



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From	Period start date	25 th October 2022
To	Period end date	24 th October 2023

Charity name: Horizon Legal Advice Clinic

Charity registration number: 1165006

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>For the public benefit, the relief of individuals in need by reason of financial hardship (clients) through the provision of free legal advice.</p> <p>Financial hardship for the purposes of this Annual Report means those individuals who would not otherwise have the financial means to obtain legal advice.</p> <p>Horizon Legal Advice Clinic ("Horizon LAC") provides its service to clients for free and focuses on the disability impact assessment elements of Personal Independence Payment, Employment and Support Allowance, Disability Living Allowance and Universal Credit (collectively referred to as "Disability Related Benefits").</p>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>In furtherance of Horizon LAC's stated purpose, teams (of one or more volunteer advisors supervised by one or more volunteering solicitors) undertake various activities including:</p> <ul style="list-style-type: none">• the interviewing of, and liaison with, clients to review, gather evidence for and assess the facts of a Disability Related Benefits claim; and• the drafting, by such teams, of advice letters to clients and the preparation of claim forms and appeal tribunal submissions on behalf of clients.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<p>The main activity undertaken by Horizon LAC is the provision of legal assistance to those eligible for Disability Related Benefits.</p> <p>The Trustees have regard to the Charity Commission's guidance on public benefit.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	<p>All of the work of Horizon LAC is conducted by volunteers. The:</p> <ul style="list-style-type: none"> • client team volunteers, • case managers, and • Trustees, <p>respectively:</p> <ol style="list-style-type: none"> 1. provide Horizon LAC's service directly to clients; 2. coordinate and facilitate the provision of that service; and 3. oversee the provision of Horizon LAC's service. <p>For consultancy fee costs, Horizon LAC engages a specialist welfare benefits solicitor to supervise the legal aspects of the provision of its service to clients.</p>
Other		N/A

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>Helping clients obtain the Disability Related Benefits they are entitled to has a personal, direct and significant positive on their financial circumstances and the alleviation of the impact of their disabilities. Clients also report that Horizon LAC's work leads to the intangible benefits of clients feeling listened to and supported in a complex and often impersonal claims procedure and at a time when their own personal resources may be under strain.</p> <p>Horizon LAC contributes to a wider social benefit in helping to ensure that the intended distribution of benefits to those most in need and as enacted in the public welfare benefits system, is effected.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Achievements against objectives set	Para 1.41	The objectives of Horizon LAC focus on the individual needs of its clients and servicing as many clients as volunteer, administrative and funding resources permit.
Performance of fundraising activities against objectives set	Para 1.41	As the cash balance carried over from the previous financial reporting period was adequate for its purposes, Horizon LAC minimised fundraising activity over this financial reporting period.
Investment performance against objectives	Para 1.41	
Other		

Financial Review

	SORP reference	
Review of the charity's financial position at the end of the period	Para 1.21	The amount of £ 13,222.24, is in the bank at the end of this financial reporting period.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Horizon LAC does not hold reserves.
Amount of reserves held	Para 1.22	None.
Reasons for holding zero reserves	Para 1.22	Horizon LAC does not hold reserves. Monies held in its bank account are used to fund ongoing or future costs. This includes purchase of legal resources (and subscriptions), registered office costs, insurance and advance agreed clinic legal supervisor consultancy fees.
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Horizon LAC is dependent upon: <ul style="list-style-type: none"> discretionary financial contributions for its income, and volunteer commitments for human resources, but mitigates these risks by managing its client commitment undertakings on an ongoing basis.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
The charity's principal sources of funds (including any fundraising)	Para 1.47	As the cash balance carried over from the previous financial reporting period was adequate for its purposes, Horizon LAC minimised fundraising activity over this financial reporting period. A small private charitable grant was however gratefully received during this financial reporting period.
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	Horizon LAC is dependent upon: <ul style="list-style-type: none"> discretionary financial contributions for its income, and volunteer commitments for human resources, but mitigates these risks by managing its client commitment undertakings on an ongoing basis.
Other		

Structure, Governance and Management

	SORP reference	
Description of charity's trusts:		N/A
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Incorporated Organisation (CIO)
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	During this financial reporting period, Horizon LAC's trustees were re-appointed on the basis of their ability to help Horizon LAC fulfil its purpose.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Horizon Legal Advice Centre
Other name the charity uses	Horizon LAC
Registered charity number	1165006
Charity's principal address	3rd Floor, 86-90 Paul Street, London, EC2A 4NE, UK

Names of the charity trustees who manage the charity (during the period)

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Jeremond During	Chair	25 October 2022 to 8 August 2023	Quorate Trustee board
2	Karolin Abbas	Digital Services Lead		Quorate Trustee board
3	Paul Matthews	Vice Chair/ now Chair		Quorate Trustee board
4	Neil McKnight	Secretary		Quorate Trustee board
5	George Kassimos	Fundraising Lead		Quorate Trustee board
6	Swaz Sinha	Treasurer		Quorate Trustee board

Corporate trustees – names of the directors at the date the report was approved

Director name		
N/A		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/A		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/A

Other optional information

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Declarations

The trustees declare that they have approved the trustees’ report above.

