

REGISTERED COMPANY NUMBER: 3524607 (ENGLAND AND WALES)
REGISTERED CHARITY NUMBER: 1069066

**Report of the Trustees and
Financial Statements For The Year Ended 31 March 2007
for
Norfolk Community Law Service Limited**

Roger Hopkins
18 Princes Street
Norwich
Norfolk
NR3 1AE

WEDNESDAY



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for the Year Ended 31 March 2007**

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**Report of the Trustees
for the Year Ended 31 March 2007**

The Trustees who are also directors of the charity for the purposes of the Companies Act 1985, present their report with the financial statements of the charity for the year ended 31 March 2007. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

3524607 (England and Wales)

Registered Charity number

1069066

Registered office

Boardman House
Redwell Street
Norwich
Norfolk
NR2 4SL

Trustees

Mr Benedict Keane
Mr Richard Holcombe
Ms Liz Edwards
Ms Julie Benson
Mr Gordon Dean
Mr Richard Goodall
Mr Mike Pendred
Mr Keith Ratcliffe
Mr Gerardo Rodriguez
Mr Ronald Round
Mrs Margaret Sparrow
Mr Andrew Spencer
Mr Steve Stavridis
Mr Steve Wiseman
Mr Antony Milton

Chair
Hon Treasurer
Hon Secretary

- resigned 8 7 06

- resigned 23 6 06

- resigned 23 6 06

Company Secretary

Mr Richard Goodall

Auditors

Roger Hopkins
18 Princes Street
Norwich
Norfolk
NR3 1AE

Bankers

Lloyds TSB plc
Gentlemans Walk
Norwich

**Report of the Trustees
for the Year Ended 31 March 2007**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Norfolk Community Law Service is a registered Charity being a company limited by guarantee and not having a share capital and not being run for profit. It is governed by its Memorandum and Articles of Association. On 30 March 2005 the name of the Charity was changed from NDLS Limited to Norfolk Community Law Service. The organisation originally took over the assets of Norwich & District Legal Services Committee on 1 April 1998 having operated as such in similar guises since 1985.

Recruitment and appointment of new trustees

Trustees are appointed by members of the Company. Trustees, once appointed, will remain appointed until retirement or they are removed by the members of the Company. Trustees are elected at the Annual General Meeting by those eligible to vote or may be co-opted during the year pending formal election at the next Annual General Meeting.

The number of Trustees shall not be less than six but is not subject to any maximum.

Induction and training of new trustees

New trustees are briefed on their legal obligations under charity and company law, the contents of the Memorandum and Articles of Association, the decision making processes, the business plan and recent financial performance of the charity.

New trustees usually come from persons who are familiar with the work of the charity and are already aware of the context in which it operates.

Organisational structure

The Trustees are responsible for managing the charity and take a close interest in its day to day running. The General Manager is responsible to the Trustees for administrative matters. With the increase in size and complexity of the operations, the management systems and delegated powers are continually reviewed.

Risk management

The Trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

Over the course of time, the Trustees have conducted reviews of the major risks to which the Charity is exposed and systems have been put in place to mitigate those risks. These are updated periodically to ensure they meet the needs of the Charity.

**Report of the Trustees
for the Year Ended 31 March 2007**

OBJECTIVES AND ACTIVITIES

Objectives and aims

The remit is to increase access to justice for the people of Norwich and Norfolk by providing free advice, assistance and representation in various areas of Social Welfare Law. These services are provided by employed staff and trained volunteers, both lay and professional. We are entirely dependent upon grants, donations and monies arising from service agreements for our continued existence.

