

CHARITY REGISTRATION NUMBER: 1176229

Suffolk Law Centre
Unaudited independently examined accounts
31 March 2025

Suffolk Law Centre

Financial statements

Year ended 31 March 2025

	Pages
Trustees' annual report	1 to 6
Independent examiner's report to the trustees	7 to 8
Statement of financial activities	9
Balance sheet	10
Statement of cash flows	11
Notes to the financial statements	12 to 22

Suffolk Law Centre

Trustees' annual report

Year ended 31 March 2025

The trustees present their report and the unaudited financial statements of the charity for the year ended 31 March 2025.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published in October 2019.

Reference and administrative details

Registered charity name	Suffolk Law Centre
Charity registration number	1176229
Principal office	46A St. Matthews Street Ipswich Suffolk IP1 3EP United Kingdom

The trustees

The trustees who served during the year and at the date of approval were as follows:

Professor G Thomas (Chair)
C Parry-Jones LLB Hons (Vice Chair)
A Donnelly (Appointed 10/12/2024)
S Gallagher
J Jones
M Kurnatowska
Dr J Sandbach
S Stratton
P Burton (Resigned 13/08/2024)
J Chimes (Resigned 15/05/2024)

Senior Management	A Ludwig (Director of Legal Services, Resigned 25/10/2024) S Steward (Practice Director) S Wardell (Director of Operations and Development)
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Charity Secretary	S Steward
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Independent examiner	A Robinson FCA Lovewell Blake LLP Chartered accountants First Floor Suite 2 Hillside Business Park Bury St Edmunds IP32 7EA
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Suffolk Law Centre

Trustees' annual report *(continued)*

Year ended 31 March 2025

Objectives and activities

Suffolk Law Centre strives for a just and equal society where everyone's rights are valued and protected. We do this by providing legal support, services, information and education to the diverse communities of Suffolk and across East Anglia (and beyond).

As a registered charity it is our purpose to alleviate poverty and to improve access to services. Our goal is to empower the people of Suffolk to understand and assert their legal rights. Equality runs as a core through everything we do.

Our Activities:

We aim to provide legal services to help the diverse communities of Suffolk and to a lesser extent across East Anglia (and beyond):

- To gain equal access to justice
- Challenge disadvantage and inequality, and
- To understand their legal rights, obligations and protections

Our Charitable Objects:

The relief of poverty, suffering and distress and the advancement of education among people living or working in Suffolk and East Anglia generally and such other places as the Trustees shall determine (including within her Majesty's Prisons), by the provision of Legal Advice and Assistance, Representation and Information which they could not otherwise afford through lack of means.

Public Benefit

In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commissions guidance on public benefit when setting the objectives for the year.

The trustees confirm that they have complied with the duty in section 4 of the Charities Act 2011.

Suffolk Law Centre

Trustees' annual report *(continued)*

Year ended 31 March 2025

Achievements and performance

Our Workstreams

1. Discrimination (Legal Aid):

The team offer legal advice to people who have experienced discrimination at work or accessing goods/services.

The team provided expert legal advice and casework to **35 new clients** in 2024-25.

Of these, **12** were under our **Discrimination Legal Aid contract** (funded by the Legal Aid Agency - LAA).

Discrimination (Projects/Pro Bono):

Our grant-funded projects enable us to extend and develop services in partnership with other services, and to but are not in scope or eligible for Legal Aid. This included, the following in 24-25:

- **Baring Foundation/Law Centres Network** (Years 2/3 of a 3-year grant from Feb. '23). Continuing our partnership project to develop a Hub to enable Neurodivergent young people to **Join, Stay and Thrive** in employment. Outputs included working with community partner Disability Advice and Welfare Network (DAWN) to co-produce the Education Leavers Passport,
- **Bell Foundation** (Years 1/2 of 3-year grant from Dec. '23): Continuing this grant-funded partnership with our founding charity ISCRE, our **Suffolk Access to Justice** project identifies ways to make social welfare legal advice more accessible to marginalised EAL communities, particularly Roma. Working with community partner Ipswich Romanian Community (IRC), **12 clients** were assisted with legal advice and casework.

2. Police Complaints Work:

Our Discrimination Caseworker specialises in complaints against the police.

