN FUNDS	Balance 1st April 2023 £	Income in year £	Expenditure in year £	Transfer £	Balance 31st March 2024 £
RESTRICTED FUNDS					
Bedfordshire & Luton Community Foundation (BLCF)	-	106,711	(106,711)	-	-
East of England Probation Region Grants	-	6,174	(6,174)	-	-
	-	112,885	(112,885)	-	-
UNRESTRICTED FUNDS					
General	62,346	36,017	(57,106)	(41,257)	-
Designated	70,700	-	-	41,257	111,957
	133,046	36,017	(57,106)	-	111,957
TOTAL FUNDS	133,046	148,902	(169,991)	-	111,957

Bedfordshire and Luton Community Foundation (BLCF)

The purpose of this fund was in relation to provision of specialist Welfare Benefits Advice, Casework and Representation which includes Specialist form filling and Mandatory Reconsiderations, Appeals and Tribunals.

East of England Probation Regional Grants

Luton Rights was granted funding to deliver services for people from Minority Ethnic Groups East of England, specific location Bedfordshire and surrounding areas. The Commissioned Rehabilitative Services (CRS Provision) General Grant Scheme for support for people with shared protected characteristics or shared experiences or to promote rehabilitation and desistance is named by Luton Rights as Community Links Project.

The project formally started on 1st January 2024 and has a duration of eighteen months to 30th June 2025. The project will provide support to a minimum of 108 persons on probation from ethnic minority backgrounds/origin.

COMPARISON FOR MOVEMENT IN FUNDS

	Balance 1st April 2022 £	Income in year £	Expenditure in year £	Transfer £	Balance 31st March 2023 £
UNRESTRICTED FUNDS					
General	68,528	178,425	(184,607)	-	62,346
Designated	70,700	-	-	-	70,700
TOTAL FUNDS	139,228	178,425	(184,607)	-	133,046

LUTON RIGHTS LIMITED**NOTES TO THE ACCOUNTS****FOR THE YEAR ENDED 31ST MARCH 2024**

12. ANALYSIS OF NET ASSETS BETWEEN FUNDS	Tangible Fixed Assets	2024 Net Current Assets	Total	Tangible Fixed Assets	2023 Net Current Assets	Total
			£			£
Restricted funds						
Projects	-	-	-	-	-	-
Unrestricted funds						
General	-	-	-	595	61,751	62,346
Designated	613	111,344	111,957	-	70,700	70,700
	<u>613</u>	<u>111,344</u>	<u>111,957</u>	<u>595</u>	<u>132,451</u>	<u>133,046</u>

13. RELATED PARTY TRANSACTIONS

There were no related party transactions during the year (2023 - none).

14. TAXATION

As a charity, Luton Rights Limited is exempt from tax on income and gains falling within section 478 of the Corporation Tax Act 2010 or section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

15. LEASING AGREEMENTS

Minimum lease payments under non - cancellable operating leases fall due as follows:

	2024	2023
	£	£
Within one year	3,000	3,000
Within two to five years	6,750	9,750
More than five years	-	-
	<u> </u>	<u> </u>

**INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF LUTON RIGHTS LIMITED
FOR THE YEAR ENDED 31ST MARCH 2024**

I report to the charity trustees on my examination of the accounts of the company for the year ended 31st March 2024, which are set out on pages 10 to 18.

Responsibilities and basis of report

As the charity's trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

Having satisfied myself that the accounts of the company are not required to be audited under part 16 of the 2006 Act or section 144(2) of the Charities Act 2011 (the 2011 Act) and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the 2011 Act. In carrying out my examination I have followed the directions given by the Charity Commission under section 145 (5)(b) of the 2011 Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to 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 accounts to be reached.



**Tara Aldwin ACA
FKCA LIMITED
Chartered Accountants**

260 - 270 Butterfield
Great Marlings
Luton
Bedfordshire
LU2 8DL

..... 23/12/2024

LUTON RIGHTS LIMITED

England & Wales - Charity number 1146500

Accounts

LUTON RIGHTS LIMITED

Registered Company No. 5828180 (England and Wales)

Registered Charity No. 1146500

ACCOUNTS

31ST MARCH 2023

LUTON RIGHTS LIMITED

ACCOUNTS

FOR THE YEAR ENDED 31ST MARCH 2023

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Report of the Trustees	1
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Notes to the Accounts	12
Independent Examiners' Report to the Trustees	19

LUTON RIGHTS LIMITED

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31ST MARCH 2023

The Trustees, who are also Directors of the charity for the purposes of Company Law, present their annual report together with the accounts for the year ended 31st March 2023. They are prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1st January 2019).

OBJECTIVES AND ACTIVITIES

Objects and activity

The charity's objects are:

- the relief of unemployment for the public benefit in such ways as may be thought fit including assistance to find employment.
- the relief of poverty through the provision of advice, information and legal representation.

The beneficiaries of these objects are all adults who live in the Unitary Authority of Luton and the surrounding area within Bedfordshire.

The Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing their aims and objectives and in planning future activities. In particular, the Trustees consider how planned activities will contribute to the aims and objectives they have set.

ACHIEVEMENTS AND PERFORMANCE

Luton Rights is a registered charity working in Luton which aims to provide local residents, especially those who are vulnerable, with access to high quality and free advice. Luton Rights also provides a family mediation service, community outreach programme, employment support and continues to work in partnership with Luton Borough Council, Citizens Advice Luton, Luton Law Centre, and Luton Irish Forum, as part of Luton Access.

The Luton Access partnership continues to be financially supported through the Community Investment Fund administered by Bedfordshire and Luton Community Foundation. This funding enables Luton Rights to continue providing core services to residents. The funding has been reduced compared to pre-covid time which has made providing core services extremely challenging.

The fiscal year 2022–2023 has been difficult. The Beds and Luton Community Foundation continued to be the primary source of income; however, in January 2023, the funding from SEMLEP ceased, necessitating the termination of our employment support worker and only being able to retain the administrative position until July 2023.

It is a sad and painful decision to have to let go of employees since the organisation loses valuable expertise and experience, often permanently. Its' impact is more pronounced at this moment when demand for our services remains at an all-time high due to the cost of living crisis.

LUTON RIGHTS LIMITED
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2023

ACHIEVEMENTS AND PERFORMANCE *(continued)*

Throughout the year, Specialist Welfare Benefits Advice and Casework was provided from Community House and in specific outreach locations within the community. Family Mediation continues to be provided from King Street, as well as providing community outreach. Family Mediation continued to be provided from King Street. We were awarded a small grant from the Community Justice Foundation which enabled us to provide support for individuals who were suffering financially from the cost of living crisis. The Cost of Living Project and Community Outreach demonstrated the major barriers that members of the community faced which prevented them from accessing crucial, local, and central government services online. This is a major identified need that Luton Rights Advisers and Volunteers are addressing in outreach and at King Street. The demand currently far outstrips the limited resources that are available for this work.

Furthermore, commencing June 2022, Luton Rights partnered with We Are Group to offer online assistance with HMCTS forms. This partnership has allowed Luton Rights to create additional revenue streams while simultaneously offering supplementary services like free divorce application assistance to individuals. This is a service that clients would otherwise have to pay if instructing a private firm.

The overall demand for Specialist Welfare Benefits far exceeds our limited resources hence there is a continuing waiting list.

We would like to express our gratitude to our staff and volunteers for their continued hard work in supporting our service users during this difficult time. We would also like to convey our thanks to our service users in their understanding and continued co-operation.

Finally, we would like to extend our thanks to our partners and funders for their continued support.

During the year Luton Rights has provided :-

Specialist Welfare Benefits advice including appeals and representation at tribunals for clients.

Community outreach advice at the Centre for Youth and Community Development, and two other venues focussed on increasing access to advice for the most vulnerable and disadvantaged.

Family mediation service for Luton residents who are separating or facing divorce.

Cost of Living project providing holistic advice and casework to individuals who are facing hardship as a result of the cost of living crisis.

HMCTS Digital Support in partnership with We Are Group providing online support for individuals with His Majesty's Courts and Tribunal Service's forms.

Digital Support Project addressing digital exclusion by supporting individuals with their online claims and providing those in data poverty with mobile SIM cards allowing them 6 months' worth of free calls and data. This has been made possible through the support of Good Things Foundation.

LUTON RIGHTS LIMITED

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31ST MARCH 2023

ACHIEVEMENTS AND PERFORMANCE *(continued)*

During the year Luton Rights Luton Rights provided direct intervention for **1547** clients. Specialist Welfare Benefits accounts for **82%** of all Luton Rights work.

The breakdown by issue is as follows:

Welfare Benefits	1266
HMCTS Support	107
Housing	66
Employment Support	44
Family Mediation	40
General	24

Total Financial Gains for clients:

Luton Rights clients received **£3,874,511** worth of Welfare Benefits that they were entitled to but were unable to access without direct intervention from our advisers.

Data taken from our records shows we worked with:

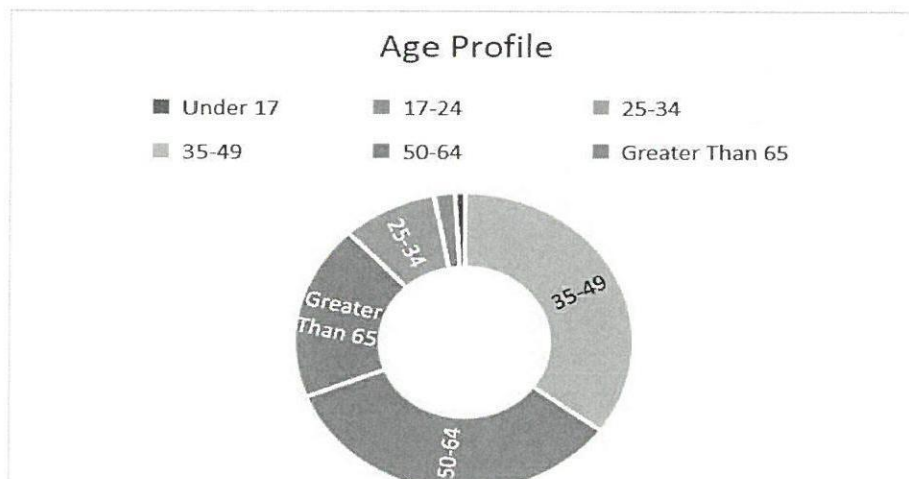
Gender profile

Male	49%
Female	51%

Age profile

Over **two thirds** of clients seen were between the ages of 35 and 64, with the next largest group over 65.

