

HILLINGDON LAW CENTRE

England & Wales · Charity number 290792

Details

Other names HILLINGDON LEGAL RESOURCE CENTRE

Status Registered

Legal form Charitable company

Company number [01687570](#)

Registered 1985-02-15

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

Contact

Address 12 Harold Avenue
Hayes
UB3 4QW

Phone 02085619400

Email info@hillingdonlawcentre.co.uk

Website www.hillingdonlawcentre.co.uk

Activities

Objects: (I) TO PROVIDE BY EMPLOYING SOLICITORS AND OTHER STAFF FREE LEGAL ADVICE AND ASSISTANCE TO POOR PERSONS RESIDENT OR WORKING IN THE LONDON BOROUGH OF HILLINGDON AND NEIGHBOURHOOD THEREOF. IN FURTHERANCE OF THIS OBJECT AND AS ANCILLARY THERETO THE CENTRE MAY INSTITUTE CONDUCT AND DEFEND ANY PROCEEDINGS BEFORE ANY COURT, COMMISSION, TRIBUNAL OR INQUIRY. (II) TO UNDERTAKE OR CO-OPERATE IN THE EDUCATION OF RESIDENTS OF THE LONDON BOROUGH OF HILLINGDON IN THE LAW AND ITS OPERATION AND OTHER MATTERS.

Activities: To provide legal advice, assistance and representation to poor persons resident or working in London Borough of Hillingdon or living in London Boroughs of Harrow, Hounslow, Ealing, Brent and neighbourhood thereof. Undertake education of residents and research into special problems.

Classification

- **How:** Provides Advocacy/advice/information
- **What:** General Charitable Purposes, Education/training, Economic/community Development/employment
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

- **Area of benefit:** THE LONDON BOROUGH OF HILLINGDON
- Brent
- Ealing
- Harrow
- Hillingdon
- Hounslow

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£304,740	£327,851	-	-
2024-03-31	£303,583	£301,205	-	-
2023-03-31	£373,462	£290,240	-	-
2022-03-31	£210,707	£306,845	-	-
2021-03-31	£341,559	£310,895	-	-

Trustees

Name	Role	Appointed
John Anthony Frost		1985-02-15
Nazim Shah		2022-05-17
ROSHAN GHEI		2011-07-11
Stavriannie Petron		2014-09-16

HILLINGDON LAW CENTRE

England & Wales - Charity number 290792

Accounts

Company registration number: 01687570

Charity registration number: 290792

HILLINGDON LAW CENTRE
(A company limited by guarantee)
Report and Financial Statements

for the year ended 31 March 2025

HILLINGDON LAW CENTRE

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Starline Accountancy Ltd
For and Behalf of Starline Accountancy Ltd
60 Union Street, Wednesbury, England
WS10 7HB
12 December 2025

HILLINGDON LAW CENTRE
Reference and Administrative Details

Trustees	Louie DI COSTANZO John Anthony FROST Roshan GHEI Naser Mohammed ISSA Stavriannie Valentina PETROU Sadia SAMIT Nazim SHAH	Resigned on 09 December 2024
Secretary	Sadia Samit	
Company Registration Number	01687570	
Charity Registration Number	290792	
Registered office	12 HAROLD AVENUE HAYES MIDDX UB3 4QW	
Bankers	Lloyds Bank 3rd Floor North Block St. Marys Court St. Mart at Hill, London EC3R 8NA	
Independent Examiner	Starline Accountancy Ltd	
Office and Correspondence Address	60 Union Street, Wednesbury England WS10 7HB	

HILLINGDON LAW CENTRE
Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2025.

Objectives and activities:

Objects and aims:

The centre provides legal advice and assistance to poor persons resident or working in West London and surrounding areas including London Boroughs of Hillingdon, Harrow, Hounslow, Ealing, Brent and other counties outside London including Slough, High Wycombe and Aylesbury. The Law Centre also undertakes to co-operate in the education of residents in the law and its operation and other matters. The Law Centre can and does charge for services provided where appropriate and dependent on means.

Public benefit:

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Structure, governance and management:

Nature of governing document:

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Hillingdon Law Centre was incorporated on 17th December 1982 as a company limited by guarantee and governed by written Memorandum and Articles of Association.

Recruitment and appointment of trustees:

The trustees are appointed as set out in the Articles of Association.

Organisational structure:

Management Committee meetings at which all trustees are invited take place at least six times per year in accordance with the Articles of Association. Sub Committees of the Management Committee which also include members of staff, meet on a regular basis to maintain the principle activities of the Charity.

Relationships with related parties

The Law Centre is a member of the Law Centres Federation and Advice UK.

The annual report was approved by the trustees of the charity on 12 December 2025 and signed on its behalf by:



NAZIM SHAH

Trustee

12/12/2025

HILLINGDON LAW CENTRE
Statement of Trustees' Responsibilities

The trustees (who are also the directors of Hillingdon Law Center for the purposes of company Law) are responsible for preparing the report and financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (Financial Reporting Standard 102 and applicable law). Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing these financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees of the charity on 12 December 2025 and Signed on its behalf by:



NAZIM SHAH

Trustee

12/12/2025

HILLINGDON LAW CENTRE

Independent Examiner's Report to the Trustees of Hillingdon Law Centre

I report to the charity Trustees on my examination of the accounts of the charity for the year ended 31 March 2025 which are set out on pages 5 to 9.

Respective responsibilities of Trustees and Examiner

As the charity's Trustees of Hillingdon Law Centre (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 Hillingdon Law Centre are not required to be audited under Part 16 of the 2006 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 Charities Act 2011 ('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 Hillingdon Law Centre 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.



Starline Accountancy Ltd
60 Union Street,
Wednesbury
England
WS10 7HB
12 December 2025

HILLINGDON LAW CENTRE

Statement of Financial Activities for the year ended 31 March 2025

(Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Notes	2025 £	2024 £
Donations and legacies	3	1,565	50
Income from investments	4	236	428
Charitable activities	5	216,668	214,937
Sales		86,271	88,168
Raising Funds	7	(327,851)	(301,206)
Net expenditure		<u>(23,111)</u>	<u>2,377</u>
Net Movement in funds		(23,111)	2,377
Reconciliation of funds			
Total funds brought forward		210,273	207,896
Total funds carried forward		<u>187,162</u>	<u>210,273</u>

HILLINGDON LAW CENTRE
Balance sheet as at 31 March 2025

	Notes	2025 £	2024 £
Fixed assets			
Tangible assets	10	165,496	166,549
		165,496	166,549
Current assets			
Stocks		45,654	41,436
Debtors		15,611	28,667
Cash at bank and in hand		19,437	41,779
		80,702	111,882
Creditors: amounts falling due	12	(17,657)	(32,070)
Net Current Assets		63,045	79,812
Total assets less current liabilities		228,541	246,361
Creditors: amounts falling due after more than one year		(41,378)	(36,088)
Net Assets		187,163	210,273
Unrestricted income funds			
Unrestricted funds	13	187,162	210,273
Total funds		187,162	210,273


For the financial year ending 30 April 2024 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The Directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements on pages 5 to 9 were approved by the Trustees, and authorised for issue on 18 February 2025 and signed on their behalf by:



 Nazim SHAH

Chairman of the Trustees

Approved by the Board on 12 December 2025

HILLINGDON LAW CENTRE

Notes to the Financial Statements for the year ended 31 March 2025

1 Charity status

The charity is limited by guarantee, incorporated in England, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £Nil towards the assets of the charity in the event of liquidation.

These financial statements were authorised for issue by the trustees on 15 December 2025.

2 Summary of significant accounting policies

Exemption from preparing a cash flow statement

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

Summary of disclosure exemptions

Hillingdon Law Centre meets the definition of a qualifying entity under FRS 102 and has therefore taken advantage of the disclosure exemptions available to it in respect of its separate financial statements, which are presented alongside the consolidated financial statements. Exemptions have been taken in relation to financial instruments, presentation of a cash flow statement, intra-group transactions and remuneration of key management personnel.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees's meetings and reimbursed expenses.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees's discretion in furtherance of the objectives of the charity.

3 Income from donations and legacies	2025	2024
	£	£
Donations and legacies:		
Donations from individuals	1,565	50
	<u>1,565</u>	<u>50</u>
4 investment income	2025	2024
	£	£
Income from investments	236	428
	<u>236</u>	<u>428</u>
5 Charitable activities	2025	2024
	£	£
Charitable activities - (EMPLOYMENT GRANT)	90,752	88,502
Charitable activities - (IMMIGRATION GRANT)	27,600	50,600
Charitable activities - (LAA Income)	69,316	53,835
Charitable activities - (Unrestricted Grants)	29,000	22,000
	<u>216,668</u>	<u>214,937</u>

6 Expenditure on raising funds	2025	2024
	£	£
Allocated support costs	11,007	14,063
	<u>11,007</u>	<u>14,063</u>

7 Expenditure on charitable activities	2025	2024
	£	£
	332,069	314,157
	<u>332,069</u>	<u>314,157</u>

8 Trustees remuneration and expenses

No Trustees received remuneration during the year 2025 (or 2025)

9 Staff costs	2025	2024
	£	£
Wages and salaries	244,900	247,931
	<u>244,900</u>	<u>247,931</u>

Average number of employees during the year

Number	Number
<u>8</u>	<u>8</u>

10 Tangible fixed assets

	buildings	machinery	and equipment	Total
	<i>At cost</i>	<i>At cost</i>	<i>At cost</i>	
	£	£	£	£
Cost or valuation				
B/fwd	162,852	-	38,923	201,775
Additions	-	-	-	-
Surplus on revaluation	-	-	-	-
Transfers (to)/from investment property	-	-	-	-
Disposals	-	-	-	-
C/fwd	<u>162,852</u>	<u>-</u>	<u>38,923</u>	<u>201,775</u>
Depreciation				
B/fwd	-	-	35,227	35,227
Charge for the year	-	-	1,052	1,052
Surplus on revaluation	-	-	-	-
Transfers (to)/from investment property	-	-	-	-
On disposals	-	-	-	-
C/fwd	<u>-</u>	<u>-</u>	<u>36,279</u>	<u>36,279</u>
Carrying amount				
C/fwd	<u>162,852</u>	<u>-</u>	<u>2,644</u>	<u>165,496</u>
B/fwd	<u>162,852</u>	<u>-</u>	<u>3,696</u>	<u>166,548</u>

Tangible fixed assets previous year

	buildings	machinery	and equipment	Total
	<i>At cost</i>	<i>At cost</i>	<i>At cost</i>	
	£	£	£	£
Cost or valuation				
B/fwd	162,852	-	36,219	199,071
Additions	-	-	2,705	2,705
Revaluation	-	-	-	-
Transfers (to)/from investment property	-	-	-	-
Disposals	-	-	-	-
C/fwd	<u>162,852</u>	<u>-</u>	<u>38,924</u>	<u>201,776</u>

Depreciation

B/fwd	-	-	33,932	33,932
Charge for the year	-	-	1,295	1,295
Revaluation	-	-	-	-
Transfers (to)/from investment property	-	-	-	-
On disposals	-	-	-	-
C/fwd	-	-	35,227	35,227
Carrying amount	162,852	-	3,697	166,549

				and equipment
				<i>At cost</i>
				£
Cost or valuation				
At 1 April 2024				38,923
Additions				-
Revaluation				-
Disposals				-
At 31 March 2025				38,923
Depreciation				
At 1 April 2024				35,227
Charge for the year				1,052
Revaluation				-
On disposals				-
At 31 March 2025				36,279
Carrying amount				
At 31 March 2025				2,644
At 1 April 2024				3,696

11 Cash and cash equivalents		2025	2024
		£	£
		19,437	41,779

12 Creditors: amounts falling due within one year		2025	2024
		£	£
Other taxes and social security costs		17,657	15,505
Other creditors		-	16,565
		17,657	32,070

13 Funds	Balance at 1 April 2024	Incoming resources	Resources expended	Balance at 31 Mar-25
Unrestricted funds				
General	210,273	304,740	327,851	187,162
	Balance at 1 April 2023	Incoming resources	Resources expended	Balance at 31 Mar-24
Unrestricted funds				
General	207,896	303,583	301,206	210,273

14 Analysis of net assets between funds		2025	2024
		£	£
Current assets		80,702	111,882
Current liabilities		(59,035)	(68,158)
Total net assets		21,667	43,724

15 Presentation currency

The financial statements are presented in Sterling.