The principal objects for which the Charity is established are to

- Identify problems of access by needy people to legal services
- Provide advice assistance and representation to needy persons resident or working in the County of Norfolk
- Advance the education of the public by the improvement and diffusion of knowledge of the law, its practice and the administration of justice having regard especially to those areas of law which are of particular concern to poor people or which are directed to the relief of poverty, distress or sickness
- Promote such other charitable purposes as are for the benefit of the community in the area of benefit
- Provide free legal advice representation in all areas of discrimination i.e. age, disability, gender, race, sexual orientation or religious belief

The long term aim of the Charity is to establish a Law Centre for Norfolk to provide free legal advice, casework and representation to individuals and groups which meet gaps in existing provision in areas of social welfare law including housing, welfare benefits and debt, discrimination in all areas, community care, mental health and education. We also aim to provide advice and support to advice agency staff and solicitors as well as legal education and training to individuals and organisations, including community groups.

Volunteers

The Charity is grateful for the help from volunteers who give their time assisting us in various areas of the Charity's activities.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

The Charity continues to provide free legal advice with the assistance of local solicitors who provide their services voluntarily.

The housing repossession service was established on a firm basis throughout the year in conjunction with Shelter using funds from the Legal Services Commission. Volunteers from diverse backgrounds including a number of students from the University of East Anglia are being trained to provide this service co-ordinated by a paid part-time member of staff.

The Discrimination Law Service was established during the year using funds from the Big Lottery Fund. In November 2006 a full-time qualified lawyer was appointed to provide advice and advocacy. This work is supported by a part-time co-ordinator funded by the Department for Communities and Local Government (DCLG) Connecting Communities+ fund who is responsible for providing training and obtaining translation services as necessary.

We have received funding via Cambridge Advice for Life from the DTI's Financial Inclusion Fund to provide a money advice service to offenders, ex-offenders and their families. This service started with the appointment of a full-time adviser in April 2007.

**Report of the Trustees
for the Year Ended 31 March 2007**

FINANCIAL REVIEW

Reserves policy

The Trustees have examined the Charity's requirements for reserves in the light of the main risks to the organisation. It has established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the Charity should be between three and six months of the total annual expenditure. Budgeted expenditure for 2007/08 is £158,000 and therefore the target is free reserves of £39,500 to £79,000. The reserves are needed to meet the working capital requirements of the Charity and the Trustees believe that at this level they would be able to finance a controlled reduction in the scope of operations in the event of a significant drop in funding.

Free reserves at 31 March 2007 stand at £28,570, a level which falls short of the target level. However, the Charity has recently seen considerable growth in its operations with the start of the Discrimination Law Service (2007/08 is its first full year of service) and this has considerably increased annual expenditure and hence the requirement for reserves. Despite the shortfall on the target, the Trustees are confident that reserves are sufficient to fund continuing operations and will endeavour to increase reserves in the future.

Principal funding sources

In addition to the Big Lottery Fund and Connecting Communities+, the work of the Charity has been supported by grants from Norwich City Council and Norwich Consolidated Charities as well as funding for the housing repossession service from the Legal Services Commission (LSC) via Shelter.

A substantial part of the funding from Connecting Communities+ has been used to purchase equipment and services e.g. for training, translation, publicity material and subscriptions in advance. The full benefit of this will be felt in the next financial year and hence substantial amounts of expenditure have been carried forward in the accounts, thus creating a surplus on restricted funds. This surplus will be absorbed in subsequent financial years, over the life of the project.

The level of support staff has been increased in the latter part of the year and a defined contribution pension scheme has been offered to all staff. The resulting increase in staff costs will be funded partly out of recoveries from unrestricted funds but also out of restricted funds.

FUTURE DEVELOPMENTS

The Trustees are currently exploring the possibility of developing a representation service in the fields of welfare benefits and mental health as well as an advocacy service for birth parents in cases of adoption. The Trustees would also like to expand our discrimination service to particularly cover disability discrimination and accessing goods and services e.g. health and education.

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees are responsible for preparing the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Company law requires the trustees to prepare financial statements for each financial year. Under that law the trustees have elected to prepare the financial statements in accordance with the United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the charitable company and of the surplus or deficit 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,
- 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 1985. 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.