Under 17	1%
17 – 24 years	2%
25-34 years	9%
35-49 years	33%
50-64 years	33%
Greater than 65	19%
Not Specified	3%

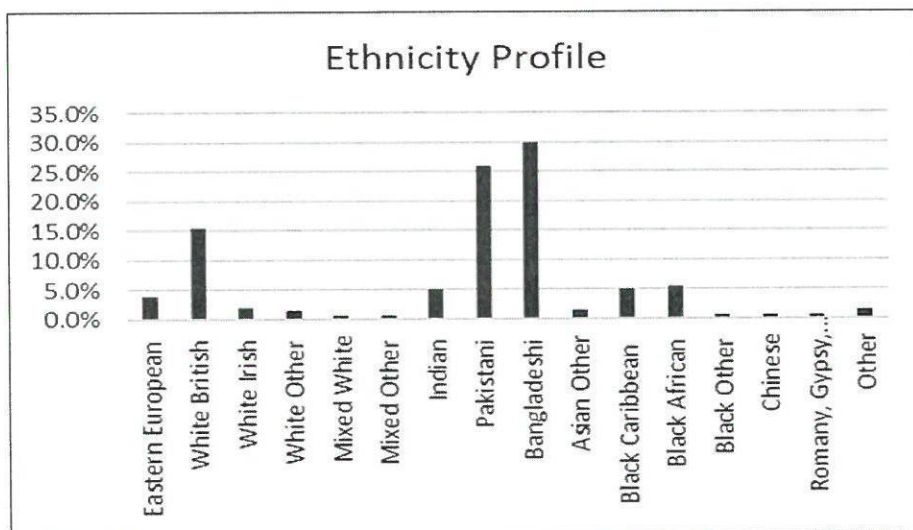


LUTON RIGHTS LIMITED
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2023

ACHIEVEMENTS AND PERFORMANCE *(continued)*

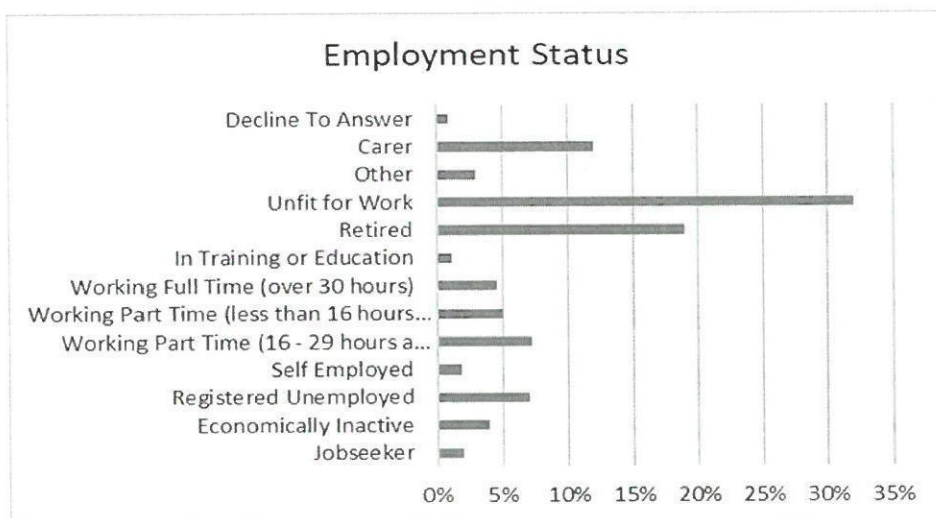
Ethnicity profile

61% of clients were of South Asian heritage with 15.5% White British. This increase in clients from the South Asian Community is due to the targeted outreach work which being carried out within the deprived communities in Luton.



Disability & work-limiting illness

Luton Rights supported 1,085 clients who identified themselves as being disabled or suffering from dilapidating illness, this is over 70% of all clients seen.



LUTON RIGHTS LIMITED
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2023

FUNDING

The following grants and project revenues were received during the year:

	£
BLCF (formerly funded as London Luton Airport Limited)	119,457
SEMLP - South East Midlands Local Enterprise Partnership	39,972
Mediation fees	3,055
We are Digital Training Limited	3,745
Access to Justice Foundation	12,196
	<u>178,425</u>

FINANCIAL REVIEW

The results of the charity for the year are set out in the Statement of Financial Activities on page 10.

Overall the charity had a deficit for the year of £6,182 (2022 - £23,206).

Investment powers and policy

Under the Memorandum and Articles of Association, the charity has the power to invest in any way the trustees wish.

Reserves policy**Unrestricted funds**

In accordance with guidelines issued by the Charity Commissioners, the Trustees have adopted a policy regarding reserves to ensure that sufficient finance is available to adequately respond to the potential for a curtailment or cessation of operations in the event of a significant variation in funding.

The level of reserves is considered and reviewed at regular intervals by the Trustees.

LUTON RIGHTS LIMITED

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31ST MARCH 2023

PLANS FOR THE FUTURE

Specialist Welfare Benefits advice

Luton Rights will continue to work as part of Luton Access, collaborating in particular with Citizens Advice Luton, to support clients who are referred after initial assessment for specialist welfare Benefits advice, and particularly, those clients who are most vulnerable. This has been provided as a face to face service since February 2022. The current demand far outstrips capacity and has such, we will be seeking additional funding to recruit a specialist adviser.

Telephone advice service (Welfare Benefits)

Luton Rights has been successful in obtaining funding from One Fund For All (OFFA) to provide Welfare Benefits Telephone Advice. This service commenced in September 2023.

Family Mediation

Luton Rights will continue providing family mediation and has trained a member of staff working towards accreditation as a mediator. The service provides Legal Aid mediation to those who qualify for Legal Aid.

Community Outreach Advice

Community Outreach is being delivered at CYCD. Thanks to additional funding we have been able to respond to increased demand by offering this service at two additional sites. The service is reviewed periodically to ensure that the need for the service remains at every venue. The funding for this project is due to end in March 2024. Luton Rights are currently examining other funding streams to ensure this service continues.

HMCTS Digital Support Service

Luton Rights has partnered with We Are Group (formerly known as We Are Digital) who have a contract with HMCTS (His Majesty's Courts and Tribunal Service) to support people remotely and face to face with HMCTS forms. This project started in June 2022.

Citizens Advice Luton – Collaboration Fund

Citizens Advice Luton have been successful in their bid to Bedfordshire & Luton Community Foundation to provide outreach services in Luton. Luton Rights will be providing specialist welfare benefits casework from January 2023 for incoming referrals.

His Majesty's Prison & Probation Service

Luton Rights has been successful in its' tender to work on a project to support Bangladeshi and Pakistani offenders for a period of 18 months. The project is due to start in early 2024.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity was formed in March 2003 as an unincorporated charity which was registered with the Charity Commission. It was incorporated on 24th May 2006 as a company limited by guarantee, and was re-registered with the Charity Commission on 22nd March 2012.

The governing instruments currently in force are the Memorandum and Articles of Association.

There are currently 5 members (2022 - 4), each of whom agrees to contribute £10 in the event of the charity winding up.

Appointment of trustees

Trustees are appointed by the members at the Annual General Meeting, which is normally held in December.

LUTON RIGHTS LIMITED

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31ST MARCH 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT (continued)

Trustees induction and training

All new Trustees are given an induction pack to keep. These packs are reviewed and updated regularly.

The pack includes:-

- Governing document
- Standing orders
- Sets of recent board papers and minutes and dates of next meetings
- Terms of reference of committees, sub-committees, working groups
- Annual Reports and accounts for the previous three years
- Policy documents including equal opportunities and financial control
- Brief history of the organisation
- Structure of the organisation - committees, sub-committees, working groups, user groups, staff
- Staff structure
- Centre managers job description
- Information about premises
- Publicity
- Business plan
- Task descriptions of Trustees and Honorary Officers
- A profile of Trustees and contact details
- A Trustee Guide giving guidance on roles and responsibilities of Trustees

Organisation

The names of the Trustees who served during the year are set out on page 8.

The Trustees meet on a regular basis and the day to day management of the charity is delegated to the Centre Manager.

Management committee

The Luton Rights Management Committee is a committee of the Board of Trustees and as such is answerable to it. The committee is established for an annual term every year. Should the Board not be able to place confidence in the work of the management committee during the year, an Extraordinary General Meeting (EGM) must be called for the committee to be disbanded. As part of the renewal process, the Board must assess the work done by the management committee against the requirements of the Board.

Purpose of management committee

- To provide Luton Rights Board of Trustees with the views, opinions and knowledge of the wider community in Luton to ensure the work of Luton Rights remains representative of and reflects the needs of the wider community. The management committee will provide an advisory service to the Board of Trustees.
- To provide the role of "critical friend" through receiving reports and making comments on the plans, delivery and impact of Luton Rights work, making recommendations and raising concerns where necessary to the Board of Trustees.

Risk management

The Trustees carry out an annual review of the risks which the charity may face, have established systems and procedures to mitigate any risks identified and minimise any potential impact should any identified risks materialise.

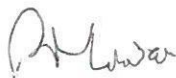
LUTON RIGHTS LIMITED**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2023****REFERENCE AND ADMINISTRATIVE INFORMATION**

Registered Company No.	5828180 (England and Wales)		
Registered Charity No.	1146500		
Trustees	D Billington	Chair	
	P Cowan MBE	Treasurer	
	R Cartwright		
	Cllr S Goodchild		
	O Ajayi		(Appointed December 2022)
Company Secretary	Cllr S Goodchild		
Management and Development	Mrs R Chowdhury	Centre Manager	
Management Committee	Cllr J Hussain	Luton Borough Council	(Resigned May 2022)
	L Patterson	Luton Borough Council	(Resigned May 2023)
	M Scheimann	Luton Trades Council	
	O Ajayi		(Resigned December 2022)
	Cllr R Roche	Luton Borough Council	(Resigned May 2023)
	Cllr F Begum	Luton Borough Council	(Resigned May 2023)
	M Keaney		(Appointed May 2022)
	Cllr David Franks	Luton Borough Council	(Appointed May 2023)
	Cllr Basit Mahmood	Luton Borough Council	(Appointed May 2023)
Registered Office	28 King Street Luton Beds LU1 2DP		
Independent Examiner	Tara Aldwin ACA FKCA Limited 260 - 270 Butterfield Great Marlings Luton Beds LU2 8DL		
Bankers	Unity Trust Bank PO Box 7193 Planetary Road Willenhall WV1 9DG		

LUTON RIGHTS LIMITED
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2023

The Report of the Trustees has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

Signed, on behalf of the Board,



.....
P Cowan
Trustee

15 New Bedford Road
Luton
Beds
LU1 1SA

.....
14TH DECEMBER 2023

LUTON RIGHTS LIMITED

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING
INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31ST MARCH 2023

	Note	Unrestricted Funds	Restricted Funds	2023 Total Funds £	2022 Total Funds £
Income from:					
Charitable activities:					
BLCF		119,457	-	119,457	110,704
SEMLEP		39,972	-	39,972	25,893
Other Covid-19 support grants		-	-	-	13,404
We are Digital Training Limited		3,745	-	3,745	-
Access to Justice Foundation		12,196	-	12,196	-
Other grants and fees		3,055	-	3,055	4,098
Total		<u>178,425</u>	<u>-</u>	<u>178,425</u>	<u>154,099</u>
Expenditure on:					
Charitable activities	3	184,607	-	184,607	177,305
Total	4	<u>184,607</u>	<u>-</u>	<u>184,607</u>	<u>177,305</u>
Net movement in funds	2	(6,182)	-	(6,182)	(23,206)
Reconciliation of funds:					
Balance brought forward at 1st April 2022		139,228	-	139,228	162,434
Balance carried forward at 31st March 2023		<u>133,046</u>	<u>-</u>	<u>133,046</u>	<u>139,228</u>

LUTON RIGHTS LIMITED**BALANCE SHEET****AS AT 31ST MARCH 2023**

	Note	2023	2022
		£	£
FIXED ASSETS			
Tangible fixed assets	7	595	18
CURRENT ASSETS			
Debtors	8	15,785	23,222
Cash at bank and in hand		121,254	132,916
		<u>137,039</u>	<u>156,138</u>
LESS: CURRENT LIABILITIES			
Liabilities: amounts falling due within one year	9	<u>4,588</u>	<u>16,928</u>
NET CURRENT ASSETS		<u>132,451</u>	<u>139,210</u>
NET ASSETS		<u>133,046</u>	<u>139,228</u>
FUNDS			
Unrestricted:			
General		62,346	68,528
Designated	10	<u>70,700</u>	<u>70,700</u>
TOTAL FUNDS		<u>133,046</u>	<u>139,228</u>

The charity is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2023.

