

COMMUNITY LEGAL CENTRE ESSEX

A charitable incorporated organisation

REPORT OF THE TRUSTEES AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31 MARCH 2022

REGISTERED CHARITY NUMBER : 1180884

Community Legal Centre Essex

A charitable incorporated organisation

Charity number: 1180884

Trustees' Report for the period from 1 April 2021 to 31 March 2022

The trustees submit their annual report and the financial accounts of the charity for the year ending 31 March 2022.

Objectives and Activities

The objects of the charity are:

1. The relief of financial hardship by the provision of free legal advice and assistance to persons who through lack of means would otherwise be unable to access such services; and
2. The advancement of the education of the public by increasing knowledge and understanding of the law.

The charity funds lawyers to provide expert advice and assistance.

The charity has funded free legal advice to members of various Facebook Groups including Dadsnet and has awarded bursaries to individuals contacting the charity direct. The advice has been in the areas of family law, employment and housing.

The trustees have had regard to the guidance issued by the Charity Commission on public benefit. All our charitable activities focus on the provision of legal advice to those who cannot afford high street prices and are undertaken to further our charitable purposes for the public benefit.

Achievements and Performance

During the year to 31 March 2022, the charity has provided bursaries to 8 clients who could not afford high street solicitors' fees, allowing them to obtain free legal advice in the areas of employment and housing from Central Law Group. The charity has also funded the provision of pro bono advice to over 300 individuals and families on a range of legal matters including family law, housing and employment. The advice is provided remotely by telephone, email or Facebook group.

Financial Review

At the end of March 2022, the charity had a surplus for the year of £ 3,274 (2021: surplus of £10,258). Income for the year included a donation from Central Law Group CIC, which

provides reduced fee legal advice to people who can afford some but not all of full price fees charged by high street firms.

The charity's policy is to hold sufficient reserves to cover 3 months expenditure. Reserves at the year end were £4,200 (2021: £926), which will be used to continue the service in 2022-23.

The financial statements

- Have been prepared in accordance with the accounting policies set out in notes to the financial statements;
- Comply with the charity's governing document, the Charities Act 2011, and the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK (the "Charities SORP").

In November 2022, the charity was awarded a grant from the Access to Justice Foundation for the Help Access to Legal Support project which will support litigants in person in courts across Essex.

Structure, Governance and Management

The charity is a Foundation Charitable Incorporated Organisation, governed by its constitution. Its only voting members are its trustees.

Trustees are selected on the basis of their skills and experience. New trustees are appointed for a term of three years by a resolution passed at a properly convened meeting of the trustees.

The charity works closely with Citizens Advice Chelmsford and with Central Law Group CIC.

Reference and Administrative details

The charity's name: Community Legal Centre Essex.

Registered charity number: 1180884.

Charity's principal address: Burgess Well House, Coval Lane, Chelmsford, CM1 1FW.

Bankers: Unity Trust Bank, Nine Brindleyplace, Birmingham, B1 2HB.

Trustees

Trustees serving since April 2021 have been as follows:

	Appointed	Resigned
Mr R C Mynott (Chair)		
Ms E R Eisenberg		
Mr A M John		December 2021
Ms M Uddin		
Mr P R A Wilson		
Mr A Thorpe-Apps	November 2022	

Signed



Date 25 January 2023

COMMUNITY LEGAL CENTRE ESSEX

Independent Examiner's Report to the Trustees of Community Legal Centre Essex

I report to the trustees on my examination of the financial statements of Community Legal Centre Essex ('the charity') for the year ended 31 March 2022 which comprise the Statement of Financial Activities, the Balance Sheet and related notes.

This report is made solely to the charity's trustees, as a body, in accordance with section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for my work, for this report, or for the opinions I have formed.

Responsibilities and basis of report

As the trustees of the charity 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.

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the financial statements. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently I express no opinion as to whether the financial statements present a 'true and fair' view and my report is limited to those specific matters set out in the independent examiner's statement.

Independent examiner's statement

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:

- accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- the financial statements do not accord with those records; or
- 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. 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 financial statements to be reached.