STATEMENT AS TO DISCLOSURE OF INFORMATION TO AUDITORS

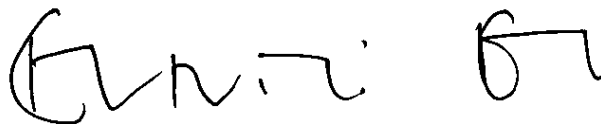
So far as the trustees are aware, there is no relevant information (as defined by Section 234ZA of the Companies Act 1985) of which the charitable company's auditors are unaware, and each trustee has taken all the steps that they ought to have taken as a trustee in order to make them aware of any audit information and to establish that the charitable company's auditors are aware of that information.

**Report of the Trustees
for the Year Ended 31 March 2007**

AUDITORS

The auditors, Roger Hopkins, will be proposed for re-appointment in accordance with Section 385 of the Companies Act 1985

ON BEHALF OF THE BOARD:

A handwritten signature in black ink, appearing to read 'Benedict Keane', written over a horizontal line.

Mr Benedict Keane -Trustee

20 June 2007

A small, handwritten mark or signature, possibly a checkmark or a stylized letter, located below the main signature.

**Report of the Independent Auditors to the Trustees of
Norfolk Community Law Service Limited**

We have audited the financial statements of Norfolk Community Law Service Limited for the year ended 31 March 2007 on pages eight to sixteen. These financial statements have been prepared in accordance with the accounting policies set out therein and the requirements of the Financial Reporting Standard for Smaller Entities (effective January 2005).

This report is made solely to the charitable company's trustees, as a body, in accordance with Section 235 of the Companies Act 1985. 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

The trustees' responsibilities for preparing the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) are set out on pages one to five.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you whether in our opinion the information given in the Report of the Trustees is consistent with the financial statements.

In addition, we report to you if, in our opinion, the charitable company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding trustees' remuneration and other transactions is not disclosed.

We read the Report of the Trustees and consider the implications for our report if we become aware of any apparent misstatements within it.

Basis of audit opinion

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charitable company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error.

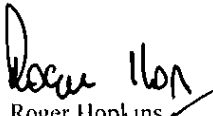
In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

**Report of the Independent Auditors to the Trustees of
Norfolk Community Law Service Limited - continued**

Opinion

In our opinion

- the financial statements give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities, of the state of the charitable company's affairs as at 31 March 2007 and of its surplus for the year then ended,
- the financial statements have been properly prepared in accordance with the Companies Act 1985 and
- the information given in the Report of the Trustees is consistent with the financial statements



Roger Hopkins
18 Princes Street
Norwich
Norfolk
NR3 1AE

20 June 2007

**Statement of Financial Activities
for the Year Ended 31 March 2007**

		Unrestricted funds £	Restricted funds £	31 3 07 Total funds £	31 3 06 Total funds £
	Notes				
INCOMING RESOURCES					
Incoming resources from generated funds					
Voluntary income	2	35,912	63,513	99,425	42,383
Investment income	3	1,927	-	1,927	1 042
Incoming resources from charitable activities 4					
Housing Repossession		9,262	-	9,262	-
Discrimination Service		<u>1,769</u>	<u>-</u>	<u>1,769</u>	<u>-</u>
Total incoming resources		48,870	63,513	112,383	43,425
 RESOURCES EXPENDED					
Costs of generating funds					
Costs of generating voluntary income	5	37,667	39,350	77,017	39,872
Charitable activities 6					
Discrimination Service		1,350	-	1,350	-
Governance costs 7		<u>1,716</u>	<u>-</u>	<u>1,716</u>	<u>1,497</u>
Total resources expended		40,733	39,350	80,083	41,369
 NET INCOMING RESOURCES before transfers					
		8,137	24,163	32 300	2,056
Gross transfers between funds 14		10,618	(10,618)	-	-
Net incoming/(outgoing) resources		18,755	13,545	32,300	2,056
 RECONCILIATION OF FUNDS					
Total funds brought forward		10,483	12,231	22,714	20,658
TOTAL FUNDS CARRIED FORWARD		<u>29,238</u>	<u>25,776</u>	<u>55,014</u>	<u>22 714</u>