The members have not required the charity to obtain an audit of its accounts for the year ended 31st March 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for :

(a) ensuring that the charity keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and

(b) preparing accounts which give a true and fair view of the state of affairs of the charity as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Section 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the charity.

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

Approved by the Trustees on 14th December 2023
and signed on their behalf by:

.....
P Cowan
Trustee

Company Registration Number: 5828180

LUTON RIGHTS LIMITED
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2023

1. ACCOUNTING POLICIES

(a) Basis of preparation

- (i) The accounts have been prepared under the historical cost convention.
- (ii) The accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1st January 2019) and the Companies Act 2006.
- (iii) The charity meets the definition of a public benefit entity under FRS102.
- (iv) The presentation currency of the accounts is in Pounds Sterling (£), which is the functional currency of the charity.

(b) Company status

The charity is a company limited by guarantee. The members of the charity are the trustees named on page 8. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity.

(c) Fund accounting

- (i) The charity's unrestricted general fund consists of funds which the charity may use for its purposes at its discretion. The designated funds are set aside from unrestricted general funds for specific future purposes.
- (ii) The charity's restricted funds are those where the donor has imposed restrictions on the use of the funds which are legally binding.

(d) Income recognition

All income is accounted for when the charity has entitlement, there is certainty of receipt and the amount is measurable. Income is accounted for on a receivable basis, except where donors specify that donations and grants given to the charity must be used in future accounting periods, then the income is deferred until those periods.

(e) Expenditure recognition

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

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include costs linked to the strategic management of the charity.

(f) Fixed assets and depreciation

Tangible fixed assets are stated at cost less accumulated depreciation. Depreciation is charged on the reducing balance basis over the expected useful lives of the assets at the following rates:

Computer equipment - 33.33%

LUTON RIGHTS LIMITED

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31ST MARCH 2023

1. ACCOUNTING POLICIES (continued)

(g) Pension costs and other post - retirement benefits

The charity operates a defined contribution pension held in a separately administered fund. Contributions payable to the pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

(h) Government grants

Government grants are recognised when it is reasonable to expect that the grants will be received and that all related conditions will be met, usually on submission of a valid claim for payment. Grants of a revenue nature are credited to income so as to match them with the expenditure to which they relate.

2. NET MOVEMENTS IN FUNDS FOR THE YEAR	2023 £	2022 £
Net movement in funds is stated after charging:		
Staff costs (note 5)	148,460	136,485
Independent Examiners' remuneration	4,510	4,626
	<u>148,460</u>	<u>136,485</u>

3. CHARITABLE EXPENDITURE			2023	2022
Advice and information services	Unrestricted Funds	Restricted Funds	Total £	Total £
Salaries costs	148,460		148,460	136,485
Activity costs	19,219	-	19,219	24,074
Premises	12,418	-	12,418	12,120
Governance costs	4,510	-	4,510	4,626
Total	<u>184,607</u>	<u>-</u>	<u>184,607</u>	<u>177,305</u>

LUTON RIGHTS LIMITED
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2023

4. ANALYSIS OF EXPENDITURE

	Basis of allocation	Charitable activities	Grant Applications	2023 Total £	2022 Total £
Costs directly allocated to activities					
Staff costs	Actual	148,460	-	148,460	136,485
Project costs		1,500	-	1,500	1,050
General office costs		8,704	-	8,704	19,762
Training		4,737	-	4,737	884
Accountancy		4,510	-	4,510	4,626
		<u>167,911</u>	<u>-</u>	<u>167,911</u>	<u>162,807</u>
Support costs allocated to activities					
Premises	Floor Area	12,418	-	12,418	12,120
Professional fees	Usage	2,396	-	2,396	1,159
Communications	Usage	1,823	-	1,823	1,210
Depreciation	Usage	59	-	59	9
		<u>16,696</u>	<u>-</u>	<u>16,696</u>	<u>14,498</u>
Total expenditure		<u>184,607</u>	<u>-</u>	<u>184,607</u>	<u>177,305</u>

5. STAFF COSTS AND NUMBERS

	2023	2022
Staff costs		£
Wages and salaries	139,951	128,571
Social security costs	8,083	7,620
Pension costs	426	294
	<u>148,460</u>	<u>136,485</u>
Staff numbers by function	Number	Number
Advice and information workers	<u>6</u>	<u>6</u>

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

No trustee received remuneration or reimbursement of expenses.

LUTON RIGHTS LIMITED
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2023

6. COMPARATIVES FROM THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted Funds	Restricted Funds	2022 Total Funds £
Income from:			
Charitable activities	154,099	-	154,099
Total	<u>154,099</u>	-	<u>154,099</u>
Expenditure on:			
Charitable activities	177,305	-	177,305
Total	<u>177,305</u>	-	<u>177,305</u>
Net movement in funds	(23,206)	-	(23,206)
Reconciliation of funds:			
Balance brought forward at 1st April 2021	162,434	-	162,434
Balance carried forward at 31st March 2022	<u>139,228</u>	-	<u>139,228</u>

	Equipment £
7. TANGIBLE FIXED ASSETS	
Cost	
At 1st April 2022	6,154
Additions	636
At 31st March 2023	<u>6,790</u>
Accumulated depreciation	
At 1st April 2022	6,136
Charge for the year	59
At 31st March 2023	<u>6,195</u>
Net book value	
At 31st March 2023	<u>595</u>
At 31st March 2022	<u>18</u>

LUTON RIGHTS LIMITED
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2023

	2023	2022
	£	£
8. DEBTORS		
Accrued income - grants and fees	12,257	20,464
Prepayments	3,528	2,390
Other debtors	-	368
	<u>15,785</u>	<u>23,222</u>

	2023	2022
	£	£
9. LIABILITIES		
Amounts falling due within one year		
Other creditors	-	30
Accruals and deferred income	4,588	16,898
	<u>4,588</u>	<u>16,928</u>

10. DESIGNATED FUND

The trustees have designated reserves of the charity in recognising the charity's responsibility to cover anticipated costs in respect of re-organisation expenditure to move the charity forward in the future.

LUTON RIGHTS LIMITED**NOTES TO THE ACCOUNTS****FOR THE YEAR ENDED 31ST MARCH 2023**

11. MOVEMENT IN FUNDS	Balance 1st April 2022	Income in year	Expenditure in year	Transfer	Balance 31st March 2023 £
UNRESTRICTED FUNDS					
General	68,528	178,425	(184,607)	-	62,346
Designated	70,700	-	-	-	70,700
TOTAL FUNDS	139,228	178,425	(184,607)	-	133,046

COMPARISON FOR MOVEMENT IN FUNDS

UNRESTRICTED FUNDS	Balance 1st April 2021	Income in year	Expenditure in year	Transfer	Balance 31st March 2022 £
General	91,734	154,099	(177,305)	-	68,528
Designated	70,700	-	-	-	70,700
TOTAL FUNDS	162,434	154,099	(177,305)	-	139,228

LUTON RIGHTS LIMITED
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2023

12. ANALYSIS OF NET ASSETS BETWEEN FUNDS	Tangible Fixed Assets	2023		Tangible Fixed Assets	2022	
		Net Current Assets	Total		Net Current Assets	Total
Unrestricted funds			£			£
General	595	61,751	62,346	18	68,510	68,528
Designated	-	70,700	70,700	-	70,700	70,700
	<u>595</u>	<u>132,451</u>	<u>133,046</u>	<u>18</u>	<u>139,210</u>	<u>139,228</u>

13. RELATED PARTY TRANSACTIONS

There were no related party transactions during the year (2022 - none).

14. TAXATION

As a charity, Luton Rights Limited is exempt from tax on income and gains falling within section 478 of the Corporation Tax Act 2010 or section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

15. LEASING AGREEMENTS

Minimum lease payments under non - cancellable operating leases fall due as follows:

	2023	2022
	£	£
Within one year	3,000	3,000
Within two to five years	9,750	12,000
More than five years	-	750
	<u> </u>	<u> </u>

**INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF LUTON RIGHTS LIMITED
FOR THE YEAR ENDED 31ST MARCH 2023**

I report to the charity trustees on my examination of the accounts of the company for the year ended 31st March 2023, which are set out on pages 10 to 18.

Responsibilities and basis of report

As the charity's trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act") .

Having satisfied myself that the accounts of the company are not required to be audited under part 16 of the 2006 Act or section 144(2) of the Charities Act 2011 (the 2011 Act) and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the 2011 Act. In carrying out my examination I have followed the directions given by the Charity Commission under section 145 (5)(b) of the 2011 Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to 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 accounts to be reached.



**Tara Aldwin ACA
FKCA LIMITED
Chartered Accountants**

260 - 270 Butterfield
Great Marlings
Luton
Bedfordshire
LU2 8DL

21 December 2023

LUTON RIGHTS LIMITED

England & Wales - Charity number 1146500

Accounts

LUTON RIGHTS LIMITED

Registered Company No. 5828180 (England and Wales)

Registered Charity No. 1146500

ACCOUNTS 31ST MARCH 2022



LUTON RIGHTS LIMITED

ACCOUNTS

FOR THE YEAR ENDED 31ST MARCH 2022

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Independent Examiners' Report to the Trustees	19

LUTON RIGHTS LIMITED

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31ST MARCH 2022

The Trustees, who are also Directors of the charity for the purposes of Company Law, present their annual report together with the accounts for the year ended 31st March 2022. They are prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1st January 2019).

OBJECTIVES AND ACTIVITIES

Objects and activity

The charity's objects are:

- the relief of unemployment for the public benefit in such ways as may be thought fit including assistance to find employment.
- the relief of poverty through the provision of advice, information and legal representation.

The beneficiaries of these objects are all adults who live in the Unitary Authority of Luton and the surrounding area within Bedfordshire.

The Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing their aims and objectives and in planning future activities. In particular, the Trustees consider how planned activities will contribute to the aims and objectives they have set.

ACHIEVEMENTS AND PERFORMANCE

Luton Rights is a registered charity working in Luton which aims to provide local residents, especially those who are vulnerable, with access to high quality and free advice. Luton Rights also provides a family mediation service, community outreach advice, employment support and continues to work in partnership with Luton Borough Council, Citizens Advice Luton, Luton Law Centre and Luton Irish Forum, as part of Luton Access.

The Luton Access partnership continued to be supported with funding from the Community Investment Fund administered by Bedfordshire and Luton Community Foundation. Although the funding was reduced compared to previous years due to the pandemic, it enabled Luton Rights in continuing to provide core services to residents.

2021-2022 was a financially difficult year, with further cuts to our funding from Beds & Luton Community Foundation which was impacting our core services. We continued running the outreach service due to the demand created by the previous years funded outreach and had we ceased the service the individuals who were already disadvantaged would have difficulty accessing services elsewhere. There was also a drop in numbers progressing onto Mediation which again impacted the organisation financially.

However the Trustees had decided at the beginning of the year to maintain all services and use the previous years surplus to mitigate losses envisaging another cut in core funding. We were successful in our bid to Bedfordshire & Luton Community Foundation (BLCF) for additional funding for the Outreach service. We are very grateful to BLCF in supporting us further to assist the communities which are the one of the most disadvantaged in Luton with high levels of poverty.