Signed on behalf of the charity’s trustees

Signature(s)	SWAZ SINHA	
Full name(s)	SWAZ SINHA	
Position (eg Secretary, Chair, etc)	Treasurer	
Date	23 August 2024	

Financial accounts: Horizon Legal Advice Clinic (Charity number: 1165006) (" Horizon LAC ") (2022 - 2023)														
INCOME														
Details of income:	PERIOD (amounts in (£))													
	Financial reporting period: 25 October 2022 - 24 October 2023 (inclusive)													
	25 October - 24 November 2022	25 November - 24 December 2022	25 December 2022 - 24 January 2023	25 January - 24 February 2023	25 February - 24 March 2023	25 March - 24 April 2023	25 April - 24 May 2023	25 May - 24 June 2023	25 June - 24 July 2023	25 July - 24 August 2023	25 August - 24 September 2023	25 September - 24 October 2023	TOTAL	ADDITIONAL NOTES (if any)
London Legal Support	£0.00	£0.00	£0.00	£0.00	£0.00	£298.75	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£298.75	As the cash balance carried over from the previous financial reporting period was adequate for its purposes, Horizon LAC minimised fundraising activity over this financial reporting period.
TOTAL	£0.00	£0.00	£0.00	£0.00	£0.00	£298.75	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00		

Balance carried forward from previous reporting period (25 October 2021 - 24 October 2022): £21,593.82

EXPENDITURE														
Details of expenditure:	PERIOD (amounts in (£))													
	Financial reporting period: 25 October 2022 - 24 October 2023 (inclusive)													
	25 October - 24 November 2022	25 November - 24 December 2022	25 December 2022 - 24 January 2023	25 January - 24 February 2023	25 February - 24 March 2023	25 March - 24 April 2023	25 April - 24 May 2023	25 May - 24 June 2023	25 June - 24 July 2023	25 July - 24 August 2023	25 August - 24 September 2023	25 September - 24 October 2023	TOTAL	ADDITIONAL NOTES (if any)
Horizon LAC Clinic Supervising Solicitor	£400.00	£400.00	£400.00	£400.00	£400.00	£400.00	£400.00	£400.00	£400.00	£400.00	£400.00	£400.00	£4,800.00	
Rent for previous premises	£120.00	£120.00	£120.00	£120.00	£120.00	£120.00	£120.00	£120.00	£120.00	£120.00	£120.00	£120.00	£1,440.00	
Hostegator (operator of the Horizon LAC website)	£0.00	£76.91	£0.00	£0.00	£0.00	£0.00	£0.00	£75.25	£0.00	£0.00	£0.00	£0.00	£152.16	
Hostegator transaction fee (related to the operation of the Horizon LAC website)	£0.00	£2.11	£0.00	£0.00	£0.00	£0.00	£0.00	£2.06	£0.00	£0.00	£0.00	£0.00	£4.17	
HSBC bank charges	£5.00	£5.00	£5.00	£5.00	£5.00	£5.00	£5.00	£5.00	£5.00	£5.00	£5.00	£5.00	£60.00	
Advice UK Insurance	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£2,214.00	£0.00	£0.00	£2,214.00	
TOTAL	£525.00	£604.02	£525.00	£525.00	£525.00	£525.00	£525.00	£602.31	£525.00	£2,739.00	£525.00	£525.00	£8,670.33	

Balance at end of the reporting period: as at 24 October 2023 £13,222.24

Horizon Legal Advice Clinic ("Horizon LAC"): Statement of Financial Activities (accounts)

Financial reporting period: 25 October 2022 - 24 October 2023

	Unrestricted funds (£)	Restricted funds (£)	Endowment funds (£)	Total funds (£)	Additional notes (if any)
Income and endowments from:					
Donations and legacies	0.00	0.00	0.00	0.00	0.00
Charitable activities	0.00	0.00	0.00	0.00	0.00
Other trading activities	0.00	0.00	0.00	0.00	0.00
Investments	0.00	0.00	0.00	0.00	0.00
					<u>See tab entitled 'Accounts breakdown':</u> Grant from London Legal Support
Other	298.75	0.00	0.00	0.00	298.75 As the cash balance carried over from the previous financial reporting period was adequate for its purposes, Horizon LAC minimised fundraising activity over this financial reporting period.
Total	298.75	0.00	0.00	0.00	298.75
Expenditure on:					
Raising funds	0.00	0.00	0.00	0.00	0.00
Charitable activities	0.00	0.00	0.00	0.00	0.00
					<u>See tab entitled 'Accounts breakdown':</u> Payments to Horizon LAC Clinic Supervising Solicitor, Rent for previous premises, Hostegator (Horizon LAC website operator), Advice UK insurance and HSBC bank charges.
Other	8670.33	0.00	0.00	0.00	8,670.33
Total	8,670.33	0.00	0.00	0.00	8,670.33
Net gains/(losses) on investments	0.00	0.00	0.00	0.00	0.00
Net income/(expenditure)	8,371.58	0.00	0.00	0.00	8,371.58
Transfers between funds	0.00	0.00	0.00	0.00	0.00
Other recognised gains/(losses):					
Gains/(losses) on revaluation of fixed assets	0.00	0.00	0.00	0.00	0.00
Actuarial gains/(losses) on defined benefit pension schemes	0.00	0.00	0.00	0.00	0.00
Other gains/(losses)	0.00	0.00	0.00	0.00	0.00
Net movement in funds	0.00	0.00	0.00	0.00	0.00
Reconciliation of funds:					
Total funds brought forward	21,593.82	0.00	0.00	0.00	21,593.82
Total funds carried forward	13,222.24	0.00	0.00	0.00	13,222.24