The notes form part of these financial statements

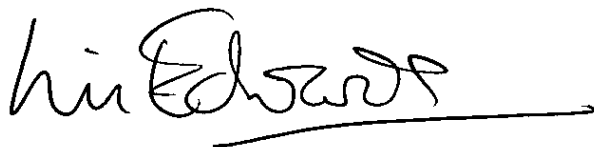
Norfolk Community Law Service Limited

Balance Sheet
At 31 March 2007

	Notes	Unrestricted funds £	Restricted funds £	31 3 07 Total funds £	31 3 06 Total funds £
FIXED ASSETS					
Tangible assets	11	668	7,213	7,881	2,106
CURRENT ASSETS					
Debtors	12	5,655	7,741	13,396	3,433
Cash at bank and in hand		<u>25,329</u>	<u>14,611</u>	<u>39,940</u>	<u>20,106</u>
		30,984	22,352	53,336	23,559
CREDITORS					
Amounts falling due within one year	13	(2,414)	(3,789)	(6,203)	(2,931)
NET CURRENT ASSETS		<u>28,570</u>	<u>18,563</u>	<u>47,133</u>	<u>20,608</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>29,238</u>	<u>25,776</u>	<u>55,014</u>	<u>22,714</u>
NET ASSETS		<u>29,238</u>	<u>25,776</u>	<u>55,014</u>	<u>22,714</u>
FUNDS	14				
Unrestricted funds				29,238	10,483
Restricted funds				<u>25,776</u>	<u>12,231</u>
TOTAL FUNDS				<u>55,014</u>	<u>22,714</u>

These financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective January 2005)

The financial statements were approved by the Board of Trustees on 20 June 2007 and were signed on its behalf by



Ms Liz Edwards -Trustee

**Notes to the Financial Statements
for the Year Ended 31 March 2007**

1 ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standards for Smaller Entities (effective January 2005) and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received.

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold. Donated facilities are included at the value to the charity where this can be quantified and a third party is bearing the cost. No amounts are included in the financial statements for services donated by volunteers.

Resources expended

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. Overheads have been allocated on an appropriate basis consistent with previous years.

Charitable activity costs are incurred directly in support of expenditure on the objects of the charity.

Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

Tangible fixed assets

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

Equipment	-25% on cost
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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.

Designated funds comprise unrestricted funds that have been set aside by trustees for particular purposes. The aim and use of each designated fund is set out in the notes of the financial statements.

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. The cost of raising and administering such funds are charged against the specific fund.

Investment income and gains are allocated to the appropriate fund.

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

Notes to the Financial Statements - continued
for the Year Ended 31 March 2007

2. VOLUNTARY INCOME

	31 3 07	31 3 06
	£	£
Donations	661	10,926
Grants	98,514	31,207
Sundry income	<u>250</u>	<u>250</u>
	<u>99,425</u>	<u>42,383</u>

GRANTS

	31 03 07	31 03 06
	£	£
Unrestricted grants:		
Norwich City Council	10,000	10,000
Norwich Consolidated Charities	25,000	20,000
Restricted grants		
Big Lottery Fund	22,394	1,207
Connecting Communities+	37,499	-
Financial Inclusion Fund	3,621	-
	<u>98,514</u>	<u>31,207</u>

3. INVESTMENT INCOME

	31 3 07	31 3 06
	£	£
Deposit account interest	<u>1,927</u>	<u>1,042</u>

4. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Activity	31 3 07	31 3 06
		£	£
Shelter	Housing Repossession	9,262	-
Training courses	Discrimination Service	<u>1,769</u>	<u>-</u>
		<u>11,031</u>	<u>-</u>