LUTON RIGHTS LIMITED

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31ST MARCH 2022

ACHIEVEMENTS AND PERFORMANCE *(continued)*

Throughout 2021-2022 primarily services have been provided remotely, which has been challenging for both staff and service users, we would like to express our thanks to our staff for their continued hard work in supporting our service users during this difficult time. We would also convey our thanks to our service users in their understanding and co-operation.

During the year, our family mediator went on maternity and has returned back to work and we would like to wish her well with her family. We sadly had to say goodbye to Robert Burton who had been providing fundraising and development support to Luton Rights over the years and we wish him well for the future.

We would like to thank our partners and funders for their continued support.

During the year Luton Rights has provided :-

Specialist Welfare Benefits advice including appeals and representation at tribunals for clients;

Community outreach advice at the Centre for Youth and Community Development, and two other venues focussed on increasing access to advice for the most vulnerable and disadvantaged;

Family mediation service for Luton residents who are separating or facing divorce;

Employment Support to unemployed and economically inactive individuals to gain employment, accredited training or move closer to the job market.

During the year (April 2021 to March 2022) Luton Rights worked with 1,189 unique clients providing almost wholly welfare benefits advice which is an increase from previous year.

As a result of Covid-19 the Luton Access Centre and Unite the Union, the 2 main town centres bases for our advice were closed to the public for majority of the year. Luton Rights continued providing advice and casework through digital means and appointment based community outreach. 55% of clients were dealt with through these digital channels with 45% of clients seen face to face at Community Outreach.

The vast majority of cases and advice was for Welfare Benefits

Domestic Violence	5
Community Care	8
Other	19
Family Mediation	55
Housing	59
Welfare Benefits	1043

The community outreach has highlighted the need for other areas of advice that people accessing outreach services were in need of and either those services are not being delivered elsewhere or the clients have barriers in accessing those services. The outreach has also highlighted the need for all types of form filling due to clients language, lack of IT and/or disability barriers. Currently there is no provision within Luton to support people with form filling both paper and online.

LUTON RIGHTS LIMITED

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31ST MARCH 2022

ACHIEVEMENTS AND PERFORMANCE *(continued)*

The **SEMLEP funded Stepping into Work project** which supported unemployed adults to identify and manage their barriers and enter into/prepare to go into work or further learning. The project worked with an additional 26 economically inactive women with 6 gaining employment and 8 moving into accredited learning. We have been successful in receiving additional funding to work with a further 44 individuals and the project to complete in December 2022. European Social Fund will not be available for further funding from SEMLEP. Our project workers are sadly facing job loss unless we are able to attain further funding.

Data taken from our records shows we worked with:

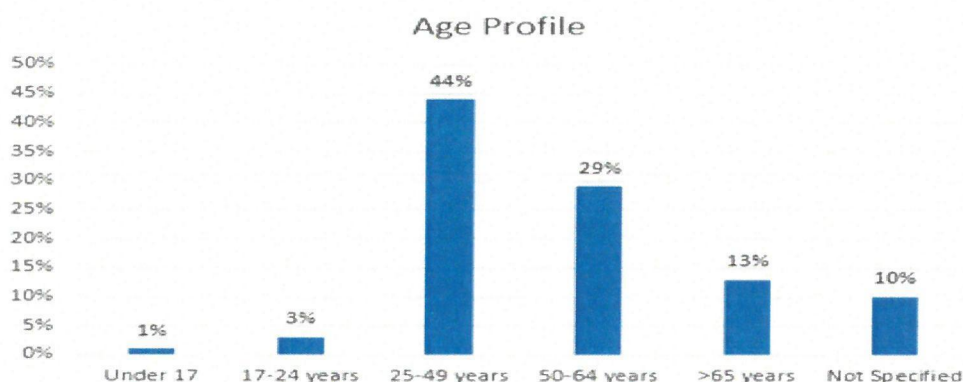
Gender profile

Female 53%

Male 47%

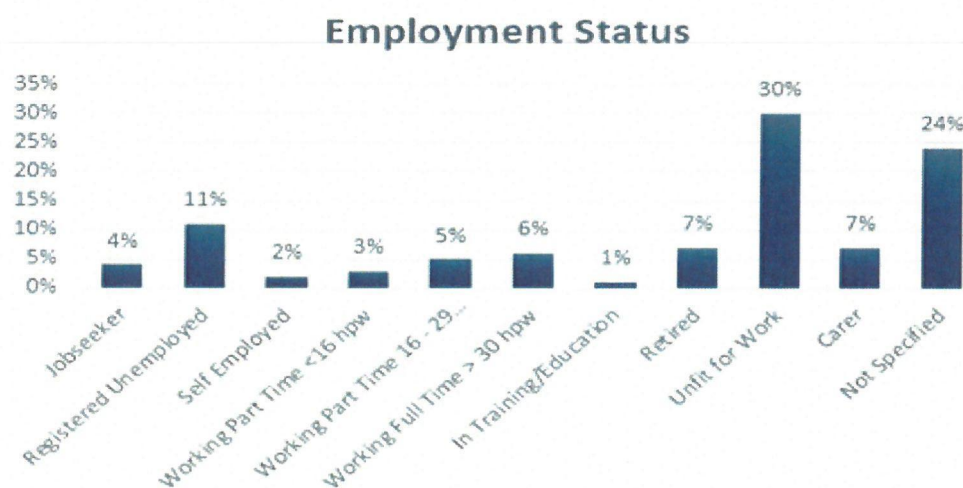
Age profile

Under 17	1%	17 – 24 years	3%
25-49 years	44%	50-64 years	29%
>65 years	13%	Not Specified	10%



Disability & work-limiting illness

Luton Rights supported 231 clients with a disability and 245 with long term illness and 392 clients who were not fit for work.

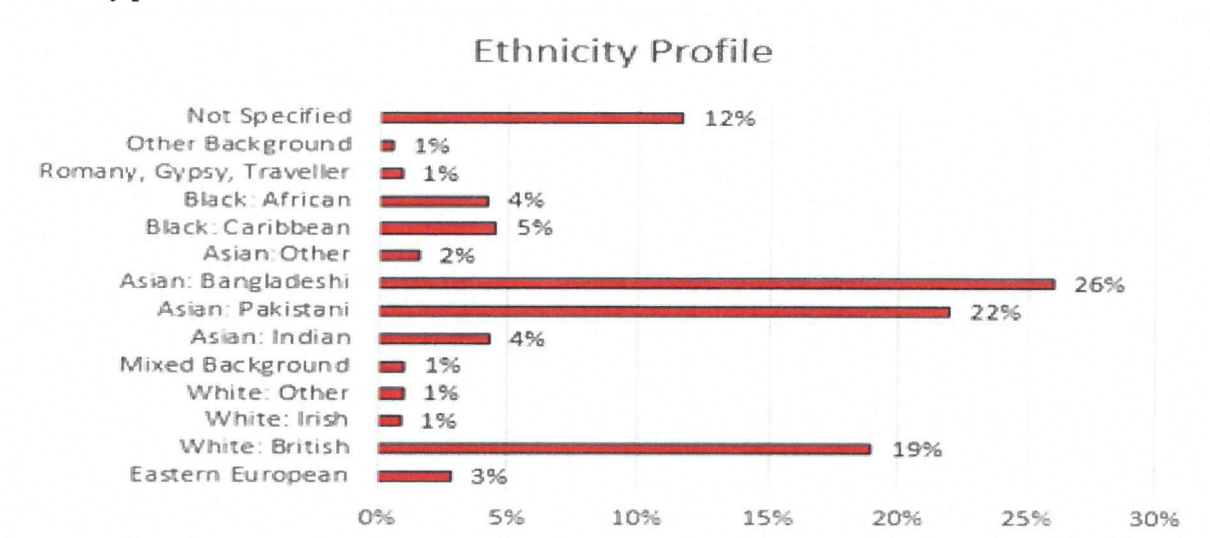


52% of clients seen for advice were either unemployed, economically inactive, unfit for work or a carer.

LUTON RIGHTS LIMITED
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2022

ACHIEVEMENTS AND PERFORMANCE *(continued)*

Ethnicity profile



52% of clients were of South Asian heritage with 19% White British. 12% of clients were recorded as Not Specified as it was not either possible to record this or client declined to give their ethnicity.

All of the clients who saw one of our advisers at Community House received specialist welfare benefits advice which included case work and representation at an appeal or tribunal.

Total number of clients

1,189

Financial gains for clients

£
3,848,897

LUTON RIGHTS LIMITED
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2022

FUNDING

The following grants and project revenues were received during the year:

	£
BLCF - Community Investment Fund(formerly funded as London Luton Airport Limited)	110,704
SEMLP - South East Midlands Local Enterprise Partnership	25,893
Mediation fees	4,098
COVID-19 support grants:	
Coronavirus Job Retention Scheme	13,404
	<u>154,099</u>

FINANCIAL REVIEW

The results of the charity for the year are set out in the Statement of Financial Activities on page 10.

Overall the charity had a deficit for the year of £23,206 (2021 - surplus £38,990).

Investment powers and policy

Under the Memorandum and Articles of Association, the charity has the power to invest in any way the trustees wish.

Reserves policy

Restricted

The following are classified as restricted, as the donor has imposed restrictions on the use of funds, which are legally binding.

The National Lottery Community Fund

This programme is referred to as National Lottery COVID-19 Fund - Over £10,000. This funding was given as emergency funds in order to support the charity through their impact of the COVID-19 pandemic on its services it provided.

Unrestricted funds

In accordance with guidelines issued by the Charity Commissioners, the Trustees have adopted a policy regarding reserves to ensure that sufficient finance is available to adequately respond to the potential for a curtailment or cessation of operations in the event of a significant variation in funding.

The level of reserves is considered and reviewed at regular intervals by the Trustees.

LUTON RIGHTS LIMITED

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31ST MARCH 2022

PLANS FOR THE FUTURE

Specialist Welfare Benefits advice

Luton Rights will continue to work as part of Luton Access, working particularly with Citizens Advice Luton, to support clients who are referred after initial assessment or gateway with specialist welfare benefits advice, and particularly, for those clients who are vulnerable. This is being provided as a face to face service from February 2022. Currently the demand for the service is high and we will be seeking additional funding to recruit another adviser.

Telephone advice service (Welfare Benefits)

Prior to the national lockdown the plan was to provide telephone advice as Luton Rights had identified a significant number of clients find accessing the welfare benefits advice through Community House problematic either because of their mobility issues or the inaccessibility of attending Community House when it is open. However due to the pandemic all services were provided primarily over the telephone and we plan to provide a telephone advice line with remote casework for Welfare Benefits. This will mitigate the demand for the face to face services and free up adviser time for those who need to see someone face to face.

Family Mediation

Luton Rights will continue providing family mediation and has trained a member of staff towards accreditation as a mediator. The Supervisor for the service Eric Watterson retired and we have been fortunate to have Mo Sharpe as his replacement.

Community Outreach Advice

Community Outreach was being delivered at CYCD and due to the demand and additional funding we have been able to offer our services at 2 additional sites. The service will be reviewed periodically to ensure that the need for the service remains at every venue. The aim is to ensure that the service is being delivered where there is a need for the service.

Employment Support

Luton Rights was successful in obtaining funding in 2021-2022 and worked with 26 individuals, and in 2022 was successful in funding to work with a further 44 individuals and project to end in December 2022 as no further funding is available.