HILLINGDON LAW CENTRE

Detailed Statement of Financial Activities for the year ended 31 March 2025

	2025	2024
	£	£
Donations and legacies		
Donations	(1,565)	(50)
Charitable activities		
Charitable activities - (EMPLOYMENT GRANT)	(90,752)	(88,502)
Charitable activities - (IMMIGRATION GRANT)	(27,600)	(50,600)
Charitable activities - (LAA Income)	(69,316)	(53,835)
Charitable activities - (Unrestricted Grants)	(29,000)	(22,000)
	(216,668)	(214,937)
Sale		
Sale	(86,271)	(88,168)
	(86,271)	(88,168)
Distribution costs		
Distribution costs - Stock	(4,218)	(12,951)
	(4,218)	(12,951)
Raising funds		
Employee costs:		
Wages and salaries	244,900	247,931
Pensions	5,756	5,817
Employer's NI	23,550	18,440
Volunteer Expenses	6,801	4,774
Staff training and welfare	574	1,771
Travel and subsistence	588	598
	282,169	279,331
Premises costs:		
Rates	293	308
Light and heat	875	3,497
	1,168	3,805
Telephone and internet	10,122	7,363
Postage	178	205
Stationery and printing	732	1,197
Subscriptions	9,652	2,071
Bank charges	167	223
Insurance	8,709	1,896
Equipment hire	1,263	535
Software	4,141	1,571
Repairs and maintenance	1,056	-
Depreciation	1,052	1,295
Sundry expenses	-	712
	37,072	17,068
Legal and professional costs:		
Accountancy fees	10,840	13,840
Other legal and professional	820	113
	11,660	13,953
	332,069	314,157

HILLINGDON LAW CENTRE

England & Wales - Charity number 290792

Accounts

Company registration number: 01687570

Charity Registration number: 290792

HILLINGDON LAW CENTRE

(A company Limited by guarantee)

ANNUAL REPORT AND STATEMENTS OF ACCOUNTS FOR THE PERIOD 01 APRIL 2023 TO 31 MARCH 2024

HILLINGDON LAW CENTRE
Annual report and Statement of accounts for the period ending 31 March 2024

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Starline Accountancy Ltd
For and on behalf of Starline Accountancy
Ltd. 60 Union Street, Wednesbury, England,
WS10 7HB

HILLINGDON LAW CENTRE

Annual report and Statement of accounts for the period ending 31 March 2024 Reference and Administrative Details

Trustees	Louie DI COSTANZO John Anthony FROST Roshan GHEI Naser Mohammed ISSA Stavriannie Valentina PETROU Sadia SAMIT Nazim SHAH Masuma ESMAIL <i>Resigned 09/05/2023</i>
Secretary	Sadia Samit
Company Number	01687570
Charity Number	290792
Registered Office	12 HAROLD AVENUE HAYES MIDDX UB3 4QW
Bankers	Lloyds Bank 3rd Floor North Block St. Marys Court St. Mart at Hill London EC3R 8NA
Independent Examiner	Starline Accountancy Ltd For and on behalf of Starline Accountancy Ltd. 60 Union Street, Wednesbury, England, WS10 7HB

HILLINGDON LAW CENTRE

Annual report and Statement of accounts for the period ending 31 March 2024 Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2024.

Objectives and activities:

Objects and aims:

The centre provides legal advice and assistance to poor persons resident or working in West London and surrounding areas including London Boroughs of Hillingdon, Harrow, Hounslow, Ealing, Brent and other counties outside London including Slough, High Wycombe and Aylesbury. The Law Centre also undertakes to co-operate in the education of residents in the law and its operation and other matters. The Law Centre can and does charge for services provided where appropriate and dependent on means.

Public benefit:

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Structure, governance and management:

Nature of governing document:

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Hillingdon Law Centre was incorporated on 17th December 1982 as a company limited by guarantee and governed by written Memorandum and Articles of Association.

Recruitment and appointment of trustees:

The trustees are appointed as set out in the Articles of Association.

Organisational structure:

Management Committee meetings at which all trustees are invited take place at least six times per year in accordance with the Articles of Association. Sub Committees of the Management Committee which also include members of staff, meet on a regular basis to maintain the principle activities of the Charity.

Relationships with related parties:

The Law Centre is a member of the Law Centres Federation and Advice UK.

The annual report was approved by the trustees of the charity on 29 November 2024 and signed on its behalf by:



NAZIM SHAH

Trustee

29/11/2024

HILLINGDON LAW CENTRE

Annual report and Statement of accounts for the period ending 31 March 2024

Statement of Trustees' Responsibilities

The trustees (who are also the directors of Hillingdon Law Centre for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and

prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees of the charity on 29 November 2024 and signed on its behalf by:



NAZIM SHAH
TRUSTEE
29/11/2024

HILLINGDON LAW CENTRE
Annual report and Statement of accounts for the period ending 31 March 2024

Independent Examiner's Report to the trustees of Hillingdon Law Centre

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2024 which are set out on pages 5 to 17

Respective responsibilities of trustees and examiner:

As the charity's trustees of Hillingdon Law Centre (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 Hillingdon Law Centre are not required to be audited under Part 16 of the 2006 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 Charities Act 2011 ('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 Hillingdon Law Centre 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.



Nejim Uddin Starline Accountancy Ltd for and on behalf of Starline Accountancy Ltd 60 Union street, Wednesbury, England, WS10 7HB

02 December 2024

HILLINGDON LAW CENTRE

**Annual report and Statement of accounts for the period ending 31 March 2024
(Including Income and Expenditure Account and Statement of
Total Recognised Gains and Losses)**

		Unrestricted funds	Restricted funds	Total funds 2024
	Note	£	£	£
Income and Endowments from:				
Donations and legacies	3.00	75,835.16	139,102.00	214,937.16
Investment income	4.00	477.60		477.60
Other income		88,168.35		88,168.35
Total income		164,481.11	139,102.00	303,583.11
Expenditure on:				
Raising funds		12,950.90		12,950.90
Charitable activities	5.00	(162,286.49)	(137,806.90)	(300,093.39)
Governance costs		(14,063.00)		(14,063.00)
Total expenditure		(163,398.59)	(137,806.90)	(301,205.49)
Net expenditure		1,082.52	1,295.10	2,377.62
Transfers between funds		1,295.10	(1,295.10)	
Net movement in funds		2,377.62	0.00	2,377.62
Reconciliation of funds				
Total funds brought forward		207,895.55	2,377.62	207,895.55
Total funds carried forward	11.00	210,273.17	2,377.62	210,273.17
Unrestricted funds Restricted funds Total funds 2023				
		£	£	£
Income and Endowments from:				
Donations and legacies	3.00	157,159.90	137,502.00	294,661.90
Investment income	4.00	79.06		79.06
Other income		78,720.91		78,720.91
Total income		235,959.87	137,502.00	373,461.87
Expenditure on:				
Raising funds		13,920.95		13,920.95
Charitable activities	5.00	(160,958.68)	(139,305.32)	(300,264.00)
Governance costs		(3,897.00)		(3,897.00)
Total expenditure		(150,934.73)	(139,305.32)	(290,240.05)
Net expenditure		85,025.14	(1,803.32)	83,221.82
Transfers between funds		(1,803.32)	1,803.32	
Net movement in funds		83,221.82	0.00	83,221.82
Reconciliation of funds				
Total funds brought forward		124,673.67	83,221.88	124,673.67
Total funds carried forward	11.00	207,895.49	83,221.88	207,895.49

HILLINGDON LAW CENTRE

Annual report and Statement of accounts for the period ending 31 March 2024

(Registration number: 1687570)

Statement of Financial Position

	Note	2024 £	2023 £
Fixed Assets			
Tangible assets	8	166,548	165,138
Current Assets			
Stocks	9	41,436	28,485
Debtors due within one year	9	28,667	35,670
Cash at bank and in hand	9	41,779	34,600
		<u>111,882</u>	<u>98,755</u>
Creditors			
Amount falling due within one year	10	(68,157)	(55,998)
Net Current Assets		<u>43,725</u>	<u>42,757</u>
Total Assets less current liabilities		<u>210,273</u>	<u>207,896</u>
Net Assets		<u><u>210,273</u></u>	<u><u>207,896</u></u>
Funds of Charity			
Restricted funds		12,343	9,753
Unrestricted funds		<u>197,930</u>	<u>198,143</u>
Total funds	11	<u><u>210,273</u></u>	<u><u>207,896</u></u>

For the financial year ending March 31,2024, the charity was allowed to skip an audit under section 477 of the Companies Act 2006 for small companies.

Directors' Responsibilities:

- The members did not require the charity to have an audit of its accounts for the year, as per section 476.
- The directors recognize their responsibilities for following the Act's requirements regarding accounting records and preparing the accounts.

These accounts have been prepared according to the rules for companies under the small companies regime.

The financial statements on pages 7 to 17 were approved by the trustees and authorized for release on November 29,2024, and signed on their behalf by:



Nazim Shah

Trustee

HILLINGDON LAW CENTRE

Annual report and Statement of accounts for the period ending 31 March 2024

Financial Statement Notes

1. Charity status

The charity is limited by guarantee, meaning it does not have share capital. Each trustee is only responsible for contributing a maximum of £Nil towards the charity's assets if it is liquidated.

The registered office address is 12 Harold Avenue, Hayes, Middlesex, UB3 4QW.
The trustees authorized these financial statements for release on November 29, 2024.

2. Employees:

During the year the average number of employees was 8 (2023 - 9)

2. Accounting policies:

Summary of Important Accounting Policies and Key Estimates

The main accounting policies used to prepare these financial statements are listed below.
These policies have been applied consistently to all the years shown, unless stated otherwise.

The accounts are presented in £ sterling.

Statement of Compliance:

The financial statements have been prepared following the guidelines in the Accounting and Reporting by Charities:

Statement of Recommended Practice for charities using the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), effective from January 1, 2015. They also comply with the Companies Act 2006 and the Charities Act 2011.

Basis of preparation:

Hillingdon Law Centre is recognized as a public benefit entity under FRS 102. Assets and liabilities are initially recorded at their historical cost or transaction value, unless stated otherwise in the accounting policy notes.

Going concern:

The trustees believe that there are no significant uncertainties about the charity's ability to continue operating, and there are no major concerns that would affect the value of the charity's assets.

Income and endowments:

All income is recognized when the charity has the right to it, when it is likely that the income will be received, and when the amount can be measured accurately.

Donations and legacies:

Donations are recognized when the charity receives written notice of the amount and the date it will be paid. If a donation has conditions that require the charity to meet certain performance goals before receiving the funds, the income is deferred and not recognized until those conditions are fully met or until the charity can control the fulfillment of those conditions and it is likely they will be met during the reporting period.