In 2024-25, she dealt with **16 cases** relating to complaints against the police, of which **7 were new cases**. Of the total number of cases, **13** went to the **Independent Office for Police Complaints (IOPC)**; of these **9 were upheld** during 2024-25.

3. Family Legal Advice and Casework (FLAC) team:

The team provide expert legal advice to people making an application to the Family Court in Private Children matters.

Over the range of services offered in **2024-25**:

- **Family Support Clinic**: offer weekly appointments with the generous support of legal volunteers advised **141 clients** during the year.
- Our **Family casework service** was able to provide on-going advice and casework support to 86 clients dealing with complex legal matters, **20** of whom were new clients.
- Family Helpdesk at Ipswich Magistrates Court, delivered by legal volunteers and staff, gave information and guidance to **110 litigants** in person.

The work of the Family team is funded by **Suffolk County Council** under its Violence Against Women and Girls Strategy (Year 3 of 3-year grant) and the Legal Education Foundation (Year 1/2 of a 3-year grant from February 2024).

Suffolk Law Centre

Trustees' annual report *(continued)*

Year ended 31 March 2025

4. Housing:

The team provide a Housing legal advice and casework service to help prevent people from losing their home.

The team provided Housing legal advice and casework to **59 new clients in 2024-25**.

- **42 clients** were assisted via a **Housing Court Duty** service at Bury St. Edmunds Court; of these, 37 were funded under **Housing Loss Prevention Advice Service (HLPAS)** which Suffolk Law Centre delivered as a local agent of Wiltshire Law Centre under their contract.
- We have run a telephone housing legal advice clinic for clients of Lighthouse Women's Aid, advising **16 clients**.

In February 2024, we were successful in securing new grant funding from TLEF for a further 3-years to help rebuild our Housing legal advice and casework capacity. We continued to be supported by our locum Housing Supervisor on a consultancy basis for the Legal Aid clients retained under our previous Housing Legal Aid contract.

5. Legal Advice Clinics (LAC):

With the generous assistance of over **25 legal volunteers** from local and national law firms, we provided free initial legal advice through 8 specialist law clinics - Discrimination, Employment, Family (divorce), Housing (property), Immigration, Personal injury, Wills & probate, as well as a General law clinic. To ensure good reach across the whole of Suffolk, we have continued to offer clinics by phone, or email, with interpreters where required.

Our legal volunteers advised **320 clients**.

6. Reception and Triage:

Our Reception and Triage service was very busy over 2024-25, responding to **2031 initial enquiries**. Where enquiries cannot be directly assisted by one of our advice & casework teams, we try to signpost and offer information to help resolve issues.

7. Legal Triage:

As part of our triage of enquiries, clients identified as having clustered or complex legal advice issues are supported by a 'wraparound' service to enable them to find the right advice and to better understand and benefit from that advice. **183 clients** were supported through **Legal Triage** in 2024-25. This service has been funded by Ipswich Borough Council.

Suffolk Law Centre

Trustees' annual report *(continued)*

Year ended 31 March 2025

Financial review

The charity continues to be dependent on grant funding to achieve its objectives. In the year under review the trustees are grateful to all those funders. The support from these organisations has ensured that Suffolk Law Centre continues to exist and to deliver services to the most vulnerable people of Suffolk. Additionally, we are very thankful to those individuals and organisations that have generously supported our work through donations.

Further information about our income and expenditure is set out in the Statement of Financial Activities and supporting notes.

Any cash resources not immediately required are held in bank and building society deposits under powers contained in the memorandum and articles of association and as at the year end date, cash balances amounted to £370,294 (2024: £422,983).

Income has decreased in the year to £328,274 (2024: £532,049), with expenditure increasing slightly to £413,241 (2024: £407,871) resulting in a net deficit of £84,967 (2024: net income of £124,178) for the year.

Reserves policy

The trustees actively review the reserves available on a regular basis and given the general uncertainty surrounding funding and project income aim to maintain reserves equivalent to approximately £130,000 (2024: £130,000). This figure is based on a 3 month (formerly 6 month) expected level of expenditure moving forward. This level of reserves takes into account existing and future commitments and has increased compared to the year ended 31 March 2024, where a reserves policy of £130,000 would equate to 3-4 months of cost.

At the 31 March 2025, the free reserves held for general purposes amounted to £62,046 (2024: £110,907). The trustees will look to increase excess funds to the reserve target over the coming year.