HMCTS Digital Support Service

Luton Rights has partnered with We Are Digital who have a contract with HMCTS (His Majesty's Courts and Tribunal Service) to support people remotely and face to face with HMCTS forms. This project started in June 2022.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity was formed in March 2003 as an unincorporated charity which was registered with the Charity Commission. It was incorporated on 24th May 2006 as a company limited by guarantee, and was re-registered with the Charity Commission on 22nd March 2012.

The governing instruments currently in force are the Memorandum and Articles of Association.

There are currently 4 members (2021 - 4), each of whom agrees to contribute £10 in the event of the charity winding up.

Appointment of trustees

Trustees are appointed by the members at the Annual General Meeting, which is normally held in December.

LUTON RIGHTS LIMITED

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31ST MARCH 2022

STRUCTURE, GOVERNANCE AND MANAGEMENT (continued)

Trustees induction and training

All new Trustees are given an induction pack to keep. These packs are reviewed and updated regularly.

The pack includes:-

- Governing document
- Standing orders
- Sets of recent board papers and minutes and dates of next meetings
- Terms of reference of committees, sub-committees, working groups
- Annual Reports and accounts for the previous three years
- Policy documents including equal opportunities and financial control
- Brief history of the organisation
- Structure of the organisation - committees, sub-committees, working groups, user groups, staff
- Staff structure
- Centre managers job description
- Information about premises
- Publicity
- Business plan
- Task descriptions of Trustees and Honorary Officers
- A profile of Trustees and contact details
- A Trustee Guide giving guidance on roles and responsibilities of Trustees

Organisation

The names of the Trustees who served during the year are set out on page 8.

The Trustees meet on a regular basis and the day to day management of the charity is delegated to the Centre Manager.

Management committee

The Luton Rights Management Committee is a committee of the Board of Trustees and as such is answerable to it. The committee is established for an annual term every year. Should the Board not be able to place confidence in the work of the management committee during the year, an Extraordinary General Meeting (EGM) must be called for the committee to be disbanded. As part of the renewal process, the Board must assess the work done by the management committee against the requirements of the Board.

Purpose of management committee

- To provide Luton Rights Board of Trustees with the views, opinions and knowledge of the wider community in Luton to ensure the work of Luton Rights remains representative of and reflects the needs of the wider community. The management committee will provide an advisory service to the Board of Trustees.
- To provide the role of "critical friend" through receiving reports and making comments on the plans, delivery and impact of Luton Rights work, making recommendations and raising concerns where necessary to the Board of Trustees.

Risk management

The Trustees carry out an annual review of the risks which the charity may face, have established systems and procedures to mitigate any risks identified and minimise any potential impact should any identified risks materialise.

LUTON RIGHTS LIMITED**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2022****REFERENCE AND ADMINISTRATIVE INFORMATION**

Registered Company No.	5828180 (England and Wales)		
Registered Charity No.	1146500		
Trustees	D Billington P Cowan MBE R Cartwright Cllr S Goodchild	Chair Treasurer	
Company Secretary	Cllr S Goodchild		
Management and Development	Mrs R Chowdhury	Centre Manager	
Management Committee	Cllr J Hussain L Patterson M Scheimann J Horan O Ajayi Cllr R Roche Cllr F Begum M Keaney	Luton Borough Council Luton Borough Council Luton Trades Council Staff Representative Luton Borough Council Luton Borough Council	(Resigned May 2022) (Resigned April 2021) (Appointed May 2022) (Appointed May 2022) (Appointed May 2022)
Registered Office	28 King Street Luton Beds LU1 2DP		
Independent Examiner	Tara Aldwin ACA FKCA Limited 260 - 270 Butterfield Great Marlings Luton Beds LU2 8DL		
Bankers	Unity Trust Bank 9 Brindley Place Birmingham B1 2HB		

LUTON RIGHTS LIMITED
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2022

The Report of the Trustees has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

Signed, on behalf of the Board,



P Cowan
Trustee

15 New Bedford Road
Luton
Beds
LU1 1SA

..... 30/12/2022

LUTON RIGHTS LIMITED
STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING
INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31ST MARCH 2022

	Note	Unrestricted Funds	Restricted Funds	2022 Total Funds £	2021 Total Funds £
Income from:					
Charitable activities:					
BLCF		110,704	-	110,704	114,471
The National Lottery Community Fund		-	-	-	48,653
SEMLEP		25,893	-	25,893	-
Other Covid-19 support grants		13,404	-	13,404	58,584
Other grants and fees		4,098	-	4,098	(293)
Total		<u>154,099</u>	<u>-</u>	<u>154,099</u>	<u>221,415</u>
Expenditure on:					
Charitable activities	3	<u>177,305</u>	<u>-</u>	<u>177,305</u>	<u>182,425</u>
Total	4	<u>177,305</u>	<u>-</u>	<u>177,305</u>	<u>182,425</u>
Net movement in funds	2	(23,206)	-	(23,206)	38,990
Reconciliation of funds:					
Balance brought forward at 1st April 2021		<u>162,434</u>	<u>-</u>	<u>162,434</u>	<u>123,444</u>
Balance carried forward at 31st March 2022		<u>139,228</u>	<u>-</u>	<u>139,228</u>	<u>162,434</u>

LUTON RIGHTS LIMITED**BALANCE SHEET****AS AT 31ST MARCH 2022**

	Note	2022	2021
		£	£
FIXED ASSETS			
Tangible fixed assets	7	18	27
CURRENT ASSETS			
Debtors	8	23,222	19,412
Cash at bank and in hand		132,916	165,271
		<u>156,138</u>	<u>184,683</u>
LESS: CURRENT LIABILITIES			
Liabilities: amounts falling due within one year	9	<u>16,928</u>	<u>22,276</u>
NET CURRENT ASSETS		<u>139,210</u>	<u>162,407</u>
NET ASSETS		<u>139,228</u>	<u>162,434</u>
FUNDS			
Unrestricted:			
General		68,528	91,734
Designated	10	70,700	70,700
Restricted			
Project	11	-	-
TOTAL FUNDS		<u>139,228</u>	<u>162,434</u>

The charity is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2022.

The members have not required the charity to obtain an audit of its accounts for the year ended 31st March 2022 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for :

(a) ensuring that the charity keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and

(b) preparing accounts which give a true and fair view of the state of affairs of the charity as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Section 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the charity.

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

Approved by the Trustees on 30/12/2022

and signed on their behalf by:



.....
P Cowan
Trustee

Company Registration Number: 5828180

LUTON RIGHTS LIMITED
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2022

1. ACCOUNTING POLICIES

(a) Basis of preparation

- (i) The accounts have been prepared under the historical cost convention.
- (ii) The accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1st January 2019) and the Companies Act 2006.
- (iii) The charity meets the definition of a public benefit entity under FRS102.
- (iv) The presentation currency of the accounts is in Pounds Sterling (£), which is the functional currency of the charity.

(b) Company status

The charity is a company limited by guarantee. The members of the charity are the trustees named on page 8. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity.

(c) Fund accounting

- (i) The charity's unrestricted general fund consists of funds which the charity may use for its purposes at its discretion. The designated funds are set aside from unrestricted general funds for specific future purposes.
- (ii) The charity's restricted funds are those where the donor has imposed restrictions on the use of the funds which are legally binding.

(d) Income recognition

All income is accounted for when the charity has entitlement, there is certainty of receipt and the amount is measurable. Income is accounted for on a receivable basis, except where donors specify that donations and grants given to the charity must be used in future accounting periods, then the income is deferred until those periods.

(e) Expenditure recognition

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

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include costs linked to the strategic management of the charity.

(f) Fixed assets and depreciation

Tangible fixed assets are stated at cost less accumulated depreciation. Depreciation is charged on the reducing balance basis over the expected useful lives of the assets at the following rates:

Computer equipment - 33.33%

LUTON RIGHTS LIMITED

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31ST MARCH 2022

1. ACCOUNTING POLICIES (continued)

(g) Pension costs and other post - retirement benefits

The charity operates a defined contribution pension held in a separately administered fund. Contributions payable to the pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

(h) Government grants

Government grants are recognised when it is reasonable to expect that the grants will be received and that all related conditions will be met, usually on submission of a valid claim for payment. Grants of a revenue nature are credited to income so as to match them with the expenditure to which they relate.

2. NET MOVEMENTS IN FUNDS FOR THE YEAR	2022 £	2021 £
Net movement in funds is stated after charging:		
Staff costs (note 5)	136,485	139,868
Independent Examiners' remuneration	4,626	5,022
	<u>136,485</u>	<u>139,868</u>

3. CHARITABLE EXPENDITURE			2022	2021
Advice and information services	Unrestricted Funds	Restricted Funds	Total £	Total £
Salaries costs	136,485		136,485	139,868
Activity costs	24,074	-	24,074	29,035
Premises	12,120	-	12,120	8,500
Governance costs	4,626	-	4,626	5,022
Total	<u>177,305</u>	<u>-</u>	<u>177,305</u>	<u>182,425</u>

LUTON RIGHTS LIMITED
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2022

4. ANALYSIS OF EXPENDITURE

	Basis of allocation	Charitable activities	Grant Applications	2022 Total £	2021 Total £
Costs directly allocated to activities					
	Actual				
Staff costs		136,485	-	136,485	139,868
Project costs		1,050	-	1,050	1,886
General office costs		19,762	-	19,762	22,904
Training		884	-	884	1,486
Accountancy		4,626	-	4,626	5,022
		<u>162,807</u>	<u>-</u>	<u>162,807</u>	<u>171,166</u>
Support costs allocated to activities					
Premises	Floor Area	12,120	-	12,120	8,500
Professional fees	Usage	1,159	-	1,159	2,045
Communications	Usage	1,210	-	1,210	700
Depreciation	Usage	9	-	9	14
		<u>14,498</u>	<u>-</u>	<u>14,498</u>	<u>11,259</u>
Total expenditure		<u>177,305</u>	<u>-</u>	<u>177,305</u>	<u>182,425</u>

5. STAFF COSTS AND NUMBERS

Staff costs	2022	2021
	£	£
Wages and salaries	128,571	132,084
Social security costs	7,620	7,784
Pension costs	294	-
	<u>136,485</u>	<u>139,868</u>
Staff numbers by function	Number	Number
Advice and information workers	<u>6</u>	<u>6</u>

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

No trustee received remuneration or reimbursement of expenses.

LUTON RIGHTS LIMITED

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31ST MARCH 2022

6. COMPARATIVES FROM THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted Funds	Restricted Funds	2021 Total Funds £
Income from:			
Charitable activities	172,762	48,653	221,415
Total	<u>172,762</u>	<u>48,653</u>	<u>221,415</u>
Expenditure on:			
Charitable activities	133,772	48,653	182,425
Total	<u>133,772</u>	<u>48,653</u>	<u>182,425</u>
Net movement in funds	38,990	-	38,990
Reconciliation of funds:			
Balance brought forward at 1st April 2020	123,444	-	123,444
Balance carried forward at 31st March 2021	<u>162,434</u>	<u>-</u>	<u>162,434</u>

	Equipment £
7. TANGIBLE FIXED ASSETS	
Cost	
At 1st April 2021 and	
At 31st March 2022	<u>6,154</u>
Accumulated depreciation	
At 1st April 2021	6,127
Charge for the year	<u>9</u>
At 31st March 2022	<u>6,136</u>
Net book value	
At 31st March 2022	<u>18</u>
At 31st March 2021	<u>27</u>

LUTON RIGHTS LIMITED

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31ST MARCH 2022

	2022	2021
	£	£
8. DEBTORS		
Accrued income - grants and fees	20,464	17,992
Prepayments	2,390	1,420
Other debtors	368	-
	<u>23,222</u>	<u>19,412</u>

	2022	2021
	£	£
9. LIABILITIES		
Amounts falling due within one year		
Other creditors	30	290
Accruals and deferred income	16,898	21,986
	<u>16,928</u>	<u>22,276</u>

10. DESIGNATED FUND

The trustees have designated reserves of the charity in recognising the charity's responsibility to cover anticipated costs in respect of re-organisation expenditure to move the charity forward in the future.