Grants receivable:

Grants are recognized when the charity has the right to the funds and has met any conditions attached to the grants. If there are performance conditions that have not yet been met, the income is recorded as a liability and shown on the balance sheet as deferred income until those conditions are fulfilled.

Investment income:

Dividends are recognized when they have been declared and the charity has received notice of the amount due.

HILLINGDON LAW CENTRE

Annual report and Statement of accounts for the period ending 31 March 2024

Financial Statement Notes

Expenditure:

All expenses are recognized when there is a legal or expected obligation to pay, it is likely that payment will be needed, and the amount can be measured accurately. All costs are grouped under the appropriate expense category that includes similar costs. If costs cannot be directly assigned to specific categories, they are allocated based on how resources are used. Central staff costs are allocated based on the time spent, and depreciation charges are allocated based on how much the asset is used. Other support costs are distributed according to staff costs.

Raising funds:

These are costs related to attracting donations, managing investments, and conducting trading activities that generate funds.

Charitable activities:

Charitable expenditure includes the costs the charity incurs to provide activities and services for its beneficiaries. This includes both direct costs related to these activities and indirect costs that are necessary to support them.

Support costs:

Support costs include central functions and are assigned to activity cost categories based on how resources are used. For example, property costs are allocated by floor area or per person, staff costs are based on the time spent, and other costs are allocated according to their usage.

Governance costs:

These costs are related to the charity's compliance with its rules and legal requirements, including expenses for audits, strategic management, trustees' meetings, and reimbursed expenses.

Taxation:

The charity meets the requirements in Paragraph 1 of Schedule 6 of the Finance Act 2010, so it is recognized as a charitable company for UK corporation tax purposes. This means the charity may be exempt from taxes on income or capital gains that fall under the rules in Chapter 3 of Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, as long as that income or gain is used only for charitable purposes.

Tangible fixed assets:

Individual fixed assets that cost £0.00 or more are initially recorded at their purchase price, minus any accumulated depreciation and any impairment losses that occur later.

Depreciation and amortisation

We calculate depreciation on physical assets to spread their cost, minus any estimated leftover value, over their expected useful life in the following way:

Stock

Work in progress is valued at the lower amount between its cost and what we expect to get from selling it, taking into account any outdated or slow-moving items. The expected selling amount is calculated by subtracting the costs needed to finish and sell the item from the selling price. The cost includes all direct expenses as well as a fair share of fixed and variable overhead costs.

Trade debtors

Trade debtors are the amounts customers owe us for goods sold or services provided as part of our normal business. We first record these amounts at the price agreed upon in the sale. After that, we measure them at their adjusted cost, using a method that accounts for interest, minus any amount we expect we won't be able to collect. We set aside a provision for bad debts when we have clear evidence that we might not be able to collect all the money owed to us as originally agreed.

HILLINGDON LAW CENTRE

Annual report and Statement of accounts for the period ending 31 March 2024

Financial Statement Notes

Cash and cash equivalents:

Cash and cash equivalents include the money we have on hand, money in bank accounts that we can access quickly, and other short-term investments that can easily be turned into cash without losing value.

Trade creditors:

Trade creditors are amounts we owe for goods or services we bought from suppliers as part of our normal business. We list these amounts as current liabilities if we cannot delay payment for at least twelve months after the reporting date. If we can delay payment for more than twelve months, we list them as non-current liabilities. We first record trade creditors at the price we agreed to pay, and then we measure them over time using a method that accounts for interest.

Borrowings:

Interest-bearing borrowings are first recorded at their fair value, minus any costs related to the transaction. After that, we keep track of these borrowings at their amortised cost. This means we account for the difference between the amount we received (after costs) and what we need to pay back over the borrowing period in our financial statements. We recognize interest expenses using the effective interest method, and these are included in our interest payable and similar charges. We classify borrowings as current liabilities unless we can delay payment for at least twelve months after the reporting date.

Fund structure:

Unrestricted income funds are general funds that the trustees can use freely to support the charity's goals. Restricted income funds are donations given for specific purposes or areas, and they can only be used for those designated purposes.

Pensions and other post retirement obligations:

The charity runs a defined contribution pension scheme. The contributions we pay into this pension scheme are recorded in our financial statements for the period they apply to.

3. Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total 2024 £	Total 2023 £
Donations and legacies;	50.00	0.00	50.00	0.00
Donations from individuals				
Grants, including capital grants;				
Grants from other charities	75,835.16	139,102.00	214,937.16	294,661.90
	<u>75,885.16</u>	<u>139,102.00</u>	<u>214,987.16</u>	<u>294,661.90</u>

HILLINGDON LAW CENTRE

Annual report and Statement of accounts for the period ending 31 March 2024

Financial Statement Notes

4. Investment income

	Unrestricted funds General £	Total 2024 £	Total 2023 £
Interest receivable and similar income;			
Interest receivable on bank deposits	427.60	427.60	79.06
	<u>427.60</u>	<u>427.60</u>	<u>79.06</u>

5. Expenditure on charitable activities

	Note	Unrestricted funds General £	Restricted funds £	Total 2024 £	Total 2023 £
Allocated support costs	6	162,286.49	137,806.90	300,093.39	300,263.94
Governance costs	6	14,063.00		14,063.00	3,897.00
		<u>176,349.49</u>	<u>137,806.90</u>	<u>314,156.39</u>	<u>304,160.94</u>

6. Analysis of governance and support costs

Governance costs

	Unrestricted funds General £	Total 2024 £	Total 2023 £
Accountancy Fee	13,840.00	13,840.00	3,848.00
Bank Charges	223.00	223.00	49.00
	<u>14,063.00</u>	<u>14,063.00</u>	<u>3,897.00</u>

7. Taxation

The charity is a registered charity and is therefore exempt from taxation

HILLINGDON LAW CENTRE

Annual report and Statement of accounts for the period ending 31 March 2024

Financial Statement Notes

8. Fixed Assets

	Land and buildings	Fixtures and Fittings	Total
Cost or valuation	£	£	£
At 01/04/2023	162,852	36,219.00	199,071.00
Additions At	-	2,705	2,705
31/03/2024	<u>162,852</u>	<u>38,923.88</u>	<u>201,775.88</u>
Depreciation			
At 01/04/2023	-	33,932.32	33,932.32
Charge for the year	-	1,295	1,295
At 31/03/2024	-	<u>35,227.42</u>	<u>35,227.42</u>
Net Book Value			
At 31/03/2024 At	<u>162,852</u>	<u>3,696</u>	<u>166,548</u>
31/03/2023	<u>162,852</u>	<u>2,286</u>	<u>165,138</u>

HILLINGDON LAW CENTRE

Annual report and Statement of accounts for the period ending 31 March 2024

Financial Statement Notes

9. Current Assets:

	2024	2023
	£	£
Trade debtors	28,667	35,670
	<u>28,667</u>	<u>35,670</u>
Stocks	41,436	28,485
Cash at bank and in hand	41,779	34,601
	<u>111,882</u>	<u>98,756</u>

10. Creditors: amount falling due within one year

	2024	2023
	£	£
Trade Creditors	36,088	31,722
Other tax and social security	9,082	12,118
VAT	6,421	2,036
Other Creditors	16,565	8,522
Accruals and deferred income	-	1,600
	<u>68,156</u>	<u>55,998</u>

HILLINGDON LAW CENTRE

Annual report and Statement of accounts for the period ending 31 March 2024 Financial Statement Notes

11. Funds

	Balance at 1 April 2023	Incoming resources	Resources expended	Transfers	Balance at 31 March 2024
	£	£	£	£	£
Unrestricted funds General	(198,142.82)	(164,481.11)	163,398.59	1,295.10	(197,930.24)
Restricted funds	(9,753.00)	(139,102.00)	137,806.90	(1,295.10)	(12,343.20)
Total funds	(207,895.82)	(303,583.11)	301,205.49	0.00	(210,273.44)

	Balance at 1 April 2022	Incoming resources	Resources expended	Transfers	Balance at 31 March 2023
	£	£	£	£	£
Unrestricted funds General	(114,921)	(235,960)	150,935	1,803	(198,143)
Restricted funds	(9,753)	(137,502)	139,305	(1,803)	(9,753)
Total funds	(124,674)	(373,462)	290,240	0	(207,896)

12. Analysis of net assets between funds

	Unrestricted funds		
	General	Restricted funds	Total funds 2024
	£	£	£
Tangible fixed assets	165,138.28	1,409.78	166,548.06
Current assets	111,881.89		111,881.89
Current liabilities	68,156.78		68,156.78
Total net assets	208,863.39	1,409.78	210,273.17

	Unrestricted funds		
	General	Restricted funds	Total funds 2023
	£	£	£
Tangible fixed assets	164,388.00	750.28	165,138.28
Current assets	98,755.48		98,755.48
Current liabilities	55,998.21		55,998.21
Total net assets	207,145.27	750.28	207,895.55

13. Analysis of net funds

	At 1 April 2023	Cash flow	At 31 March 2024
	£	£	£
Cash at bank and in hand	34,600.53	7,178.76	41,779.29
Net debt	34,600.53	7,178.76	41,779.29

	At 1 April 2022	Cash flow	At 31 March 2023
	£	£	£
Cash at bank and in hand	23,727.00	10,873.53	34,600.53
Net debt	23,727.00	10,873.53	34,600.53

HILLINGDON LAW CENTRE

Annual report and Statement of accounts for the period ending 31 March 2024

Financial Statement Notes

	2024	2024	2023
	Unrestricted Funds	Restricted Funds	Total Funds
Generals			
£	£	£	£
Doantions and legacies			
Appeals and donations			
Grants - other agencies	75,835.16		142,487.90
Grants - other agencies		139,102.00	137,502.00
Grants - other agencies			14,672.00
	75,835.16	139,102.00	214,937.16
	75,835.16	139,102.00	294,661.90

	2024	2024	2023
	Unrestricted Funds	Total Funds	Total Funds
Generals			
£	£	£	£
Investment Income			
Interest on cash deposits	427.60	427.60	79.06
	427.60	427.60	79.06
	427.60	427.60	79.06

	2024	2024	2023
	Unrestricted Funds	Total Funds	Total Funds
Generals			
£	£	£	£
other Income			
Fees	88,168.35	88,168.35	78,720.91
	88,168.35	88,168.35	78,720.91
	88,168.35	88,168.35	78,720.91

	2024	2024	2023
	Unrestricted Funds	Total Funds	Total Funds
Generals			
£	£	£	£
Raising Funds			
Opening work in progress	(28,484.95)	(28,484.95)	(14,564.00)
Closing work in progress	41,435.85	41,435.85	28,484.95
	12,950.90	12,950.90	13,920.95
	12,950.90	12,950.90	13,920.95