Suffolk Law Centre

Trustees' annual report *(continued)*

Year ended 31 March 2025

Structure, governance and management

Suffolk Law Centre is a Charitable Incorporated Organisation and a charity registered in effect from 12 December 2017. The charity is constituted and governed by trustees under the terms of its memorandum and articles of association.

The current board of trustees and the changes which have occurred since the previous annual report are as stated in the reference and administrative details of these accounts.

Recruitment and appointment of new trustees

New trustees are invited to attend a meeting with the Chairman and the trustees to familiarise themselves with the charity and the context within which it operates.

Our policy for appointing new trustees is to search out people who have skills and characteristics that will be beneficial to the charity. On appointment the trustees receive a copy of the governing documents and Charity Commission trustee documents. New trustees are briefed on the background and work of the charity and future aims.

Risk management

The trustees have identified the major risks facing the charity and have assessed their potential impact. Appropriate systems have been established to monitor and manage these risks.

The Board of Trustees follows the Charity Commissions guidance 'Charities and risk management in identifying and weighting risks.

True and fair override

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the 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 issued in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Independent examiner reappointment

A resolution to appoint A Robinson FCA of Lovewell Blake LLP as independent examiner will be proposed at the next Annual General Meeting.

The trustees' annual report was approved on 26/11/2025 and signed on behalf of the board of trustees by:



Professor G Thomas (Chair)
Trustee

Suffolk Law Centre

Independent examiner's report to the trustees of Suffolk Law Centre

Year ended 31 March 2025

I report to the charity trustees on my examination of the financial statements of the charity for the year ended 31 March 2025 which comprise the statement of financial activities, balance sheet, statement of cash flows and the related notes.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's financial statements carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales (ICAEW), which is one of the listed bodies.

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

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

Suffolk Law Centre

Independent examiner's report to the trustees of Suffolk Law Centre *(continued)*

Year ended 31 March 2025

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.

Your attention is drawn to the fact that the Charity has prepared the accounts (financial statements) 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) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has since been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

Abigail Robinson

A Robinson FCA
Independent Examiner

Lovewell Blake LLP
Chartered accountants
First Floor Suite
2 Hillside Business Park
Bury St Edmunds
IP32 7EA
27/11/2025

Suffolk Law Centre

Statement of financial activities

Year ended 31 March 2025

		Unrestricted funds	2025 Restricted funds	Total funds	2024 Total funds
	Note	£	£	£	£
Income and endowments					
Donations, grants and legacies	4	37,695	260,344	298,039	483,369
Charitable activities	5	30,235	—	30,235	48,680
Total income		<u>67,930</u>	<u>260,344</u>	<u>328,274</u>	<u>532,049</u>
Expenditure					
Charitable activities	6	108,603	304,638	413,241	407,871
Total expenditure		<u>108,603</u>	<u>304,638</u>	<u>413,241</u>	<u>407,871</u>
Net (expenditure)/income and net movement in funds		<u>(40,673)</u>	<u>(44,294)</u>	<u>(84,967)</u>	<u>124,178</u>
Reconciliation of funds					
Total funds brought forward		146,427	246,502	392,929	268,751
Total funds carried forward		<u>105,754</u>	<u>202,208</u>	<u>307,962</u>	<u>392,929</u>

The statement of financial activities includes all gains and losses recognised in the year.
All income and expenditure derive from continuing activities.

The notes on pages 12 to 22 form part of these financial statements.

Suffolk Law Centre

Balance sheet

31 March 2025

	Note	2025 £	£	2024 £	£
Fixed assets					
Tangible fixed assets	10		737		1,705
Current assets					
Debtors	11	6,023		25,566	
Cash at bank and in hand		370,294		422,983	
		<u>376,317</u>		<u>448,549</u>	
Creditors: Amounts falling due within one year	12	<u>(69,092)</u>		<u>(57,325)</u>	
Net current assets			307,225		391,224
Total assets less current liabilities			307,962		392,929
Net assets			<u>307,962</u>		<u>392,929</u>
Funds of the charity					
Restricted funds			202,208		246,502
Unrestricted funds			105,754		146,427
Total charity funds	13		<u>307,962</u>		<u>392,929</u>

These financial statements were approved by the board of trustees and authorised for issue on 26/11/2025, and are signed on behalf of the board by:

Gareth Thomas

Professor G Thomas (Chair)
Trustee

The notes on pages 12 to 22 form part of these financial statements.