LUTON RIGHTS LIMITED**NOTES TO THE ACCOUNTS****FOR THE YEAR ENDED 31ST MARCH 2022**

11. MOVEMENT IN FUNDS	Balance 1st April 2021	Income in year	Expenditure in year	Transfer	Balance 31st March 2022 £
RESTRICTED FUNDS					
Project revenues:					
The National Lottery					
Community Fund	-	-	-	-	-
	-	-	-	-	-
UNRESTRICTED FUNDS					
General	91,734	154,099	(177,305)	-	68,528
Designated	70,700	-	-	-	70,700
	162,434	154,099	(177,305)	-	139,228
TOTAL FUNDS	162,434	154,099	(177,305)	-	139,228

COMPARISON FOR MOVEMENT IN FUNDS

	Balance 1st April 2020	Income in year	Expenditure in year	Transfer	Balance 31st March 2021 £
RESTRICTED FUNDS					
Project revenues:					
The National Lottery					
Community Fund	-	48,653	(48,653)	-	-
	-	48,653	(48,653)	-	-
UNRESTRICTED FUNDS					
General	74,794	172,762	(133,772)	(22,050)	91,734
Designated	48,650	-	-	22,050	70,700
	123,444	172,762	(133,772)	-	162,434
TOTAL FUNDS	123,444	221,415	(182,425)	-	162,434

The National Lottery Community Fund

This programme is referred to as National Lottery COVID-19 Fund - Over £10,000. This funding was given as emergency funds in order to support the charity through their impact of the COVID-19 pandemic on its services it provided.

LUTON RIGHTS LIMITED

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31ST MARCH 2022

12. ANALYSIS OF NET ASSETS BETWEEN FUNDS	Tangible Fixed Assets	2022		Total £	Tangible Fixed Assets	2021		Total £
		Net Current Assets				Net Current Assets		
Restricted funds								
Projects	-	-	-	-	-	-	-	-
Unrestricted funds								
General	18	68,510	68,528	27	91,707	91,734		
Designated	-	70,700	70,700	-	70,700	70,700		
	<u>18</u>	<u>139,210</u>	<u>139,228</u>		<u>27</u>	<u>162,407</u>	<u>162,434</u>	

13. RELATED PARTY TRANSACTIONS

There were no related party transactions during the year (2021 - none).

14. TAXATION

As a charity, Luton Rights Limited is exempt from tax on income and gains falling within section 478 of the Corporation Tax Act 2010 or section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

15. LEASING AGREEMENTS

Minimum lease payments under non - cancellable operating leases fall due as follows:

	2022	2021
	£	£
Within one year	3,000	3,000
Within two to five years	12,000	750
More than five years	<u>750</u>	<u>-</u>

**INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF LUTON RIGHTS LIMITED
FOR THE YEAR ENDED 31ST MARCH 2022**

I report to the charity trustees on my examination of the accounts of the company for the year ended 31st March 2022, which are set out on pages 10 to 18.

Responsibilities and basis of report

As the charity's trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

Having satisfied myself that the accounts of the company are not required to be audited under part 16 of the 2006 Act or section 144(2) of the Charities Act 2011 (the 2011 Act) and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the 2011 Act. In carrying out my examination I have followed the directions given by the Charity Commission under section 145 (5)(b) of the 2011 Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to 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 accounts to be reached.



**Tara Aldwin ACA
FKCA LIMITED
Chartered Accountants**

260 - 270 Butterfield
Great Marlings
Luton
Bedfordshire
LU2 8DL

10 January 2022

LUTON RIGHTS LIMITED

England & Wales - Charity number 1146500

Accounts

LUTON RIGHTS LIMITED

Registered Company No. 5828180 (England and Wales)

Registered Charity No. 1146500

ACCOUNTS

31ST MARCH 2021

LUTON RIGHTS LIMITED

ACCOUNTS

FOR THE YEAR ENDED 31ST MARCH 2021

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Independent Examiners' Report to the Trustees	19

LUTON RIGHTS LIMITED

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31ST MARCH 2021

The Trustees, who are also Directors of the charity for the purposes of Company Law, present their annual report together with the accounts for the year ended 31st March 2021. They are prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1st January 2019).

OBJECTIVES AND ACTIVITIES

Objects and activity

The charity's objects are:

- the relief of unemployment for the public benefit in such ways as may be thought fit including assistance to find employment.
- the relief of poverty through the provision of advice, information and legal representation.

The beneficiaries of these objects are all adults who live in the Unitary Authority of Luton and the surrounding area within Bedfordshire.

The Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing their aims and objectives and in planning future activities. In particular, the Trustees consider how planned activities will contribute to the aims and objectives they have set.

ACHIEVEMENTS AND PERFORMANCE

Luton Rights is a registered charity working in Luton which aims to provide local residents, especially those who are vulnerable, with access to high quality and free advice. Luton Rights also provides a family mediation service, community outreach advice, employment support and continues to work in partnership with Luton Borough Council, Citizens Advice Luton, Luton Law Centre and Luton Irish Forum, as part of Luton Access.

The Luton Access partnership continued to be supported with funding from the Community Investment Fund administered by Bedfordshire and Luton Community Foundation. Although the funding was reduced compared to previous years due to the pandemic, it enabled Luton Rights in continuing to provide core services to residents.

The government's furlough scheme allowed Luton Rights to retain all staff throughout the financial year and beyond and with additional funding from the Big Lottery and Community Justice Fund the organisation was able to recruit additional resources to provide advice and casework to those who were being disproportionately impacted by the pandemic.

At the end of the financial year 2020-2021 Luton Rights made a surplus and will be utilised in 2021-2022 as the charity is envisaging further cuts to core funding so that resources and services continue to be maintained.

Throughout 2020-2021 primarily services have been provided remotely, which has been challenging for both staff and service users, we would like to express our thanks to our staff for their continued hard work in supporting our service users during this difficult time. We would also convey our thanks to our service users in their understanding and co-operation.

LUTON RIGHTS LIMITED

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31ST MARCH 2021

ACHIEVEMENTS AND PERFORMANCE *(continued)*

In April 2021, a key member of staff – John Horan who has been with the organisation for over 10 years decided to retire. Our thanks to John for his years of service and wish him a happy retirement.

We would like to thank our partners and funders for their continued support.

During the year Luton Rights has provided :-

Specialist Welfare Benefits advice including appeals and representation at tribunals for clients;

Community outreach advice at the Centre for Youth and Community Development, focussed on increasing access to advice for the most vulnerable and disadvantaged;

Family mediation service for Luton residents who are separating or facing divorce;

Employment Support to unemployed and economically inactive individuals to gain employment, accredited training or move closer to the job market.

During the year (April 2020 to March 2021) Luton Rights worked with 1,144 unique clients providing almost wholly welfare benefits advice.

As a result of Covid-19 the Luton Access Centre and Unite the Union, the 2 main town centres bases for our advice were closed to the public. Luton Rights developed and promoted a telephone advice service with Zoom video service and community outreach. 85% of clients were dealt with through these digital channels with 15% of clients seen face to face at Community Outreach.

The vast majority of cases and advice was for Welfare Benefits

Debt	3
Employment	6
Family Mediation	94
Housing	42
Welfare Benefits	999

Luton Rights provided a community outreach advice service with face to face advice at the Centre for Youth & Community Development.

The **SEMLEP funded Stepping into Care project** which supported unemployed adults explore a career in the care sector worked with 26 people with 1 gaining employment and 8 moving into accredited learning after the course.

Data taken from our records shows we worked with:

Gender profile

Female 51%

Male 49%

Age profile

18 – 24 years 3%

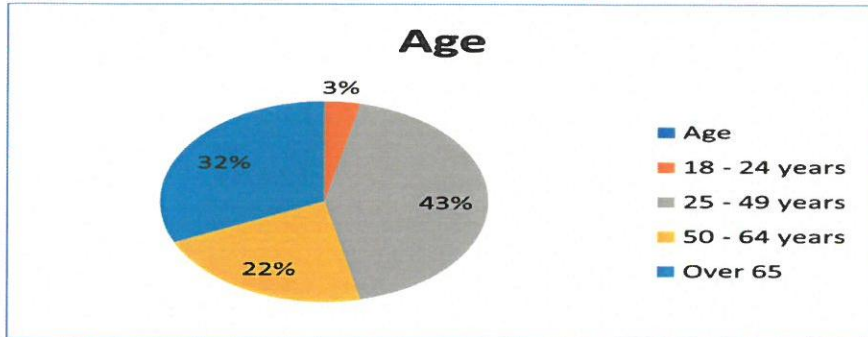
25-49 years 43%

50-64 years 22%

>65 years 32%

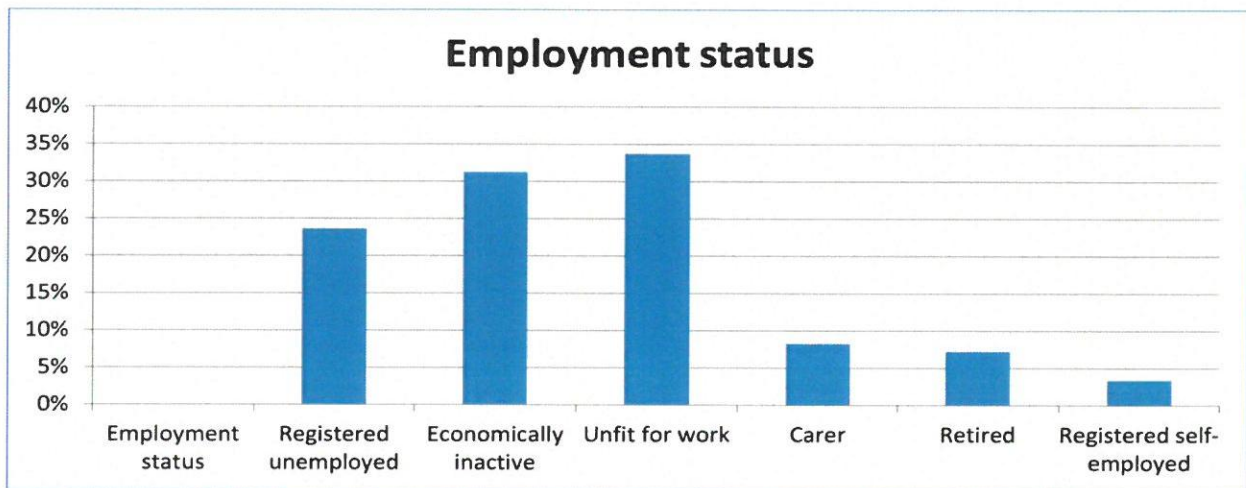
LUTON RIGHTS LIMITED
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2021

ACHIEVEMENTS AND PERFORMANCE *(continued)*



Disability & work-limiting illness

Luton Rights supported 332 clients with a disability and 142 with work-limiting illness and 359 clients who were not fit for work.