HILLINGDON LAW CENTRE

Annual report and Statement of accounts for the period ending 31 March 2024

Financial Statement Notes

	2024		2024	2023
	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
	Generals			
	£	£	£	£
Charitable activities				
Wages and salaries	0.00	(18,439.86)	(18,439.86)	(8,107.20)
Wages and salaries	0.00	(5,817.33)	(5,817.33)	(5,227.48)
Wages and salaries	(134,381.37)	(113,549.71)	(247,931.08)	(238,997.16)
Rent	0.00		0.00	(1,800.00)
Equipment Exp	(534.96)		(534.96)	(7,622.95)
Volunteer Exp	(4,773.62)		(4,773.62)	(6,980.00)
Staff trainnig	(1,770.83)		(1,770.83)	(726.59)
Travelling	(597.85)		(597.85)	(419.87)
Water rates	(307.52)		(307.52)	(225.04)
Light, Heat and Power	(3,497.29)		(3,497.29)	(2,677.18)
Insurance	(1,896.00)		(1,896.00)	(7,636.72)
Repair and Renewals	0.00		0.00	0.00
Practising Certificate	0.00		0.00	0.00
Telephone and Fax	(7,363.34)		(7,363.34)	(6,937.44)
Computer software and maintenance cost	(1,570.65)		(1,570.65)	(568.76)
printing postage and stationery	(1,401.69)		(1,401.69)	(2,124.94)
Trade Subscriptions	(2,070.88)		(2,070.88)	(5,434.94)
Sundry Expense	(712.07)		(712.07)	(711.81)
Cleaning	0.00		0.00	(794.60)
Legal and Professional Fees	(113.32)		(113.32)	(1,467.94)
Leasing payments	0.00		0.00	0.00
Depreciation of plant and machinery	0.00	(1,295.10)	(1,295.10)	(1,803.32)
Depreciation of Fixtures and Fittings	0.00		0.00	0.00
Office expenses	0.00		0.00	0.00
Accountancy Fee	(13,840.00)		(13,840.00)	(3,848.00)
Bank charges	(223.00)		(223.00)	(49.00)
	(175,054.39)	(139,102.00)	(314,156.39)	(304,160.94)

HILLINGDON LAW CENTRE

England & Wales - Charity number 290792

Accounts

Company registration number: 1687570

Charity registration number: 290792

Hillingdon Law Centre

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2023

Hillingdon Law Centre

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Hillingdon Law Centre
Reference and Administrative Details

Trustees	LOUIE DI COSTANZO JOHN ANTHONY FROST ROSHAN GHEI Naser Mohammed Issa Stavriannie Valentina Petrou Sadia Samit Nazim Shah
Secretary	Sadia Samit
Principal Office	12 Harold Avenue Hayes Middlesex UB3 4QW
Company Registration Number	1687570
Charity Registration Number	290792
Bankers	Lloyds Bank 3rd Floor North Block St. Marys Court St. Mart at Hill London EC3R 8NA
Independent Examiner	Starline Accountancy Ltd For and on behalf of Starline Accountancy Ltd. 60 Union Street, Wednesbury, England, WS10 7HB

Hillingdon Law Centre

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2023.

Objectives and activities

Objects and aims

The centre provides legal advice and assistance to poor persons resident or working in West London and surrounding areas including London Boroughs of Hillingdon, Harrow, Hounslow, Ealing, Brent and other counties outside London including Slough, High Wycombe and Aylesbury. The Law Centre also undertakes to co-operate in the education of residents in the law and its operation and other matters. The Law Centre can and does charge for services provided where appropriate and dependent on means.

Public benefit

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Structure, governance and management

Nature of governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Hillingdon Law Centre was incorporated on 17th December 1982 as a company limited by guarantee and governed by written Memorandum and Articles of Association.

Recruitment and appointment of trustees

The trustees are appointed as set out in the Articles of Association.

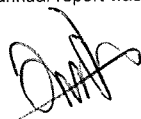
Organisational structure

Management Committee meetings at which all trustees are invited take place at least six times per year in accordance with the Articles of Association. Sub Committees of the Management Committee which also include members of Staff, meet on a regular basis to maintain the principle activities of the Charity.

Relationships with related parties

The Law Centre is a member of the Law Centres Federation and Advice UK.

The annual report was approved by the trustees of the charity on 07 December 2023 and signed on its behalf by:



Nazim Shah
Trustee

Hillingdon Law Centre

Statement of Trustees' Responsibilities

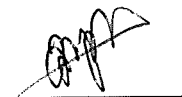
The trustees (who are also the directors of Hillingdon Law Centre for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees of the charity on 07 December 2023 and signed on its behalf by:



Nazim Shah
Trustee

Hillingdon Law Centre

Independent Examiner's Report to the trustees of Hillingdon Law Centre

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2023 which are set out on pages 5 to 15.

Respective responsibilities of trustees and examiner

As the charity's trustees of Hillingdon Law Centre (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 Hillingdon Law Centre are not required to be audited under Part 16 of the 2006 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 Charities Act 2011 (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 Hillingdon Law Centre 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.



Nejim Uddin
Starline Accountancy Ltd
For and on Behalf of Starline
Accountancy Ltd.60 Union
Street, Wednesbury,
England, WS10 7HB

15 December 2023

Hillingdon Law Centre

Statement of Financial Activities for the Year Ended 31 March 2023 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds	Restricted funds	Total funds 2023
Income and Endowments from:				
Donations and legacies	3	157,159.90	137,502.00	294,661.90
Investment income	4	79.06	-	79.06
Other income		78,720.91	-	78,720.91
Total income		<u>235,959.87</u>	<u>137,502.00</u>	<u>373,461.87</u>
Expenditure on:				
Raising funds		13,920.95	-	13,920.95
Charitable activities	5	(160,958.68)	(139,305.32)	(300,264.00)
Governance costs		(3,897.00)	-	(3,897.00)
Total expenditure		<u>(150,934.73)</u>	<u>(139,305.32)</u>	<u>(290,240.05)</u>
Net expenditure		85,025.14	(1,803.32)	83,221.82
Transfers between funds		(1,803.32)	1,803.32	-
Net movement in funds		<u>83,221.82</u>	<u>(0.00)</u>	<u>83,221.82</u>
Reconciliation of funds				
Total funds brought forward		114,921.00	9,753.00	124,674.00
Total funds carried forward	12	<u>198,142.82</u>	<u>9,753.00</u>	<u>207,895.82</u>
Income and Endowments from:				
		Unrestricted funds	Restricted funds	Total funds 2022
Donations and legacies	3	70,520.00	23,150.00	93,670.00
Investment income	4	2.00	-	2.00
Other income		117,035.00	-	117,035.00
Total income		<u>187,557.00</u>	<u>23,150.00</u>	<u>210,707.00</u>
Expenditure on:				
Raising funds		6,168.00	-	6,168.00
Charitable activities	5	(282,167.00)	(25,351.00)	(307,518.00)
Governance costs		(5,495.00)	-	(5,495.00)
Total expenditure		<u>(281,494.00)</u>	<u>(25,351.00)</u>	<u>(306,845.00)</u>
Net expenditure		(93,937.00)	(2,201.00)	(96,138.00)
Transfers between funds		(2,201.00)	2,201.00	-
Net movement in funds		<u>(96,138.00)</u>	<u>-</u>	<u>(96,138.00)</u>
Reconciliation of funds				
Total funds brought forward		211,059.00	9,753.00	220,812.00
Total funds carried forward	12	<u>114,921.00</u>	<u>9,753.00</u>	<u>124,674.00</u>

Hillingdon Law Centre

Statement of Financial Activities for the Year Ended 31 March 2023 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

All of the charity's activities derive from continuing operations during the above two periods.
The funds breakdown for 2022 is shown in note 12.

Hillingdon Law Centre

(Registration number:1687570)
Balance Sheet As at March 31, 2023

	Note	2023 £	2022 £
Fixed assets			
Tangible assets	8	165,139.00	164,388.00
Current assets			
Stocks	9	28,485.00	14,564.00
Debtors	10	35,670.00	50,114.00
Cash at bank and in hand		34,601.00	23,727.00
		98,756.00	88,405.00
Creditors: Amounts falling due within one year	11	(55,999.00)	(128,119.00)
Net current (liabilities)/assets		42,757.00	(39,714.00)
Net assets		207,896.00	124,674.00
Funds of the charity:			
Restricted funds		9,753.00	9,753.00
Unrestricted income funds			
Unrestricted funds		198,143.00	114,921.00
Total funds	12	207,896.00	124,674.00

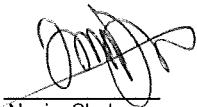
For the financial year ending 31 March 2023 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements on pages 5 to 15 were approved by the trustees, and authorised for issue on 07 December 2023 and signed on their behalf by:



Nazim Shah
Trustee

Hillingdon Law Centre

Notes to the Financial Statements for the Year Ended 31 March 2023

1. Charity status

The charity is limited by guarantee, incorporated in , and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £Nil towards the assets of the charity in the event of liquidation.

The address of its registered office is:

12 Harold Avenue

Hayes

Middlesex UB3 4QW

These financial statements were authorised for issue by the trustees on 07 December 2023.

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below.

These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

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 (FRS 102) (effective 1 January 2015) -(Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

Basis of preparation

Hillingdon Law Centre meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Income and endowments

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

Hillingdon Law Centre

Notes to the Financial Statements for the Year Ended 31 March 2023

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Investment income

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable activities

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.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees's meetings and reimbursed expenses.

Hillingdon Law Centre

Notes to the Financial Statements for the Year Ended 31 March 2023

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £0.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Stock

Work in progress is valued at the lower of cost and net realisable value, after due regard for obsolete and slow moving stocks. Net realisable value is based on selling price less anticipated costs to completion and selling costs. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Hillingdon Law Centre

Notes to the Financial Statements for the Year Ended 31 March 2023

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities:

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Borrowings

Interest-bearing borrowings are initially recorded at fair value, net of transaction costs. Interest-bearing borrowings are subsequently carried at amortised cost, with the difference between the proceeds, net of transaction costs, and the amount due on redemption being recognised as a charge to the Statement of Financial Activities over the period of the relevant borrowing.

Interest expense is recognised on the basis of the effective interest method and is included in interest payable and similar charges.

Borrowings are classified as current liabilities unless the charity has an unconditional right to defer settlement of the liability for at least twelve months after the reporting date.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees's discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Pensions and other post retirement obligations

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

3 Income from donations and legacies

	Unrestricted funds General	Restricted funds	Total 2023	Total 2022
Donations and legacies;		-	-	520.00
Donations from individuals			-	
Grants, including capital grants;				
Grants from other charities	157,159.90	137,502.00	294,661.90	93,670.00
	<hr/>	<hr/>	<hr/>	<hr/>
	157,159.90	137,502.00	294,661.90	94,190.00

Hillingdon Law Centre

Notes to the Financial Statements for the Year Ended 31 March 2023

4 Investment income	Unrestricted funds	Total	Total
	General	2023	2022
	£	£	£
Interest receivable and similar income;			
Interest receivable on bank deposits	79.06	79.06	2.00
	79.06	79.06	2.00

5 Expenditure on charitable activities

	Note	Unrestricted funds	Restricted funds	Total	Total
		General		2023	2022
		£	£	£	£
Allocated support costs	6	160,958.68	139,305.32	300,264.00	307,518.00
Governance costs	6	3,897.00		3,897.00	5,495.00
		164,855.68	139,305.32	304,161.00	313,013.00

6 Analysis of governance and support costs

Governance costs

	Unrestricted funds	Total	Total
	General	2023	2022
	£	£	£
Accountancy Fee	3,848.00	3,848.00	5,407.00
Bank Charges	49.00	49.00	88.00
	3,897.00	3,897.00	5,495.00

7 Taxation

The charity is a registered charity and is therefore exempt from taxation

8 Tangible fixed assets

	Land and buildings	Furniture and equipment	Total
	£	£	£
Cost			
At 1 April 2022	162,852.00	33,665.00	196,517.00
At 31 March 2023	162,852.00	36,219.00	199,071.00
Depreciation			
At 1 April 2022		32,129.00	32,129.00
Charge for the year		1,803.32	1,803.32
At 31 March 2023		33,932.32	33,932.32
Net book value			
At 31 March 2023	162,852.00	2,286.68	165,138.68
At 31 March 2022	162,852.00	1,536.00	164,388.00