Suffolk Law Centre

Statement of cash flows

Year ended 31 March 2025

	2025 £	2024 £
Cash flows from operating activities		
Net (expenditure)/income	(84,967)	124,178
<i>Adjustments for:</i>		
Depreciation of tangible fixed assets	968	4,157
<i>Changes in:</i>		
Trade and other debtors	19,543	(11,237)
Trade and other creditors	11,767	(10,255)
Cash generated from operations	(52,689)	106,843
Net cash (used in)/from operating activities	(52,689)	106,843
Cash flows from investing activities		
Purchase of tangible assets	—	(1,367)
Net cash used in investing activities	—	(1,367)
Net (decrease)/increase in cash and cash equivalents	(52,689)	105,476
Cash and cash equivalents at beginning of year	422,983	317,507
Cash and cash equivalents at end of year	370,294	422,983

The notes on pages 12 to 22 form part of these financial statements.

Suffolk Law Centre

Notes to the financial statements

Year ended 31 March 2025

1. General information

The charity is a registered Charitable Incorporated Organisation in England and Wales. The address of the principal and operating office is 46A St. Matthews Street, Ipswich, Suffolk, IP1 3EP, United Kingdom.

2. Statement of compliance

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements 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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Accounting Practice.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the 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 issued in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Going concern

The accounts have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient for the charity to be able to continue as a going concern.

Income tax

As a registered charity, the activities are exempt from United Kingdom Income and Corporation taxation, provided that the income is applied to charitable purposes.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

Suffolk Law Centre

Notes to the financial statements *(continued)*

Year ended 31 March 2025

3. Accounting policies *(continued)*

Income

All income is included in the statement of financial activities when entitlement has passed to the charity, it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- Income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- Income from grants and contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Expenditure

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

Operating leases

The lease payments are for rent and recognised as an expense over the lease term on a straight-line basis. The aggregate benefit of lease incentives is recognised as a reduction to expense over the lease term, on a straight-line basis.

Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other recognised gains and losses, unless it reverses a charge for impairment that has previously been recognised as expenditure within the statement of financial activities. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other recognised gains and losses, except to which it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Computer equipment - 33% straight line

Suffolk Law Centre

Notes to the financial statements *(continued)*

Year ended 31 March 2025

3. Accounting policies *(continued)*

Financial instruments

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

4. Donations, grants and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2025 £
Donations			
Donations	15,505	–	15,505
Grants			
Grants	22,190	260,344	282,534
	<u>37,695</u>	<u>260,344</u>	<u>298,039</u>
	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
Donations			
Donations	23,126	1,100	24,226
Grants			
Grants	24,700	434,443	459,143
	<u>47,826</u>	<u>435,543</u>	<u>483,369</u>

Suffolk Law Centre

Notes to the financial statements (continued)

Year ended 31 March 2025

4. Donations, grants and legacies (continued)

Analysis of grant income	Total 2025 £	Total 2024 £
Restricted		
Access to Justice Foundation	84,100	109,350
The National Lottery Foundation	–	68,970
The Legal Education Foundation	58,000	128,486
The Bell Foundation	43,009	12,900
The Baring Foundation	42,525	41,865
Tudor Trust	–	33,750
Suffolk County Council	13,500	16,500
Ipswich Borough Council	12,900	16,142
Other grants received	6,310	6,480
	<u>260,344</u>	<u>434,443</u>
Unrestricted		
AB Charitable Trust	22,000	22,000
Other unrestricted grants	190	2,700
	<u>22,190</u>	<u>24,700</u>

5. Charitable activities

	Unrestricted Funds £	Total Funds 2025 £	Unrestricted Funds £	Total Funds 2024 £
Legal aid	<u>30,235</u>	<u>30,235</u>	<u>48,680</u>	<u>48,680</u>

Suffolk Law Centre

Notes to the financial statements *(continued)*

Year ended 31 March 2025

6. Expenditure on charitable activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2025 £
Staff costs	36,125	295,835	331,960
Support costs	72,478	8,803	81,281
	<u>108,603</u>	<u>304,638</u>	<u>413,241</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
Staff costs	50,376	270,405	320,781
Support costs	62,897	24,193	87,090
	<u>113,273</u>	<u>294,598</u>	<u>407,871</u>