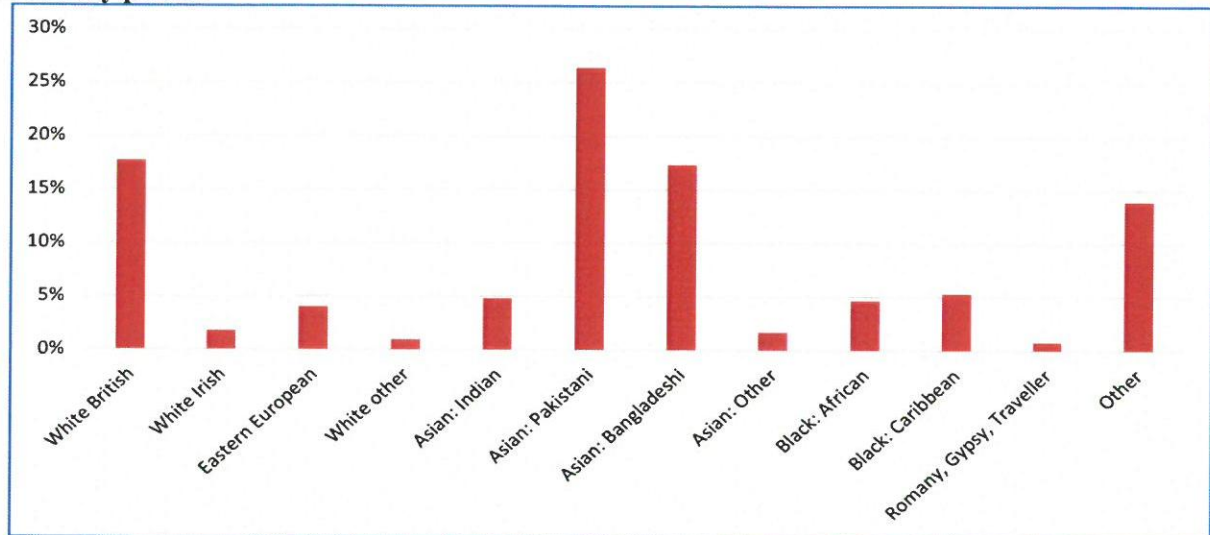


97% of clients seen for advice were either unemployed, economically inactive, unfit for work or a carer.

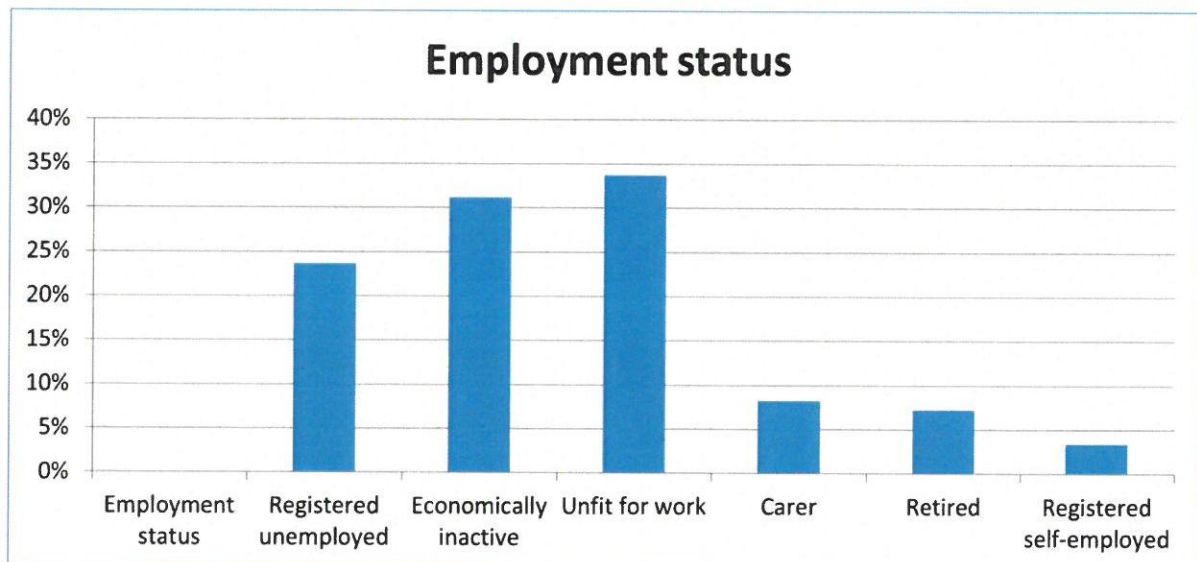
LUTON RIGHTS LIMITED
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2021

ACHIEVEMENTS AND PERFORMANCE *(continued)*

Ethnicity profile



44% of clients were of South Asian heritage with 18% White British. 14% of clients were recorded as either Other or declined to give their ethnicity.



97% of clients seen for advice were either unemployed, economically inactive, unfit for work or a carer.

All of the clients who saw one of our advisers at Community House received specialist welfare benefits advice which included case work and representation at an appeal or tribunal.

Total number of clients

1,144

Financial gains for clients

£
2,220,751

LUTON RIGHTS LIMITED
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2021

FUNDING

The following grants and project revenues were received during the year:

	£
BLCF - Community Investment Fund(formerly funded as London Luton Airport Limited)	114,471
Mediation fees	1,210
Other grants	117
Housing certified grants - reclaim	(1,620)
COVID-19 support grants:	
The National Lottery Community Fund	48,653
Coronavirus Job Retention Scheme	23,584
The Community Justice Fund	25,000
Luton Borough Council	10,000
	<u>221,415</u>

FINANCIAL REVIEW

The results of the charity for the year are set out in the Statement of Financial Activities on page 10.

Overall the charity had a surplus for the year of £38,990 (2020 - deficit £7,530). This was largely due to the Covid-19 support grants from local and national government.

Investment powers and policy

Under the Memorandum and Articles of Association, the charity has the power to invest in any way the trustees wish.

Reserves policy**Restricted**

The following are classified as restricted, as the donor has imposed restrictions on the use of funds, which are legally binding.

The National Lottery Community Fund

This programme is referred to as National Lottery COVID-19 Fund - Over £10,000. This funding was given as emergency funds in order to support the charity through their impact of the COVID-19 pandemic on its services it provided.

Unrestricted funds

In accordance with guidelines issued by the Charity Commissioners, the Trustees have adopted a policy regarding reserves to ensure that sufficient finance is available to adequately respond to the potential for a curtailment or cessation of operations in the event of a significant variation in funding.

The level of reserves is considered and reviewed at regular intervals by the Trustees.

LUTON RIGHTS LIMITED

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31ST MARCH 2021

PLANS FOR THE FUTURE

Specialist Welfare Benefits advice

Luton Rights will continue to work as part of Luton Access, working particularly with Citizens Advice Luton, to support clients who are referred after initial assessment or gateway with specialist welfare benefits advice, and particularly, for those clients who are vulnerable. This will continue to be provided remotely until such time when face to face services can be resumed.

Telephone advice service (Welfare Benefits)

Prior to the national lockdown the plan was to provide telephone advice as Luton Rights had identified a significant number of clients find accessing the welfare benefits advice through Community House problematic either because of their mobility issues or the inaccessibility of attending Community House when it is open. However due to the pandemic all services were provided primarily over the telephone and the plan is when face to face services do resume the offer of telephone advice will remain as an option.

Family Mediation

Luton Rights will continue providing family mediation and has trained a member of staff towards accreditation as a mediator. During the pandemic mediation has been provided remotely via telephone and Zoom

Community Outreach Advice

Due to national Lockdown face to face services ceased and advice and casework was being provided over the telephone. Prior to face to face services resuming a feasibility in continuing this provision will be carried out.

Employment Support

Luton Rights was successful in obtaining project funding in 2021-2022 and will be seeking further funding for the continuation of this service in 2022-2023.

Immigration Advice

Luton Rights made an application to OISC for Level 1 accreditation and due to the pandemic this is on hold, however as services resume a viability of running an immigration service will need to be conducted.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity was formed in March 2003 as an unincorporated charity which was registered with the Charity Commission. It was incorporated on 24th May 2006 as a company limited by guarantee, and was re-registered with the Charity Commission on 22nd March 2012.

The governing instruments currently in force are the Memorandum and Articles of Association.

There are currently 4 members (2020 - 4), each of whom agrees to contribute £10 in the event of the charity winding up.

Appointment of trustees

Trustees are appointed by the members at the Annual General Meeting, which is normally held in December.

LUTON RIGHTS LIMITED

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31ST MARCH 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT (continued)

Trustees induction and training

All new Trustees are given an induction pack to keep. These packs are reviewed and updated regularly.

The pack includes:-

- Governing document
- Standing orders
- Sets of recent board papers and minutes and dates of next meetings
- Terms of reference of committees, sub-committees, working groups
- Annual Reports and accounts for the previous three years
- Policy documents including equal opportunities and financial control
- Brief history of the organisation
- Structure of the organisation - committees, sub-committees, working groups, user groups, staff
- Staff structure
- Centre managers job description
- Information about premises
- Publicity
- Business plan
- Task descriptions of Trustees and Honorary Officers
- A profile of Trustees and contact details
- A Trustee Guide giving guidance on roles and responsibilities of Trustees

Organisation

The names of the Trustees who served during the year are set out on page 8.

The Trustees meet on a regular basis and the day to day management of the charity is delegated to the Centre Manager.

Management committee

The Luton Rights Management Committee is a committee of the Board of Trustees and as such is answerable to it. The committee is established for an annual term every year. Should the Board not be able to place confidence in the work of the management committee during the year, an Extraordinary General Meeting (EGM) must be called for the committee to be disbanded. As part of the renewal process, the Board must assess the work done by the management committee against the requirements of the Board.

Purpose of management committee

- To provide Luton Rights Board of Trustees with the views, opinions and knowledge of the wider community in Luton to ensure the work of Luton Rights remains representative of and reflects the needs of the wider community. The management committee will provide an advisory service to the Board of Trustees.
- To provide the role of "critical friend" through receiving reports and making comments on the plans, delivery and impact of Luton Rights work, making recommendations and raising concerns where necessary to the Board of Trustees.

Risk management

The Trustees carry out an annual review of the risks which the charity may face, have established systems and procedures to mitigate any risks identified and minimise any potential impact should any identified risks materialise.