9 Stock

	2023	2022
	£	£
Work in progress	28,485.00	14,564.00

10 Debtors

	2023	2022
	£	£
Trade debtors	35,670.00	46,103.00
Prepayments	-	1,599.00
Other debtors	-	2,412.00
	35,670.00	50,114.00

Hillingdon Law Centre

Notes to the Financial Statements for the Year Ended 31 March 2023

11 Creditors: amounts falling due within one year

	2023	2022
	£	£
Trade creditors	-	66,129.00
Payments on account on long term contracts	31,722.00	8,558.00
Other taxation and social security	12,119.00	8,224.00
VAT	2,036.00	12,775.00
Other creditors	8,522.00	27,181.00
Accruals	1,600.00	5,252.00
	55,999.00	128,119.00

12 Funds

	Balance at 1 April 2022	Incoming resources	Resources expended	Transfers	Balance at 31 March 2023
	£	£	£	£	£
Unrestricted funds General	(114,921.00)	(235,960.00)	150,934.68	1,803.32	(198,143.00)
Restricted funds	(9,753.00)	(137,502.00)	139,305.32	(1,803.32)	(9,753.00)
Total funds	(124,674.00)	(373,462.00)	290,240.00	-	(207,896.00)

	Balance at 1 April 2021	Incoming resources	Resources expended	Transfers	Balance at 31 March 2022
	£	£	£	£	£
Unrestricted funds General	(211,059.00)	(187,557.00)	281,494.00	2,201.00	(114,921.00)
Restricted funds	(9,753.00)	(23,150.00)	25,351.00	(2,201.00)	(9,753.00)
Total funds	(220,812.00)	(210,707.00)	306,845.00	-	(124,674.00)

13 Analysis of net assets between funds

	Unrestricted funds		
	General	Restricted funds	Total funds 2023
	£	£	£
Tangible fixed assets	163,603.00	1,536.00	165,139.00
Current assets	98,755.00		98,755.00
Current liabilities	55,998.00		55,998.00
Total net assets	206,360.00	1,536.00	207,896.00

	Unrestricted funds		
	General	Restricted funds	Total funds 2022
	£	£	£
Tangible fixed assets	163,006.00	1,382.00	164,388.00
Current assets	88,405.00		88,405.00
Current liabilities	128,119.00		128,119.00
Total net assets	123,292.00	1,382.00	124,674.00

Hillingdon Law Centre

Notes to the Financial Statements for the Year Ended 31 March 2023

14 Analysis of net funds

	At 1 April 2022	Cash flow	At 31 March 2023
	£	£	£
Cash at bank and in hand	23,727.00	(10,874.00)	34,601.00
Net debt	23,727.00	(10,874.00)	34,601.00
	At 1 April 2021	Cash flow	At 31 March 2022
	£	£	£
Cash at bank and in hand	120,195.00	(96,468.00)	23,727.00
Net debt	120,195.00	(96,468.00)	23,727.00

Hillingdon Law Centre

Detailed Statement of Financial Activities for the Year Ended 31 March 2023

	2023		2023	
	Unrestricted funds	Restricted funds	Total funds	Total 2022
	General			
	£	£	£	£
Income and Endowments from:				
Donations and legacies(analysed below)	157,159.90	137,502.00	294,661.90	93,670.00
Investment income(analysed below)	79.00	-	79.00	2.00
Other income(analysed below)	78,720.91	-	78,720.91	117,035.00
Total income	235,959.81	137,502.00	373,461.81	210,707.00
Expenditure on:				
Raising funds(analysed below)	13,921.00	-	13,921.00	6,168.00
Charitable activities(analysed below)	(164,855.68)	(139,305.32)	(304,161.00)	(313,013.00)
Total expenditure	(150,934.68)	(139,305.32)	(290,240.00)	(306,845.00)
Net (expenditure)/income	85,025.13	(1,803.32)	83,221.81	(96,138.00)
Transfers between funds(analysed below)	(1,803.32)	1,803.32	-	
Net movement in funds	83,221.81	(0.00)	83,221.81	(96,138.00)
Reconciliation of funds				
Total funds brought forward	114,921.00	9,753.00	124,674.00	220,812.00
Total funds carried forward	198,142.81	9,753.00	207,895.81	124,674.00

Hillingdon Law Centre

Detailed Statement of Financial Activities for the Year Ended 31 March 2023

	2023		2023	
	Unrestricted funds	Restricted funds	Total funds	Total 2022
	General			
	£	£	£	£
Donations and legacies				
Appeals and donations	-	-	-	520.00
Grants - other agencies	142,487.90	-	142,487.90	23,000.00
Grants - other agencies	-	137,502.00	137,502.00	150.00
Grants - other agencies	14,672.00	-	14,672.00	70,000.00
	157,159.90	137,502.00	294,661.90	93,670.00

	2023		2023	
	Unrestricted funds			Total 2022
	General			
	£	£	£	£
Investment income				
Interest on cash deposits		79.00	79.00	2.00
		79.00	79.00	2.00

	2023		2023	
	Unrestricted funds			Total 2022
	General			
	£	£	£	£
Other Income				
Fees		78,721.00	78,721.00	117,035.00
		78,721.00	78,721.00	117,035.00

	2023		2023	
	Unrestricted funds			Total 2022
	General			
	£	£	£	£
Raising Funds				
Opening Work in progress		(14,564.00)	(14,564.00)	(8,396.00)
Closing Work in progress		28,485.00	28,485.00	14,564.00
		13,921.00	13,921.00	6,168.00

Hillingdon Law Centre

Detailed Statement of Financial Activities for the Year Ended 31 March 2023

	2023		2023	Total 2022
	Unrestricted funds	Restricted funds	Total funds	
	General £	£	£	
Charitable activities				
Wages and salaries	-	(8,107.00)	(8,107.00)	(23,000.00)
Wages and salaries	-	(5,227.00)	(5,227.00)	(150.00)
Wages and salaries	(114,829.00)	(124,168.00)	(238,997.00)	(236,185.00)
Rent	(1,800.00)		(1,800.00)	-
Equipment Exp	(7622.95)		(7622.95)	-
Volunteer Exp	(6,980.00)		(6,980.00)	-
Staff training	(726.59)		(726.59)	(221.00)
Travelling	(419.87)		(419.87)	(7,208.00)
Water rates	(225.04)		(225.04)	(355.00)
Light, heat and power	(2,677.18)		(2,677.18)	(3,103.00)
Insurance	(7,636.72)		(7,636.72)	(826.00)
Repairs and renewals			-	(520.00)
Practising certificate			-	(1,290.00)
Telephone and fax	(6438.27)		(6438.27)	(8,181.00)
Computer software and maintenance costs	(568.76)		(568.76)	(1,033.00)
Printing, postage and stationery	(2,124.94)		(2,124.94)	(1,922.00)
Trade subscriptions	(5,434.94)		(5,434.94)	(4,099.00)
Sundry expenses	(711.81)		(711.81)	(353.00)
Cleaning	(794.60)		(794.60)	(1,220.00)
Legal and professional fees	(1,467.94)		(1,467.94)	(6,910.00)
Leasing payments			-	(8,717.00)
Depreciation of plant and machinery		(1,803.32)	(1,803.32)	(2,201.00)
Depreciation of fixtures and fittings			-	(24.00)
Office expenses			-	
Accountancy fees	(3,848.00)		(3,848.00)	(5,407.00)
Bank charges	(49.00)		(49.00)	(88.00)
	(164,855.61)	(139,305.32)	(304,160.94)	(313,013.00)

HILLINGDON LAW CENTRE

England & Wales - Charity number 290792

Accounts

Company registration number: 1687570

Charity registration number: 290792

Hillingdon Law Centre

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2022

MG Group (Professional Services) Ltd
For and on behalf of MG Group Professional Services Ltd.
166 College Road
Harrow
Middlesex
HA1 1BH

Hillingdon Law Centre

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Hillingdon Law Centre

Reference and Administrative Details

Trustees	Roshan Ghei Stavriannie Petrou Masuma Esmail John Frost Nasser Issa Sumen Starr Nazim Shah
Secretary	John Frost Sumen Starr
Principal Office	12 Harold Avenue Hayes Middlesex UB3 4QW
Company Registration Number	1687570
Charity Registration Number	290792
Bankers	Lloyds Bank 3rd Floor North Block St. Mary's Court St. Mart at Hill London EC3R 8NA
Independent Examiner	MG Group (Professional Services) Ltd For and on behalf of MG Group Professional Services Ltd. 166 College Road Harrow Middlesex HA1 1BH

Hillingdon Law Centre

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2022.

Objectives and activities

Objects and aims

The centre provides legal advice and assistance to poor persons resident or working in West London and surrounding areas including London Boroughs of Hillingdon, Harrow, Hounslow, Ealing, Brent and other counties outside London including Slough, High Wycombe and Aylesbury. The Law Centre also undertakes to co-operate in the education of residents in the law and its operation and other matters. The Law Centre can and does charge for services provided where appropriate and dependent on means.

Public benefit

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Structure, governance and management

Nature of governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Hillingdon Law Centre was incorporated on 17th December 1982 as a company limited by guarantee and governed by written Memorandum and Articles of Association.

Recruitment and appointment of trustees

The trustees are appointed as set out in the Articles of Association.

Organisational structure

Management Committee meetings at which all trustees are invited take place at least six times per year in accordance with the Articles of Association. Sub Committees of the Management Committee which also include members of staff, meet on a regular basis to maintain the principle activities of the Charity.

Relationships with related parties

The Law Centre is a member of the Law Centres Federation and Advice UK.

The annual report was approved by the trustees of the charity on 20 February 2023 and signed on its behalf by:



.....
John Frost
Company Secretary and Trustee

Hillingdon Law Centre

Statement of Trustees' Responsibilities

The trustees (who are also the directors of Hillingdon Law Centre for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees of the charity on 20 February 2023 and signed on its behalf by:



.....
John Frost
Company Secretary and Trustee

Hillingdon Law Centre

Independent Examiner's Report to the trustees of Hillingdon Law Centre

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2022 which are set out on pages 5 to 15.

Respective responsibilities of trustees and examiner

As the charity's trustees of Hillingdon Law Centre (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 Hillingdon Law Centre are not required to be audited under Part 16 of the 2006 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 Charities Act 2011 ('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 Hillingdon Law Centre 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.

G A Fernandes

.....
Gavin Fernandes, FCA, CTA
For and on behalf of MG Group Professional Services Ltd.