Elaine

Elaine Oddie OBE MA FCA FCCA
NSO Associates LLP
75 Springfield Road
Chelmsford
CM2 6JB

Date: 27 January 2023

COMMUNITY LEGAL CENTRE ESSEX Financial Statements 2021-22

Statement of Financial Activities for year to 31 March 2022

Incoming resources (Note 3)	2022	2021
Income from:	£	£
Donations and legacies	34,000	32,000
Charitable activities	0	4,000
Other trading activities	4,223	1,306
Total	38,223	37,306

Resources expended (Note 4)		
Expenditure on:		
Charitable activities	34,949	27,048
Total	34,949	27,048

Net movement in funds	3,274	10,258
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Total funds brought forward	926	-9,332
Total funds carried forward	4,200	926

Balance Sheet	2022	2021
Current assets	£	£
Debtors (Note 7)	2,260	1,306
Cash at bank and in hand (Note 10)	41,247	18,372
Total current assets	43,507	19,678

Creditors: amounts falling due within one year (Note 8)	-29,307	-8,752
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Net current assets/(liabilities)	14,200	10,926
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Creditors: amounts falling due after one year (Note 10)	-10,000	-10,000
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Total net assets or liabilities	4,200	926
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Funds of the Charity

Unrestricted funds	4,200	926
Total funds	4,200	926

Signed by a trustee on behalf of all the trustees



25 January 2023

1.1 Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

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 FRS102 effective 1 January 2015 - Charities Sorp (FRS 102) and the Companies Act 2006.

The charity meets the definition of a public benefit entity as defined by FRS 102.

1.2 Going concern

The accounts have been prepared on a going concern basis.

The charity continues to seek donations and grants. It funds free legal advice only when funds are available to do so.

Note 2 Accounting Policies

2.1 Income

Recognition of income

These are included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources;
- it is more likely than not that the trustees will receive the resources; and
- the monetary value can be measured with sufficient reliability.

Grants

In the case of performance related grants, income must only be recognised to the extent that the charity has provided the specified goods or services as entitlement to the grant only occurs when the performance related conditions are met (5.16 FRS 102 SORP).

2.2 Expenditure and Liabilities

Liability recognition

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

Governance and support costs

Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

2.3 Assets

Debtors

Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

Note 3 Analysis of income

		2022	2021
	Analysis	£	£
Donations and legacies:	Donations and gifts	34,000	32,000
Charitable activities:	Grants	0	4,000
Other trading activities:		4,223	1,306
TOTAL INCOME	Total	38,223	37,306

Other information:

All income in the prior year was unrestricted.

Note 4 Analysis of Expenditure

Expenditure on charitable activities

	2022	2021
	£	£
Bursaries for supported clients	4,925	70
Lawyers' fees for pro bono legal advice and assistance	15,630	9,782
Legal Case management system and reference material	9,782	11,230
Other office, admin and support costs	4,612	5,966
Total expenditure on charitable activities	34,949	27,048
TOTAL EXPENDITURE	34,949	27,048

Note 5 Details of certain items of expenditure

Fees for examination of the accounts

	2022	2021
	£	£
Independent examiner's fees	600	600

Note 6 Paid Employees

The charity has no paid employees.

Note 7 Debtors and prepayments

Analysis of debtors		2022	2021
		£	£
Other debtors		2,260	1,306
	Total	<u>2,260</u>	<u>1,306</u>

Note 8 Creditors and accruals

Analysis of creditors

		Amounts falling due within one year	
		2022	2021
		£	£
Trade creditors		28,707	8,152
Accruals		600	600
		<u>29,307</u>	<u>8,752</u>

		Amounts falling due after more than one year	
		2022	2021
		£	£
Creditors: Amounts falling due after more than one year: Interest free loan from Saxon Advice Services Ltd		10,000	10,000

Note 9 Cash at bank and in hand

	2022	2021
	£	£
Cash at bank and on hand	<u>41,247</u>	<u>18,372</u>

Note 10**Charity funds****10.1 Details of material funds held and movements during the current reporting period to 31 March 2022**

Community Legal Centre Essex has unrestricted funds for the provision on free legal advice.

	2022	2021
	£	£
Fund balances brought forward	926	-9,332
Income	38,223	37,306
Expenditure	-34,949	-27,048
Fund balance carried forward	4,200	926

Note 11.**Transactions with related parties**

None of the trustees has been paid any remuneration or received any other benefits from an employment with their charity or a related entity in the year to 31 March 2022 or in the previous year to 31 March 2021.

Creditors due in more than one year includes an amount due to the following related party

	2022	2021
	£	£
Saxon Advice Services Limited	10,000	10,000
Transactions with Central Law Group CIC		
Income		
Donations	34,000	32,000
Grant	0	4,000
Other income	4,223	1,306
	38,223	37,306
Expenditure		
Bursaries	4,925	0
Fees for legal advice for pro bono cases	15,630	6,452
	20,555	6,452