LUTON RIGHTS LIMITED**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2021****REFERENCE AND ADMINISTRATIVE INFORMATION**

Registered Company No.	5828180 (England and Wales)		
Registered Charity No.	1146500		
Trustees	D Billington P Cowan MBE R Cartwright Cllr S Goodchild	Chair Treasurer	
Company Secretary	Cllr S Goodchild		
Management and Development	Mrs R Chowdhury	Centre Manager	
Management Committee	Cllr M Rivers Cllr J Hussain L Patterson M Scheimann J Horan O Ajayi	Luton Borough Council Luton Borough Council Luton Borough Council Luton Trades Council Staff Representative	(Resigned March 2021) (Resigned April 2021)
Registered Office	28 King Street Luton Beds LU1 2DP		
Independent Examiner	Tara Aldwin ACA FKCA Limited 260 - 270 Butterfield Great Marlings Luton Beds LU2 8DL		
Bankers	Unity Trust Bank 9 Brindley Place Birmingham B1 2HB		

LUTON RIGHTS LIMITED
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2021

The Report of the Trustees has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

Signed, on behalf of the Board,

 P Cowan MBE FCA

.....
P Cowan
Trustee

15 New Bedford Road
Luton
Beds
LU1 1SA

.....
08/03/2022

LUTON RIGHTS LIMITED
STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING
INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31ST MARCH 2021

	Note	Unrestricted Funds	Restricted Funds	2021 Total Funds £	2020 Total Funds £
Income from:					
Charitable activities:					
BLCF		114,471	-	114,471	126,000
The National Lottery Community Fund		-	48,653	48,653	-
SEMLEP		-	-	-	13,901
Other Covid-19 support grants		58,584	-	58,584	-
Other grants and fees		(293)	-	(293)	21,847
Total		<u>172,762</u>	<u>48,653</u>	<u>221,415</u>	<u>161,748</u>
Expenditure on:					
Charitable activities	3	133,772	48,653	182,425	169,278
Total	4	<u>133,772</u>	<u>48,653</u>	<u>182,425</u>	<u>169,278</u>
Net movement in funds	2	38,990	-	38,990	(7,530)
Reconciliation of funds:					
Balance brought forward at 1st April 2020		123,444	-	123,444	130,974
Balance carried forward at 31st March 2021		<u>162,434</u>	<u>-</u>	<u>162,434</u>	<u>123,444</u>

LUTON RIGHTS LIMITED**BALANCE SHEET****AS AT 31ST MARCH 2021**

	Note	2021	2020
		£	£
FIXED ASSETS			
Tangible fixed assets	7	27	41
CURRENT ASSETS			
Debtors	8	19,412	24,630
Cash at bank and in hand		165,271	114,951
		<u>184,683</u>	<u>139,581</u>
LESS: CURRENT LIABILITIES			
Liabilities: amounts falling due within one year	9	<u>22,276</u>	<u>16,178</u>
NET CURRENT ASSETS		<u>162,407</u>	<u>123,403</u>
NET ASSETS		<u>162,434</u>	<u>123,444</u>
FUNDS			
Unrestricted:			
General		91,734	74,794
Designated	10	70,700	48,650
Restricted:			
Project	11	-	-
		<u>162,434</u>	<u>123,444</u>

The charity is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2021.

The members have not required the charity to obtain an audit of its accounts for the year ended 31st March 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for :

(a) ensuring that the charity keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and

(b) preparing accounts which give a true and fair view of the state of affairs of the charity as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Section 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the charity.

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

Approved by the Trustees on 8th March 2022
and signed on their behalf by:

P Cowan MBE FCA.

P Cowan
Trustee

Company Registration Number: 5828180

LUTON RIGHTS LIMITED
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2021

1. ACCOUNTING POLICIES

(a) Basis of preparation

- (i) The accounts have been prepared under the historical cost convention.
- (ii) The accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1st January 2019) and the Companies Act 2006.
- (iii) The charity meets the definition of a public benefit entity under FRS102.
- (iv) The presentation currency of the accounts is in Pounds Sterling (£), which is the functional currency of the charity.

(b) Company status

The charity is a company limited by guarantee. The members of the charity are the trustees named on page 7. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity.

(c) Fund accounting

- (i) The charity's unrestricted general fund consists of funds which the charity may use for its purposes at its discretion. The designated funds are set aside from unrestricted general funds for specific future purposes.
- (ii) The charity's restricted funds are those where the donor has imposed restrictions on the use of the funds which are legally binding.

(d) Income recognition

All income is accounted for when the charity has entitlement, there is certainty of receipt and the amount is measurable. Income is accounted for on a receivable basis, except where donors specify that donations and grants given to the charity must be used in future accounting periods, then the income is deferred until those periods.

(e) Expenditure recognition

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

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include costs linked to the strategic management of the charity.

(f) Fixed assets and depreciation

Tangible fixed assets are stated at cost less accumulated depreciation. Depreciation is charged on the reducing balance basis over the expected useful lives of the assets at the following rates:

Computer equipment - 33.33%

LUTON RIGHTS LIMITED

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31ST MARCH 2021

1. ACCOUNTING POLICIES (continued)

(g) Pension costs and other post - retirement benefits

The charity operates a defined contribution pension held in a separately administered fund. Contributions payable to the pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

(h) Government grants

Government grants are recognised when it is reasonable to expect that the grants will be received and that all related conditions will be met, usually on submission of a valid claim for payment. Grants of a revenue nature are credited to income so as to match them with the expenditure to which they relate.

2. NET MOVEMENTS IN FUNDS FOR THE YEAR

	2021 £	2020 £
Net movement in funds is stated after charging:		
Staff costs (note 5)	139,868	133,988
Independent Examiners' remuneration	5,022	4,656
	<u>139,868</u>	<u>133,988</u>

3. CHARITABLE EXPENDITURE

Advice and information services

	Unrestricted Funds	Restricted Funds	2021 Total £	2020 Total £
Salaries costs	91,215	48,653	139,868	133,988
Activity costs	29,035	-	29,035	22,134
Premises	8,500	-	8,500	8,500
Governance costs	5,022	-	5,022	4,656
Total	<u>133,772</u>	<u>48,653</u>	<u>182,425</u>	<u>169,278</u>

LUTON RIGHTS LIMITED
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2021

4. ANALYSIS OF EXPENDITURE

	Basis of allocation	Charitable activities	Grant Applications	2021 Total £	2020 Total £
Costs directly allocated to activities					
	Actual				
Staff costs		139,868	-	139,868	133,988
Project costs		1,886	-	1,886	282
General office costs		22,904	-	22,904	12,718
Training		1,486	-	1,486	4,995
Accountancy		5,022	-	5,022	4,656
		<u>171,166</u>	<u>-</u>	<u>171,166</u>	<u>156,639</u>
Support costs allocated to activities					
Premises	Floor Area	8,500	-	8,500	8,500
Professional fees	Usage	2,045	-	2,045	3,419
Communications	Usage	700	-	700	700
Depreciation	Usage	14	-	14	20
		<u>11,259</u>	<u>-</u>	<u>11,259</u>	<u>12,639</u>
Total expenditure		<u>182,425</u>	<u>-</u>	<u>182,425</u>	<u>169,278</u>

5. STAFF COSTS AND NUMBERS

Staff costs	2021	2020
	£	£
Wages and salaries	132,084	126,270
Social security costs	7,784	7,718
Pension costs	-	-
	<u>139,868</u>	<u>133,988</u>
Staff numbers by function	Number	Number
Advice and information workers	<u>6</u>	<u>5</u>

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

No trustee received remuneration or reimbursement of expenses.

LUTON RIGHTS LIMITED
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2021

6. COMPARATIVES FROM THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted Funds	Restricted Funds	2020 Total Funds £
Income from:			
Charitable activities	161,748	-	161,748
Investment income	-	-	-
Total	<u>161,748</u>	<u>-</u>	<u>161,748</u>
Expenditure on:			
Charitable activities	169,278	-	169,278
Total	<u>169,278</u>	<u>-</u>	<u>169,278</u>
Net movement in funds	(7,530)	-	(7,530)
Reconciliation of funds:			
Balance brought forward at 1st April 2019	130,974	-	130,974
Balance carried forward at 31st March 2020	<u>123,444</u>	<u>-</u>	<u>123,444</u>

	Equipment £
7. TANGIBLE FIXED ASSETS	
Cost	
At 1st April 2020 and At 31st March 2021	<u>6,154</u>
Accumulated depreciation	
At 1st April 2020	6,113
Charge for the year	<u>14</u>
At 31st March 2021	<u>6,127</u>
Net book value	
At 31st March 2021	<u>27</u>
At 31st March 2020	<u>41</u>

LUTON RIGHTS LIMITED
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2021

	2021	2020
	£	£
8. DEBTORS		
Accrued income - grants and fees	17,992	23,226
Prepayments	<u>1,420</u>	<u>1,404</u>
	<u>19,412</u>	<u>24,630</u>

	2021	2020
	£	£
9. LIABILITIES		
Amounts falling due within one year		
Other creditors	290	834
Accruals and deferred income	<u>21,986</u>	<u>15,344</u>
	<u>22,276</u>	<u>16,178</u>

10. DESIGNATED FUND

The trustees have designated reserves of the charity in recognising the charity's responsibility to cover anticipated costs in respect of re-organisation expenditure to move the charity forward in the future.

LUTON RIGHTS LIMITED

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31ST MARCH 2021

11. MOVEMENT IN FUNDS	Balance 1st April 2020	Income in year	Expenditure in year	Transfer	Balance 31st March 2021 £
RESTRICTED FUNDS					
Project revenues:					
The National Lottery					
Community Fund	-	48,653	(48,653)	-	-
	-	48,653	(48,653)	-	-
UNRESTRICTED FUNDS					
General	74,794	172,762	(133,772)	(22,050)	91,734
Designated	48,650	-	-	22,050	70,700
	123,444	172,762	(133,772)	-	162,434
TOTAL FUNDS	123,444	221,415	(182,425)	-	162,434

COMPARISON FOR MOVEMENT IN FUNDS

RESTRICTED FUNDS	Balance 1st April 2019	Income in year	Expenditure in year	Transfer	Balance 31st March 2020 £
Project revenues:					
The National Lottery					
Community Fund	-	-	-	-	-
	-	-	-	-	-
UNRESTRICTED FUNDS					
General	84,487	161,748	(169,278)	(2,163)	74,794
Designated	46,487	-	-	2,163	48,650
	130,974	161,748	(169,278)	-	123,444
TOTAL FUNDS	130,974	161,748	(169,278)	-	123,444

The National Lottery Community Fund

This programme is referred to as National Lottery COVID-19 Fund - Over £10,000. This funding was given as emergency funds in order to support the charity through their impact of the COVID-19 pandemic on its services it provided.

LUTON RIGHTS LIMITED
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2021

12. ANALYSIS OF NET ASSETS BETWEEN FUNDS	Tangible Fixed Assets	2021	Total £	Tangible Fixed Assets	2020	Total £
		Net Current Assets			Net Current Assets	
Restricted funds						
Projects	-	-	-	-	-	-
Unrestricted funds						
General	27	91,707	91,734	41	74,753	74,794
Designated	-	70,700	70,700	-	48,650	48,650
	<u>27</u>	<u>162,407</u>	<u>162,434</u>	<u>41</u>	<u>123,403</u>	<u>123,444</u>

13. RELATED PARTY TRANSACTIONS

There were no related party transactions during the year (2020 - none).

14. TAXATION

As a charity, Luton Rights Limited is exempt from tax on income and gains falling within section 478 of the Corporation Tax Act 2010 or section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

**INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF LUTON RIGHTS LIMITED
FOR THE YEAR ENDED 31ST MARCH 2021**

I report to the charity trustees on my examination of the accounts of the company for the year ended 31st March 2021, which are set out on pages 10 to 18.

Responsibilities and basis of report

As the charity's trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

Having satisfied myself that the accounts of the company are not required to be audited under part 16 of the 2006 Act or section 144(2) of the Charities Act 2011 (the 2011 Act) and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the 2011 Act. In carrying out my examination I have followed the directions given by the Charity Commission under section 145 (5)(b) of the 2011 Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to 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 accounts to be reached.



**Tara Aldwin ACA
FKCA LIMITED
Chartered Accountants**

260 - 270 Butterfield
Great Marlings
Luton
Bedfordshire
LU2 8DL

..... 8 March 2022