166 College Road
Harrow
Middlesex
HA1 1BH

20 February 2023

Hillingdon Law Centre

Statement of Financial Activities for the Year Ended 31 March 2022 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2022 £
Income and Endowments from:				
Donations and legacies	3	70,520	23,150	93,670
Investment income	4	2	-	2
Other income		117,035	-	117,035
Total income		<u>187,557</u>	<u>23,150</u>	<u>210,707</u>
Expenditure on:				
Raising funds		6,168	-	6,168
Charitable activities	5	(282,167)	(25,351)	(307,518)
Governance costs		(5,495)	-	(5,495)
Total expenditure		<u>(281,494)</u>	<u>(25,351)</u>	<u>(306,845)</u>
Net expenditure		(93,937)	(2,201)	(96,138)
Transfers between funds		(2,201)	2,201	-
Net movement in funds		(96,138)	-	(96,138)
Reconciliation of funds				
Total funds brought forward		211,059	9,753	220,812
Total funds carried forward	12	114,921	9,753	124,674
	Note	Unrestricted funds £	Restricted funds £	Total 2021 £
Income and Endowments from:				
Donations and legacies	3	32,899	242,853	275,752
Investment income	4	7	-	7
Other income		65,800	-	65,800
Total income		<u>98,706</u>	<u>242,853</u>	<u>341,559</u>
Expenditure on:				
Charitable activities	5	(50,603)	(239,977)	(290,580)
Governance costs		(14,259)	(5,825)	(20,084)
Total expenditure		<u>(64,862)</u>	<u>(245,802)</u>	<u>(310,664)</u>
Net income/(expenditure)		33,844	(2,949)	30,895
Transfers between funds		(2,734)	2,734	-
Net movement in funds		31,110	(215)	30,895
Reconciliation of funds				
Total funds brought forward		179,948	9,968	189,916
Total funds carried forward	12	211,058	9,753	220,811

Hillingdon Law Centre

Statement of Financial Activities for the Year Ended 31 March 2022 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

All of the charity's activities derive from continuing operations during the above two periods.
The funds breakdown for 2021 is shown in note 12.

Hillingdon Law Centre
(Registration number: 1687570)
Balance Sheet as at 31 March 2022

	Note	2022 £	2021 £
Fixed assets			
Tangible assets	8	164,388	166,613
Current assets			
Stocks	9	14,564	8,396
Debtors	10	50,114	22,633
Cash at bank and in hand		<u>23,727</u>	<u>120,195</u>
		88,405	151,224
Creditors: Amounts falling due within one year	11	<u>(128,119)</u>	<u>(97,026)</u>
Net current (liabilities)/assets		<u>(39,714)</u>	<u>54,198</u>
Net assets		<u>124,674</u>	<u>220,811</u>
Funds of the charity:			
Restricted funds		9,753	9,753
Unrestricted income funds			
Unrestricted funds		<u>114,921</u>	<u>211,058</u>
Total funds	12	<u>124,674</u>	<u>220,811</u>

For the financial year ending 31 March 2022 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements on pages 5 to 15 were approved by the trustees, and authorised for issue on 20 February 2023 and signed on their behalf by:



.....
 John Frost
 Company Secretary and Trustee

Hillingdon Law Centre

Notes to the Financial Statements for the Year Ended 31 March 2022

1 Charity status

The charity is limited by guarantee, incorporated in , and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £Nil towards the assets of the charity in the event of liquidation.

The address of its registered office is:

12 Harold Avenue

Hayes

Middlesex

UB3 4QW

These financial statements were authorised for issue by the trustees on 20 February 2023.

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

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 (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

Basis of preparation

Hillingdon Law Centre meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Income and endowments

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

Hillingdon Law Centre

Notes to the Financial Statements for the Year Ended 31 March 2022

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Investment income

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable activities

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.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees's meetings and reimbursed expenses.

Hillingdon Law Centre

Notes to the Financial Statements for the Year Ended 31 March 2022

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £0.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Stock

Work in progress is valued at the lower of cost and net realisable value, after due regard for obsolete and slow moving stocks. Net realisable value is based on selling price less anticipated costs to completion and selling costs. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Hillingdon Law Centre

Notes to the Financial Statements for the Year Ended 31 March 2022

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Borrowings

Interest-bearing borrowings are initially recorded at fair value, net of transaction costs. Interest-bearing borrowings are subsequently carried at amortised cost, with the difference between the proceeds, net of transaction costs, and the amount due on redemption being recognised as a charge to the Statement of Financial Activities over the period of the relevant borrowing.

Interest expense is recognised on the basis of the effective interest method and is included in interest payable and similar charges.

Borrowings are classified as current liabilities unless the charity has an unconditional right to defer settlement of the liability for at least twelve months after the reporting date.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees's discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Pensions and other post retirement obligations

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

3 Income from donations and legacies

	Unrestricted funds		Total 2022	Total 2021
	General £	Restricted funds £	£	£
Donations and legacies;				
Donations from individuals	520	-	520	43
Grants, including capital grants;				
Grants from other charities	70,000	23,150	93,150	275,709
	<u>70,520</u>	<u>23,150</u>	<u>93,670</u>	<u>275,752</u>

Hillingdon Law Centre

Notes to the Financial Statements for the Year Ended 31 March 2022

4 Investment income

	Unrestricted funds	Total 2022	Total 2021
	General £	£	£
Interest receivable and similar income;			
Interest receivable on bank deposits	2	2	7
	2	2	7

5 Expenditure on charitable activities

		Unrestricted funds	Restricted funds	Total 2022	Total 2021
	Note	General £	£	£	£
Allocated support costs	6	282,167	25,351	307,518	290,580
Governance costs	6	5,495	-	5,495	20,084
		287,662	25,351	313,013	310,664

6 Analysis of governance and support costs

Governance costs

	Unrestricted funds	Total 2022	Total 2021
	General £	£	£
Allocated support costs	5,495	5,495	20,084
	5,495	5,495	20,084

Hillingdon Law Centre

Notes to the Financial Statements for the Year Ended 31 March 2022

7 Taxation

The charity is a registered charity and is therefore exempt from taxation.

8 Tangible fixed assets

	Land and buildings £	Furniture and equipment £	Total £
Cost			
At 1 April 2021	<u>162,852</u>	<u>33,665</u>	<u>196,517</u>
At 31 March 2022	<u>162,852</u>	<u>33,665</u>	<u>196,517</u>
Depreciation			
At 1 April 2021	-	29,904	29,904
Charge for the year	<u>-</u>	<u>2,225</u>	<u>2,225</u>
At 31 March 2022	<u>-</u>	<u>32,129</u>	<u>32,129</u>
Net book value			
At 31 March 2022	<u>162,852</u>	<u>1,536</u>	<u>164,388</u>
At 31 March 2021	<u>162,852</u>	<u>3,761</u>	<u>166,613</u>

9 Stock

	2022 £	2021 £
Work in progress	<u>14,564</u>	<u>8,396</u>

10 Debtors

	2022 £	2021 £
Trade debtors	46,103	17,801
Prepayments	1,599	1,312
Other debtors	<u>2,412</u>	<u>3,520</u>
	<u>50,114</u>	<u>22,633</u>

11 Creditors: amounts falling due within one year

Hillingdon Law Centre

Notes to the Financial Statements for the Year Ended 31 March 2022

	2022	2021
	£	£
Trade creditors	66,129	20,624
Payments on account on long term contracts	8,558	-
Other taxation and social security	8,224	12,710
VAT	12,775	17,215
Other creditors	27,181	35,698
Accruals	5,252	10,779
	<u>128,119</u>	<u>97,026</u>

12 Funds

	Balance at 1 April 2021 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2022 £
Unrestricted funds					
General	(211,059)	(187,557)	281,494	2,201	(114,921)
Restricted funds	<u>(9,753)</u>	<u>(23,150)</u>	<u>25,351</u>	<u>(2,201)</u>	<u>(9,753)</u>
Total funds	<u>(220,812)</u>	<u>(210,707)</u>	<u>306,845</u>	<u>-</u>	<u>(124,674)</u>
	Balance at 1 April 2020 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2021 £
Unrestricted funds					
General	(179,948)	(98,706)	64,862	2,734	(211,058)
Restricted funds	<u>(9,968)</u>	<u>(242,853)</u>	<u>245,802</u>	<u>(2,734)</u>	<u>(9,753)</u>
Total funds	<u>(189,916)</u>	<u>(341,559)</u>	<u>310,664</u>	<u>-</u>	<u>(220,811)</u>

13 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total funds
	General £	£	£
Tangible fixed assets	163,006	1,382	164,388
Current assets	88,405	-	88,405
Current liabilities	<u>(128,119)</u>	<u>-</u>	<u>(128,119)</u>
Total net assets	<u>123,292</u>	<u>1,382</u>	<u>124,674</u>

Hillingdon Law Centre

Notes to the Financial Statements for the Year Ended 31 March 2022

	Unrestricted funds	Restricted funds	Total funds
	General £	£	£
Tangible fixed assets	163,881	2,732	166,613
Current assets	144,204	7,020	151,224
Current liabilities	(97,026)	-	(97,026)
Total net assets	211,059	9,752	220,811

14 Analysis of net funds

	At 1 April 2021 £	Cash flow £	At 31 March 2022 £
Cash at bank and in hand	120,195	(96,468)	23,727
Net debt	120,195	(96,468)	23,727
	At 1 April 2020 £	Cash flow £	At 31 March 2021 £
Cash at bank and in hand	-	120,195	120,195
Net debt	-	120,195	120,195

Hillingdon Law Centre

Detailed Statement of Financial Activities for the Year Ended 31 March 2022

	2022		2022	
	Unrestricted funds	Restricted funds	Total	Total 2021
	General £	£	£	£
Income and Endowments from:				
Donations and legacies (analysed below)	70,520	23,150	93,670	275,752
Investment income (analysed below)	2	-	2	7
Other income (analysed below)	117,035	-	117,035	65,800
Total income	<u>187,557</u>	<u>23,150</u>	<u>210,707</u>	<u>341,559</u>
Expenditure on:				
Raising funds (analysed below)	6,168	-	6,168	-
Charitable activities (analysed below)	(287,662)	(25,351)	(313,013)	(310,664)
Total expenditure	<u>(281,494)</u>	<u>(25,351)</u>	<u>(306,845)</u>	<u>(310,664)</u>
Net (expenditure)/income	(93,937)	(2,201)	(96,138)	30,895
Transfers between funds (analysed below)	(2,201)	2,201	-	-
Net movement in funds	(96,138)	-	(96,138)	30,895
Reconciliation of funds				
Total funds brought forward	211,059	9,753	220,812	189,916
Total funds carried forward	<u>114,921</u>	<u>9,753</u>	<u>124,674</u>	<u>220,811</u>

Hillingdon Law Centre

Detailed Statement of Financial Activities for the Year Ended 31 March 2022

	2022		2022	
	Unrestricted funds		Total	Total 2021
	General £	Restricted funds £	£	£
<i>Donations and legacies</i>				
Appeals and donations	520	-	520	43
Grants - other agencies	-	-	-	6,613
Grants - other agencies	-	23,000	23,000	54,000
Grants - other agencies	-	150	150	46,600
Grants - other agencies	-	-	-	71,340
Grants - other agencies	-	-	-	64,300
Grants - other agencies	70,000	-	70,000	32,856
	<u>70,520</u>	<u>23,150</u>	<u>93,670</u>	<u>275,752</u>
	<u>70,520</u>	<u>23,150</u>	<u>93,670</u>	<u>275,752</u>
	2022		2022	
	Unrestricted funds			Total
	General £		Total £	2021 £
<i>Investment income</i>				
Interest on cash deposits	2		2	7
	<u>2</u>		<u>2</u>	<u>7</u>
	<u>2</u>		<u>2</u>	<u>7</u>
	2022		2022	
	Unrestricted funds			Total
	General £		Total £	2021 £
<i>Other income</i>				
Fees	117,035		117,035	65,800
	<u>117,035</u>		<u>117,035</u>	<u>65,800</u>
	<u>117,035</u>		<u>117,035</u>	<u>65,800</u>

Hillingdon Law Centre

Detailed Statement of Financial Activities for the Year Ended 31 March 2022

	2022	2022	
	Unrestricted funds		Total 2021
	General £	Total £	£
Raising funds			
Opening work in progress	(8,396)	(8,396)	-
Closing work in progress	14,564	14,564	-
	6,168	6,168	-