Analysis of support costs

	2025 £	2024 £
Project costs	23,452	27,315
Office costs	30,629	29,051
Rent	2,013	9,615
Insurance	3,068	2,461
Travel costs	592	843
Depreciation	968	4,157
Legal and professional costs	17,049	11,338
Independent examination fees	3,510	2,310
	<u>81,281</u>	<u>87,090</u>

7. Net (expenditure)/income

Net (expenditure)/income is stated after charging/(crediting):

	2025 £	2024 £
Depreciation of tangible fixed assets	<u>968</u>	<u>4,157</u>

Suffolk Law Centre

Notes to the financial statements *(continued)*

Year ended 31 March 2025

8. Staff costs

The total staff costs and employee benefit for the reporting period are analysed as follows:

	2025	2024
	£	£
Wages and salaries	303,858	301,573
Social security costs	22,526	18,390
Pension costs	5,576	819
	<u>331,960</u>	<u>320,782</u>

Wages and salaries include all social security costs, pension costs and training expenses.

The average head count of employees during the year was 14 (2024: 14).

No employee received employee benefits of more than £60,000 during the year (2024: Nil).

The key management personnel of the charity comprise the trustees and senior management team as listed on the reference and administration details page of these accounts. The total value of remuneration and benefits received by Key Management Personnel was £85,354 (2024: £85,003).

9. Trustee remuneration and expenses

No trustees received any remuneration or reimbursed expenses during this or the prior year.

10. Tangible fixed assets

	Computer equipment £
Cost	
At 1 April 2024 and 31 March 2025	<u>18,068</u>
Depreciation	
At 1 April 2024	16,363
Charge for the year	<u>968</u>
At 31 March 2025	<u>17,331</u>
Carrying amount	
At 31 March 2025	<u>737</u>
At 31 March 2024	<u>1,705</u>

11. Debtors

	2025	2024
	£	£
Trade debtors	272	12,695
Prepayments and accrued income	<u>5,751</u>	<u>12,871</u>
	<u>6,023</u>	<u>25,566</u>

Suffolk Law Centre

Notes to the financial statements *(continued)*

Year ended 31 March 2025

12. Creditors: Amounts falling due within one year

	2025 £	2024 £
Trade creditors	65,792	55,015
Accruals and deferred income	3,300	2,310
	<u>69,092</u>	<u>57,325</u>

13. Analysis of charitable funds

Year ended 31 March 2025

Restricted funds

	At 1 Apr 2024 £	Income £	Expenditure £	Transfers £	At 31 Mar 2025 £
Awards for all	3,196	–	(3,196)	–	–
LCN/Barings Foundation Hub					
Project	21,731	42,525	(41,245)	–	23,011
Tudor Trust Legal Advice Clinic	19,782	–	(19,782)	–	–
The Bell Foundation	8,768	43,009	(25,440)	–	26,337
SCC Violence Against Women					
& Girls	18,591	13,500	(15,045)	–	17,046
IBC Community Grant	2,208	12,900	(14,662)	–	446
SCF Breakthrough Fund	4,578	–	(1,934)	–	2,644
ATJF - Improving Lives					
Through Advice	84,100	84,100	(82,240)	–	85,960
TLEF LTS	83,548	58,000	(96,896)	–	44,652
Supporting Social Justice					
Solicitors Fund	–	4,000	(1,888)	–	2,112
Hardship Spring 2025	–	2,310	(2,310)	–	–
	<u>246,502</u>	<u>260,344</u>	<u>(304,638)</u>	<u>–</u>	<u>202,208</u>

Designated funds

AB Charitable Trust	5,648	22,000	(20,589)	–	7,059
Legal Aid - Discrimination	11,417	8,472	(4,375)	–	15,514
Legal Aid - Housing	17,380	20,763	(17,008)	–	21,135
Tudor Trust Staff Welfare	1,075	–	(1,075)	–	–
	<u>35,520</u>	<u>51,235</u>	<u>(43,047)</u>	<u>–</u>	<u>43,708</u>

Unrestricted funds

General Fund	<u>110,907</u>	<u>16,695</u>	<u>(65,556)</u>	<u>–</u>	<u>62,046</u>
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Suffolk Law Centre