	2022		2022	
	Unrestricted funds			Total 2021
	General £	Restricted funds £	Total £	£
Charitable activities				
Wages and salaries	-	-	-	(6,613)
Wages and salaries	-	(23,000)	(23,000)	(48,175)
Wages and salaries	-	(150)	(150)	(46,600)
Wages and salaries	-	-	-	(71,340)
Wages and salaries	-	-	-	(40,979)
Wages and salaries	(236,185)	-	(236,185)	-
Staff NIC (Employers)	-	-	-	(15,371)
Staff pensions (Other) - pension scheme 1	-	-	-	(4,430)
Staff training	(221)	-	(221)	(857)
Travelling	(7,208)	-	(7,208)	(8,047)
Water rates	(355)	-	(355)	(80)
Light, heat and power	(3,103)	-	(3,103)	(3,167)
Insurance	(826)	-	(826)	(2,314)
Repairs and renewals	-	-	-	(5,900)
Repairs and renewals	(520)	-	(520)	(366)
Practising certificate	(1,290)	-	(1,290)	(1,290)
Telephone and fax	(8,181)	-	(8,181)	(7,942)
Computer software and maintenance costs	(1,033)	-	(1,033)	-
Printing, postage and stationery	(1,922)	-	(1,922)	(2,177)
Trade subscriptions	(4,099)	-	(4,099)	(8,797)
Sundry expenses	(353)	-	(353)	(605)

Hillingdon Law Centre

Detailed Statement of Financial Activities for the Year Ended 31 March 2022

	2022		2022	
	Unrestricted funds		Total £	Total 2021 £
	General £	Restricted funds £		
Cleaning	(1,220)	-	(1,220)	-
Legal and professional fees	(6,910)	-	(6,910)	(4,630)
Leasing payments	(8,717)	-	(8,717)	(9,120)
Depreciation of plant and machinery	-	(2,201)	(2,201)	(569)
Depreciation of plant and machinery	-	-	-	(1,184)
Depreciation of fixtures and fittings	(24)	-	(24)	(27)
Wages and salaries	-	-	-	(5,825)
Office expenses	-	-	-	(1,028)
Accountancy fees	(5,407)	-	(5,407)	(10,133)
Audit-related assurance services	-	-	-	(3,000)
Bank charges	(88)	-	(88)	(98)
	(287,662)	(25,351)	(313,013)	(310,664)

HILLINGDON LAW CENTRE

England & Wales - Charity number 290792

Accounts

REGISTERED COMPANY NUMBER: 1687570 (England and Wales)
REGISTERED CHARITY NUMBER: 290792

**REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2021
FOR
HILLINGDON LAW CENTRE**

MG Audit Services Limited
Chartered Accountants &
Registered Auditors
166 College Road
Harrow
Middlesex
HA1 1BH

HILLINGDON LAW CENTRE

**CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2021**

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Report of the Independent Auditors	4 to 5
Statement of Financial Activities	6
Balance Sheet	7
Notes to the Financial Statements	8 to 14
Detailed Statement of Financial Activities	15 to 16

HILLINGDON LAW CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2021

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31st March 2021. The trustees have adopted the provisions of 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 1 January 2019).

OBJECTIVES AND ACTIVITIES

Principal activity and objective

The Centre provides legal advice and assistance to poor persons resident or working in West London and surrounding areas including London Boroughs of Hillingdon, Harrow, Hounslow, Ealing, Brent and other counties outside London including Slough, High Wycombe and Aylesbury. The Law Centre also undertakes to co-operate in the education of residents in the law and its operation and other matters. The Law Centre can and does charge for services provided where appropriate and dependent on means.

Public benefit

The trustees have complied with their duty according to Section 17(5) of the Charities Act 2011.

ACHIEVEMENT AND PERFORMANCE

Review of the year's activities

This year has been extremely difficult mainly because of the Covid pandemic. It has meant that the Law Centre has had to close in the main, for face to face appointments for clients and conduct interviews and obtain instructions over the telephone. It has also meant that Courts have conducted cases remotely which has been difficult at times.

As for Trustees meetings, there were only two meetings during the year which were conducted remotely. The Centre was in a good financial position with both grants and fees increasing during the year. The Centre had received grants which enabled the office to be refurbished and decorated and basically improve the building. It had however been indicated that further grants for general or even specific purposes, in the coming year would be difficult to obtain.

The Trustees thanks go to those bodies that provided grants for particular parts of the provision of services. Thanks go to Hillingdon Community Trust, Trust for London, Barrow Cadbury Trust, The National Lottery Community Fund and The Law centres Federation. Without these grants although restricted for particular purposes, The Law Centre could not have functioned.

Generally this year the number of clients seeking advice and representation has increased dramatically. This has been due in part to the consequences of the Covid 19 pandemic, particularly because of the loss of income, due to the furlough scheme. The staff have coped extremely well and have to be commended for their diligence and support during this particular time. Staff numbers have had to increase due to the demand and this has been achieved over the year.

Serious incidents

The trustees can confirm that, in line with the Charities Commission requirements, no serious incidents within the organisation were reported to them during the year.

FINANCIAL REVIEW

Reserves policy

The unrestricted reserves are sufficient to meet three months ongoing expenditure based on the assumption that no further income is received, as at 31st March 2021.

In respect of the finance of the Law Centre, the Management Committee would report that the income of the Law Centre in respect of unrestricted funds was £98,707 compared to £150,187 in 2020. The income in respect of restricted funds was £242,852 compared to £113,500 in 2020.

The Statement of Financial Activities on page 7 shows that the total funds expended on the furtherance of the charity's objectives increased to £290,580 when compared to £227,880 in 2020. The governance costs of the charity increased slightly to £20,084 compared to £8,187 in 2020.

Overall, in respect of all funds there was a net surplus in funds of £30895, as compared to a net surplus of £27,620 in 2020.

HILLINGDON LAW CENTRE

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2021**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Hillingdon Law Centre was incorporated on 17th December 1982 as a company limited by guarantee and governed by written Memorandum and Articles of Association.

Recruitment and appointment of new trustees

The trustees are appointed as set out in the Articles of Association.

Organisational structure

Management Committee meetings at which all trustees are invited take place at least six times per year in accordance with the Articles of Association. Sub Committees of the Management Committee which also include members of staff, meet on a regular basis to maintain the principle activities of the Charity.

Induction and training of new trustees

Each trustee has access to and is entitled to a copy of the Memorandum and Articles of Association. Roles and responsibilities are in writing in the office manual together with the procedure for requesting and accessing training as a trustee.

Related parties

The Law Centre is a member of the Law Centres Federation and Advice UK.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

1687570 (England and Wales)

Registered Charity number

290792

Registered office

12 Harold Avenue
Hayes
Middlesex
UB3 4QW

Trustees

J Frost
A Cahill
M Esmail
S Garelick
R Ghei
S Petrou
N Karbani
N Shah

Company Secretary

J Frost

Auditors

MG Audit Services Limited
Chartered Accountants &
Registered Auditors
166 College Road
Harrow
Middlesex
HA1 1BH

HILLINGDON LAW CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2021

REFERENCE AND ADMINISTRATIVE DETAILS

Bankers

Lloyds Bank Plc
3rd Floor
North Block
St. Mary's Court
St. Mart at Hill
London EC3R 8NA

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of Hillingdon Law Centre for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

AUDITORS

The auditors, MG Audit Services Limited, will be proposed for re-appointment at the forthcoming Annual General Meeting.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 19th May 2022 and signed on its behalf by:



.....
J. Frost - Trustee

**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF
HILLINGDON LAW CENTRE**

Report of the independent auditors to the trustees of Hillingdon Law Centre

We have audited the financial statements of Hillingdon Law Centre for the year ended 31st March 2021 on pages 7 to 13 which comprise the Statement of Financial Activities, the Balance Sheet, and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) including FRS 102 (The Financial reporting Standard applicable in the UK and Republic of Ireland) and follow the Charities SORP (FRS 102).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditors

As explained more fully in the Trustees' Responsibilities Statement, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed, the reasonableness of significant accounting estimates made by the trustees, and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees' annual Report to identify material inconsistencies with the audited financial statements and to identify any information that is materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies, we consider the implication for our report.

Opinion on financial statements

In our opinion the financial statements:

give a true and fair view of the state of the charitable company's affairs as at 31st March 2021 and its incoming resources and application of resources, including its income and expenditure, for the year ended 31st March 2021.

have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, and

have been prepared in accordance with the requirements of the Companies Act 2006.

Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Trustees' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

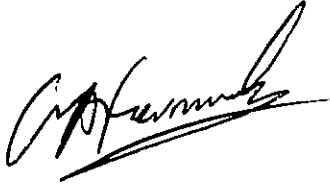
adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or

the financial statements are not in agreement with the accounting records and returns; or

certain disclosures of trustees' remuneration specified by law are not made; or

we have not received all the information and explanations we require for our audit.

**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF
HILLINGDON LAW CENTRE**



Gavin Fernandes FCA, CTA (Senior Statutory Auditor)
for and on behalf of MG Audit Services Limited
Chartered Accountants &
Registered Auditors
166 College Road
Harrow
Middlesex
HA1 1BH

Date: 19th May 2022

HILLINGDON LAW CENTRE

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2021

	Notes	Unrestricted fund £	Restricted funds £	31.3.21 Total funds £	31.3.20 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		32,900	242,852	275,752	128,985
Other trading activities	2	65,800	-	65,800	134,694
Investment income	3	<u>7</u>	<u>-</u>	<u>7</u>	<u>8</u>
Total		98,707	242,852	341,559	263,687
EXPENDITURE ON					
Charitable activities					
Provision of free legal advice to the local community		50,603	239,977	290,580	227,880
Governance Costs		14,259	5,825	20,084	8,187
Total		64,862	245,802	310,664	236,067
NET INCOME/(EXPENDITURE)		33,845	(2,950)	30,895	27,620
Transfers between funds	13	<u>(2,734)</u>	<u>2,734</u>	<u>-</u>	<u>-</u>
Net movement in funds		31,111	(216)	30,895	27,620
RECONCILIATION OF FUNDS					
Total funds brought forward		179,947	9,969	189,916	162,296
TOTAL FUNDS CARRIED FORWARD		<u>211,058</u>	<u>9,753</u>	<u>220,811</u>	<u>189,916</u>

The notes form part of these financial statements

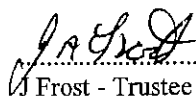
HILLINGDON LAW CENTRE

BALANCE SHEET
31ST MARCH 2021

	Notes	Unrestricted fund £	Restricted funds £	31.3.21 Total funds £	31.3.20 Total funds £
FIXED ASSETS					
Tangible assets	8	163,880	2,733	166,613	166,359
CURRENT ASSETS					
Stocks	9	8,396	-	8,396	46,775
Debtors	10	19,117	-	19,117	27,899
Cash at bank		<u>116,695</u>	<u>3,500</u>	<u>120,195</u>	<u>55,400</u>
		144,208	3,500	147,708	130,074
CREDITORS					
Amounts falling due within one year	11	(97,030)	3,520	(93,510)	(106,517)
NET CURRENT ASSETS					
		<u>47,178</u>	<u>7,020</u>	<u>54,198</u>	<u>23,557</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>211,058</u>	<u>9,753</u>	<u>220,811</u>	<u>189,916</u>
NET ASSETS					
		<u>211,058</u>	<u>9,753</u>	<u>220,811</u>	<u>189,916</u>
FUNDS					
Unrestricted funds	13			211,058	179,947
Restricted funds				<u>9,753</u>	<u>9,969</u>
TOTAL FUNDS					
				<u>220,811</u>	<u>189,916</u>

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 19th May 2022 and were signed on its behalf by:


.....
J Frost - Trustee

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2021**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Governance costs

Staff cost split between cost of generating voluntary income and governance costs are calculated at relevant proportions of expenditure incurred.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and Machinery	25% Straight line basis
Fixtures and Fittings	15% Reducing balance basis
Computer Equipment	3 Years Straight Line

The management committee has not charged depreciation on freehold property in accordance with FRS - Tangible fixed assets, as they consider that the market value of the property exceeds that of cost shown in the accounts. An annual impartial review has been carried out in accordance with the requirement of the SORP, accounting and reporting by charities.

Work in progress

Work in progress is valued at the recoverable amount of profit costs

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

HILLINGDON LAW CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST MARCH 2021

2. VOLUNTARY INCOME

	31.3.21	31.3.20
	£	£
Donations	45	485
Grants	<u>275,707</u>	<u>128,500</u>
	<u>275,752</u>	<u>128,985</u>

Grants received, included in the above, are as follows:

	31.3.21	31.3.20
	£	£
Law Centres Federation	64,300	
Barrow Cadbury Trust	46,600	
National Lottery Community Fund	71,340	
Hillingdon Community Trust	6,613	53,100
AB Charitable Trust	20,000	15,000
TFL Central Fund - Employment	46,000	46,000
Other grants	<u>20,854</u>	<u>14,400</u>
	275,707	128,500

3. OTHER TRADING ACTIVITIES

	31.3.21	31.3.20
	£	£
Fees	<u>65,800</u>	<u>134,694</u>

4. INVESTMENT INCOME

	31.3.21	31.3.20
	£	£
Deposit account interest	<u>7</u>	<u>8</u>

5. NET INCOME/(EXPENDITURE)

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

	31.3.21	31.3.20
	£	£
Auditors' remuneration	3,000	3,000
Depreciation - owned assets	1,780	1,643
Surplus on disposal of fixed assets	<u>-</u>	<u>(1,220)</u>

6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st March 2021 nor for the year ended 31st March 2020.

HILLINGDON LAW CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST MARCH 2021

7. STAFF COSTS

	31.03.21	31.03.20
	£	£
Wages and salaries	219,532	166,126
Social security costs	<u>15,371</u>	<u>12,577</u>
	<u><u>178,703</u></u>	<u><u>170,968</u></u>

The average monthly number of employees during the year was as follows:

	31.03.21	31.03.20
Charitable Activities	8.75	7.75
Cost of Generating voluntary income	-	-
Governance	<u>0.25</u>	<u>0.25</u>
	<u><u>9.00</u></u>	<u><u>8.00</u></u>

8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	15,485	113,500	128,985
Other trading activities	134,694	-	134,694
Investment income	<u>8</u>	<u>-</u>	<u>8</u>
Total	150,187	113,500	263,687
EXPENDITURE ON			
Charitable activities			
Provision of free legal advice to the local community	122,504	105,376	227,880
Governance Costs	<u>8,187</u>	<u>-</u>	<u>8,187</u>
Total	<u>130,691</u>	<u>105,376</u>	<u>236,067</u>
NET INCOME	19,496	8,124	27,620
Transfers between funds	<u>4,578</u>	<u>(4,578)</u>	<u>-</u>
Net movement in funds	24,074	3,546	27,620
RECONCILIATION OF FUNDS			
Total funds brought forward	<u>155,873</u>	<u>6,423</u>	<u>162,296</u>
TOTAL FUNDS CARRIED FORWARD	<u><u>179,947</u></u>	<u><u>9,969</u></u>	<u><u>189,916</u></u>

HILLINGDON LAW CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST MARCH 2021

9. TANGIBLE FIXED ASSETS

	Freehold property £	Plant and machinery £	Fixtures and fittings £	Computer equipment £	Totals £
COST					
At 1st April 2020	162,852	995	13,313	17,324	194,484
Additions	-	-	-	2,034	2,034
At 31st March 2021	<u>162,852</u>	<u>995</u>	<u>13,313</u>	<u>19,358</u>	<u>196,518</u>
DEPRECIATION					
At 1st April 2020	-	993	13,116	14,016	28,125
Charge for year	-	-	27	1,753	1,780
At 31st March 2021	-	<u>993</u>	<u>13,143</u>	<u>15,769</u>	<u>29,905</u>
NET BOOK VALUE					
At 31st March 2021	<u>162,852</u>	<u>2</u>	<u>170</u>	<u>3,589</u>	<u>166,613</u>
At 31st March 2020	<u>162,852</u>	<u>2</u>	<u>197</u>	<u>3,308</u>	<u>166,359</u>

10. WORK IN PROGRESS

	31.3.21	31.3.20
	£	£
Work-in-progress	<u>8,396</u>	<u>46,775</u>

11. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.21	31.3.20
	£	£
Trade debtors	17,804	25,859
Prepayments	<u>1,313</u>	<u>2,040</u>
	<u>19,117</u>	<u>27,899</u>

12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.21	31.3.20
	£	£
Bank loans and overdrafts (see note 12)	-	6,112
Trade creditors	20,624	12,843
Other creditor	8,260	4,681
Social security and other taxes	9,189	7,927
VAT	17,215	9,326
Pension control	1,263	891
Client creditor	26,180	12,528
Accruals and deferred income	-	46,000
Accrued expenses	<u>10,779</u>	<u>6,209</u>
	<u>93,510</u>	<u>106,517</u>

HILLINGDON LAW CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST MARCH 2021

13. MOVEMENT IN FUNDS

	At 1.4.20 £	Net movement in funds £	Transfers between funds £	At 31.3.21 £
Unrestricted funds				
General fund	179,947	33,845	(2,734)	211,058
Restricted funds				
Hillingdon Community Trust Residents	569	(570)	2,734	2,733
Big Lottery	9,400	(5,900)	-	3,500
Law Centres Federation	-	3,520	-	3,520
	<u>9,969</u>	<u>(2,950)</u>	<u>2,734</u>	<u>9,753</u>
TOTAL FUNDS	<u>189,916</u>	<u>30,895</u>	<u>-</u>	<u>220,811</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	98,707	(64,862)	33,845
Restricted funds			
Hillingdon Community Trust - Immigration	6,613	(6,613)	-
TFL Central Fund	54,000	(54,000)	-
Hillingdon Community Trust Residents	(1)	(569)	(570)
Big Lottery	-	(5,900)	(5,900)
Barrow Cadbury Trust	46,600	(46,600)	-
The National Lottery Community Fund	71,340	(71,340)	-
Law Centres Federation	64,300	(60,780)	3,520
	<u>242,852</u>	<u>(245,802)</u>	<u>(2,950)</u>
TOTAL FUNDS	<u>341,559</u>	<u>(310,664)</u>	<u>30,895</u>

Comparatives for movement in funds

	At 1.4.19 £	Net movement in funds £	Transfers between funds £	At 31.3.20 £
Unrestricted funds				
General fund	155,873	19,496	4,578	179,947
Restricted funds				
Hillingdon Community Trust Residents	6,423	(1,276)	(4,578)	569
Big Lottery	-	9,400	-	9,400
	<u>6,423</u>	<u>8,124</u>	<u>(4,578)</u>	<u>9,969</u>
TOTAL FUNDS	<u>162,296</u>	<u>27,620</u>	<u>-</u>	<u>189,916</u>

HILLINGDON LAW CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued

13. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	150,187	(130,691)	19,496
Restricted funds			
TFL Central Fund	46,000	(46,000)	-
Hillingdon Community Trust Residents	53,100	(54,376)	(1,276)
London Legal Support	5,000	(5,000)	-
Big Lottery	9,400	-	9,400
	<u>113,500</u>	<u>(105,376)</u>	<u>8,124</u>
TOTAL FUNDS	<u>263,687</u>	<u>(236,067)</u>	<u>27,620</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.19 £	Net movement in funds £	Transfers between funds £	At 31.3.21 £
Unrestricted funds				
General fund	155,873	53,341	1,844	211,058
Restricted funds				
Hillingdon Community Trust Residents	6,423	(1,846)	(1,844)	2,733
Big Lottery	-	3,500	-	3,500
Law Centres Federation	-	3,520	-	3,520
	<u>6,423</u>	<u>5,174</u>	<u>(1,844)</u>	<u>9,753</u>
TOTAL FUNDS	<u>162,296</u>	<u>58,515</u>	<u>-</u>	<u>220,811</u>

HILLINGDON LAW CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST MARCH 2021

13. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	248,894	(195,553)	53,341
Restricted funds			
Hillingdon Community Trust - Immigration	6,613	(6,613)	-
TFL Central Fund	100,000	(100,000)	-
Hillingdon Community Trust Residents	53,099	(54,945)	(1,846)
London Legal Support	5,000	(5,000)	-
Big Lottery	9,400	(5,900)	3,500
Barrow Cadbury Trust	46,600	(46,600)	-
The National Lottery Community Fund	71,340	(71,340)	-
Law Centres Federation	<u>64,300</u>	<u>(60,780)</u>	<u>3,520</u>
	<u>356,352</u>	<u>(351,178)</u>	<u>5,174</u>
TOTAL FUNDS	<u>605,246</u>	<u>(546,731)</u>	<u>58,515</u>

Transfers between funds

The transfer for current year £2,734 and combined prior year 12 months £1,844 as above relates to the computer equipment. The restricted grant has been transferred to offset the fixed assets.

14. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31st March 2021.

15. ULTIMATE CONTROLLING PARTY

The charity was under control of the trustees, as detailed on page 1, throughout the year.

HILLINGDON LAW CENTRE

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2021

	31.3.21 £	31.3.20 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	42	485
Grants	<u>275,710</u>	<u>128,500</u>
	275,752	128,985
Other trading activities		
Fees	65,800	134,694
Investment income		
Deposit account interest	<u>7</u>	<u>8</u>
Total incoming resources	341,559	263,687
EXPENDITURE		
Charitable activities		
Wages	213,707	161,366
Social security	15,371	12,577
Pensions	4,430	3,643
Rates and water	80	246
Insurance	2,313	4,025
Light and heat	3,167	4,774
Telephone	7,942	6,796
Postage and stationery	2,177	3,119
Sundries	605	784
Travelling	8,047	4,562
Training	857	1,391
Repairs & renewals	6,266	3,426
Leasing	9,121	10,383
Subscriptions	8,797	5,027
Books & periodicals	-	338
Practising certificate	1,290	1,290
Professional fees	4,630	3,361
Fixtures and fittings	27	34
Computer equipment	1,753	1,608
Loss on sale of tangible fixed assets	<u>-</u>	<u>(1,220)</u>
	290,580	227,530
Support costs		
Governance costs		
Wages	5,825	4,759
Auditors' remuneration	3,000	3,000
Accountancy and legal fees	10,133	-
Bank charges	98	128
Carried forward	19,056	7,887

This page does not form part of the statutory financial statements

HILLINGDON LAW CENTRE

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2021

	31.3.21 £	31.3.20 £
Governance costs		
Brought forward	19,056	7,887
Clerical Assistance	<u>1,028</u>	<u>650</u>
	<u>20,084</u>	<u>8,537</u>
Total resources expended	<u>310,664</u>	<u>236,067</u>
Net income	<u>30,895</u>	<u>27,620</u>

This page does not form part of the statutory financial statements