Notes to the financial statements *(continued)*

Year ended 31 March 2025

Year ended 31 March 2024

Restricted funds

	At 1 Apr 2023	Income	Expenditure	Transfers	At 31 Mar 2024
	£	£	£	£	£
Allen & Overy	1,041	–	(1,041)	–	–
Awards for all	7,737	–	(4,541)	–	3,196
Essex Community Foundation	3,797	–	(3,797)	–	–
EU Settlement Scheme	(244)	2,445	(2,201)	–	–
Grow Your Own (Stronger Sector)	46,398	13,750	(60,148)	–	–
Help Accessing Legal Support (HALS)	10,025	25,250	(35,275)	–	–
Justice First Fellowship 2022-24	(368)	26,736	(26,368)	–	–
LCN/Barings Foundation Hub Project	10,000	40,400	(28,669)	–	21,731
Tudor Trust Legal Advice Clinic	6,688	33,750	(20,656)	–	19,782
Legal Support for Litigants in Person (LSLiP)	322	–	(322)	–	–
Suffolk Hardship Fund	–	500	(500)	–	–
Talking Discrimination in the East	161	–	(161)	–	–
The Bell Foundation	–	16,142	(7,374)	–	8,768
SCC Violence against Women & Girls	20,000	16,500	(17,909)	–	18,591
IBC Community Grant	–	12,900	(10,692)	–	2,208
SCF Breakthrough Fund	–	5,500	(922)	–	4,578
National Lottery CoL 2023-24 (NL CoL1)	–	34,132	(34,132)	–	–
National Lottery CoL 2023-24 (NL CoL2)	–	34,838	(34,838)	–	–
ATJF ILTA	–	84,100	–	–	84,100
TLEF LTS	–	88,000	(4,452)	–	83,548
500 Suffolk Reasons	–	600	(600)	–	–
Donations	5,073	–	–	(5,073)	–
	<u>110,630</u>	<u>435,543</u>	<u>(294,598)</u>	<u>(5,073)</u>	<u>246,502</u>

Designated funds

AB Charitable Trust	4,253	22,000	(20,605)	–	5,648
Rope Trust Client	–	380	(380)	–	–
Legal Aid - Discrimination	–	18,720	(7,303)	–	11,417
Legal Aid - Housing	–	29,960	(12,580)	–	17,380
Tudor Trust Staff Welfare	–	2,000	(925)	–	1,075
	<u>4,253</u>	<u>73,060</u>	<u>(41,793)</u>	<u>–</u>	<u>35,520</u>

Unrestricted funds

General Fund	<u>153,868</u>	<u>23,446</u>	<u>(71,480)</u>	<u>5,073</u>	<u>110,907</u>
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Suffolk Law Centre

Notes to the financial statements *(continued)*

Year ended 31 March 2025

Restricted fund purposes:

- LCN/Baring (Disability Hub Project): Funding received to develop a HUB approach to support neuro-divergent young people to Join, Stay and Flourish in work.
- The Bell Foundation: Funding to support a partnership project with ISCRE to make our legal advice and casework services more accessible to Roma communities.
- SCC (Violence Against Women & Girls): Funding received to support the work of our Family Legal Advice and Casework team in their work with domestic abuse survivors.
- IBC Community Grant: Funding towards the Legal Triage service to support clients with clustered legal issues to resolve them.
- SCF Breakthrough Fund: Funding received to enable our caseworkers to help clients in poverty facing financial barriers to taking the next steps or benefitting from our advice.
- ATJF Improving Lives Through Advice: Core funding provided by The Access for Justice Foundation in association the National Lottery Community Foundation to support our specialist legal advice and casework to marginalised communities.
- TLEF LTS: Funding to help us to redevelop our Housing Law service and continue to build our Family Law service to be in a position to take up future Legal Aid contracts in both.
- Supporting Social Justice Solicitors Fund: Funding from The Access for Justice Foundation towards the training costs for aspiring social welfare solicitors.

The following restricted projects have been completed in the current year:

- Awards for all: Funding received for our Discrimination Team to support disabled people experiencing discrimination at work.
- Tudor Trust (Enquiries and Legal Advice Clinics): Funding to support us to deal effectively with all enquiries for legal advice and administer the volunteer led Legal Advice Clinics.
- Hardship Spring 2025: Funding from the Suffolk Community Foundation to support clients experiencing food and fuel poverty.

The following restricted projects have been completed in the prior year:

- Allen & Overy: Funding received to support the salary of our Discrimination Solicitor.
- Essex Community Foundation: Funding to support our Housing pro bono outreach work in North Essex.
- EU Settlement Scheme: Funded by the Home Office, a partnership with Norfolk Community Law Service, to fund and continue to provide advice and Level 1 EUSS support to EU/EEA citizens applying for settled status.
- The Legal Education Foundation (TLEF) - (Grow Your Own (Stronger Sector)): Flexible development grant enabling us to build capacity and develop in-house expertise to meet need and address legal advice deserts.
- Access To Justice Foundation (Help Accessing Legal Support (HALS)): Funding towards our work to support people facing clustered legal issues as litigants in person, including those in need of Family legal advice and casework.

Suffolk Law Centre

Notes to the financial statements *(continued)*

Year ended 31 March 2025

- The Legal Education Foundation (TLEF) (Justice First Fellowship 2022-24): Funding to pay for the post of Trainee Solicitor and supervision costs.
- Access to Justice Foundation and the Ministry of Justice (Legal Support for Litigants in Person (LSLiP)): Funding to provide early legal advice and casework support to litigants in person.
- Suffolk Community Foundation (Suffolk Hardship Fund): Funding to support clients experiencing food and fuel poverty.
- National Lottery Community Fund (Tackling Discrimination in the East): Funding to offer legal advice and casework in discrimination, including The 3 C's (Complain + Challenge = Change). A co-production project with community partners Ace Anglia and Autism Anglia to raise awareness of discrimination amongst people with learning disabilities and autism.
- National Lottery CoL 2023-24 (NL CoL1): Funding to support our core costs.
- National Lottery CoL 2023-24 (NL CoL2): Funding to support our core costs.
- 500 Suffolk Reasons: Funding received to support a Family client.
- Donations: Funding received to support the furtherance of the specific purposes set out by the fund provider.

Designated fund purposes:

- AB Charitable Trust: A fund that has been reviewed as unrestricted but designated towards the salary of the Practice Manager to support the ongoing development and running of Suffolk Law Centre.
- Legal Aid - Discrimination: A fund that has been reviewed as unrestricted but designated towards legal aid discrimination casework.
- Legal Aid - Housing: A fund that has been reviewed as unrestricted but designated towards legal aid housing casework.
- Tudor Trust Staff Welfare: A fund that has been reviewed as unrestricted but designated towards supporting staff welfare.

The following designated projects have been completed in the prior year:

- Rope Trust Client: A fund that has been reviewed as unrestricted but designated towards support for a client in need.

Suffolk Law Centre

Notes to the financial statements *(continued)*

Year ended 31 March 2025

14. Analysis of net assets between funds

31 March 2025

	General Funds £	Designated Funds £	Restricted Funds £	Total Funds £
Tangible fixed assets	434	–	303	737
Current assets	61,612	43,708	201,905	679,480
Net Assets	<u>62,046</u>	<u>43,708</u>	<u>202,208</u>	<u>680,217</u>

31 March 2024

	General Funds £	Designated Funds £	Restricted Funds £	Total Funds £
Tangible fixed assets	1,100	–	605	1,705
Current assets	109,807	35,520	245,897	391,224
Net Assets	<u>110,907</u>	<u>35,520</u>	<u>246,502</u>	<u>392,929</u>

15. Analysis of changes in net debt

	At 1 Apr 2024 £	Cash flows £	At 31 Mar 2025 £
Cash at bank and in hand	<u>422,983</u>	<u>(52,689)</u>	<u>370,294</u>

16. Operating lease commitments

The total future minimum lease payments under non-cancellable operating leases are as follows:

	2025 £	2024 £
Not later than 1 year	<u>1,200</u>	<u>1,200</u>

17. Related parties

There were no related party transactions in this or the prior year.

Lovewell Blake LLP
First Floor Suite
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Bury St Edmunds
Suffolk
IP32 7EA

Dear Sirs

Financial statements for the year ended 31 March 2025

The following representations are made on the basis of enquires with those individuals, including management and staff, with relevant knowledge and experience such as we consider necessary in connection with your independent examination of the charity's financial statements for the year ended 31 March 2025. These enquiries have included inspection of supporting documentation where appropriate and are sufficient to satisfy ourselves that we can make each of the following representations. All representations are made to the best of our knowledge and belief.

General

We acknowledge that the work performed by you is substantially less in scope than an audit performed in accordance with International Standards on Auditing (UK) and that you do not express an audit opinion.

We confirm that the charity was entitled to exemption under section 144 of the Charities Act 2011, being that gross income for the year does not exceed £1m or £250,000 if gross assets exceed £3.26m, from the requirement to have its financial statements for the financial year ended 31 March 2024 audited.

We confirm we have declared all income, including legacies, of which we are aware at the year end, whether received during the year or following the year end.

We have fulfilled our responsibilities as trustees, as set out in the terms of our engagement letter dated 18 October 2023 under the Charities Act 2011, for preparing financial statements in accordance with applicable law and United Kingdom Accounting Standards (UK Generally Accepted Accounting Practice), for being satisfied that they give a true and fair view and for making accurate representations to you.

All the transactions undertaken by the charity have been properly reflected and recorded in the accounting records.

All the accounting records have been made available to you for the purpose of your independent examination. We have provided you with unrestricted access to all appropriate persons within the charity, and with all other records and related information requested, including minutes of all management and trustees' meetings and correspondence with The Charity Commission.

The financial statements are free of material misstatements, including omissions.

Internal control and fraud

We acknowledge our responsibility for the design, implementation and maintenance of internal control systems to prevent and detect fraud and error, and we believe that we have appropriately fulfilled these responsibilities. We have disclosed to you the results of our risk assessment that the financial statements may be misstated as a result of fraud.

We have disclosed to you all instances of known or suspected fraud affecting the entity involving those individuals, including management and employees, who have a significant role in internal control or others that have a material effect on the financial statements.

We have also disclosed to you all information in relation to allegations of fraud or suspected fraud affecting the entity's financial statements communicated by current or former employees, analysts, regulators or others.

Assets and liabilities

The charity has satisfactory title to all assets and there are no liens or encumbrances on the charity's assets, except for those that are disclosed in the notes to the financial statements.

All actual liabilities, contingent liabilities and guarantees given to third parties have been recorded or disclosed as appropriate.

We have no plans or intentions that may materially alter the carrying value and, where relevant, the fair value measurements or classification of assets and liabilities reflected in the financial statements.

Accounting estimates

The methods, data and significant assumptions used by us in making accounting estimates, and their related disclosures, are appropriate to achieve recognition, measurement and disclosure that is reasonable in the context of the applicable financial reporting framework.

Bank accounts

We have disclosed to you all bank accounts operated by the charity.

Legal claims

We have disclosed to you all claims in connection with litigation that have been, or are expected to be, received and such matters, as appropriate, have been properly accounted for and disclosed in the financial statements.

Laws and regulations

We have disclosed to you all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing the financial statements.

Related parties

Related party relationships and transactions have been appropriately accounted for and disclosed in the financial statements. We have disclosed to you all relevant information concerning such relationships and transactions and are not aware of any other matters which require disclosure in order to comply with legislative and accounting standards requirements.

Serious incidents

We confirm that no serious incident reports have been submitted to the Charity Commission, nor any events considered for submission, during the year or in the period to the date of signing of the balance sheet.

Subsequent events

All events subsequent to the date of the financial statements which require adjustment or disclosure have been properly accounted for and disclosed.

Going concern

We believe that the charity's financial statements should be prepared on a going concern basis, on the grounds that current and future sources of funding or support will be more than adequate for the charity's needs. We also confirm our plans for future action(s) required to enable the charity to continue as a going concern are feasible. We have considered a period of twelve months from the date of approval of the financial statements. We believe that no further disclosures relating to the charity's ability to continue as a going concern need to be made in the financial statements.

Grants and donations

All grants, donations and other income, the receipt of which is subject to specific terms or conditions, have been notified to you. There have been no breaches of terms or conditions in the application of such income.

Each trustee has taken all steps that they ought to have taken as a trustee in order to make themselves aware of any relevant information and to establish that you are aware of that information.

Yours faithfully

Gareth Thomas

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Signed on behalf of the board of trustees of Suffolk Law Centre

Date: 26/11/2025
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