Notes to the Financial Statements - continued
for the Year Ended 31 March 2007

5 COSTS OF GENERATING VOLUNTARY INCOME

	31 3 07	31 3 06
	£	£
Staff costs	46,704	23,074
Insurance and affiliations	2,393	2,105
Telephone, printing and stationery	3,186	2,013
Sundries	153	51
Advertising	7,823	1,538
Staff training and expenses	1,955	315
Volunteer training and expenses	735	2,340
Rent	7,398	4,614
Software	944	1,040
Journals and books	363	45
Internet and data protection	59	226
Equipment repairs	417	317
Translators	1,382	-
Bank charges	-	17
Payroll costs	382	350
Depreciation	<u>3,123</u>	<u>1,827</u>
	<u>77,017</u>	<u>39,872</u>

6. CHARITABLE ACTIVITIES COSTS

	Direct costs	Totals
	£	£
Discrimination Service	<u>1,350</u>	<u>1,350</u>

7. GOVERNANCE COSTS

	31 3 07	31 3 06
	£	£
Auditors' remuneration	975	682
Room hire for trustee meetings	500	500
Annual Report and AGM	<u>241</u>	<u>315</u>
	<u>1,716</u>	<u>1,497</u>

8. NET INCOMING/(OUTGOING) RESOURCES

Net resources are stated after charging/(crediting)

	31 3 07	31 3 06
	£	£
Auditors' remuneration	975	682
Depreciation - owned assets	<u>3,123</u>	<u>1,827</u>

Notes to the Financial Statements - continued
for the Year Ended 31 March 2007

9 TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2007 nor for the year ended 31 March 2006

Trustees' Expenses

There were no trustees' expenses paid for the year ended 31 March 2007 nor for the year ended 31 March 2006

Any payments to trustees are only in respect of reimbursements for purchases made on behalf of the charity

10. STAFF COSTS

	31 3 07	31 3 06
	£	£
Wages and salaries	45,954	23,074
Other pension costs	<u>750</u>	<u>-</u>
	<u>46,704</u>	<u>23,074</u>

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

	31 3 07	31 3 06
Administration	2	2
Employed on projects	<u>2</u>	<u>-</u>
	<u>4</u>	<u>2</u>

11. TANGIBLE FIXED ASSETS

	Equipment £
COST	
At 1 April 2006	5,698
Additions	<u>8,898</u>
At 31 March 2007	<u>14,596</u>
DEPRECIATION	
At 1 April 2006	3,592
Charge for year	<u>3 123</u>
At 31 March 2007	<u>6,715</u>
NET BOOK VALUE	
At 31 March 2007	<u>7,881</u>
At 31 March 2006	<u>2,106</u>

Notes to the Financial Statements - continued
for the Year Ended 31 March 2007

12. DEBTORS AMOUNTS FALLING DUE WITHIN ONE YEAR

	31 3 07 £	31 3 06 £
Amounts falling due within one year		
Trade debtors	8,133	1,207
Other debtors	<u>5,263</u>	<u>2,226</u>
	<u>13,396</u>	<u>3,433</u>

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31 3 07 £	31 3 06 £
Bank loans and overdrafts	2,741	1,207
Other creditors	<u>3,462</u>	<u>1,724</u>
	<u>6,203</u>	<u>2,931</u>

14. MOVEMENT IN FUNDS

	At 1 4 06 £	Net movement in funds £	Transfers between funds £	At 31 3 07 £
Unrestricted funds				
General fund	10,483	8,137	10,618	29,238
Restricted funds				
Rent Repossession	1,613	(537)	-	1,076
Big Lottery Fund	-	3,544	-	3,544
Lecture Fund	10,618	-	(10 618)	-
Connecting Communities+	-	18,077	-	18,077
Financial Inclusion Fund	<u>-</u>	<u>3,079</u>	<u>-</u>	<u>3,079</u>
	12,231	24,163	(10,618)	25,776
TOTAL FUNDS	<u>22,714</u>	<u>32,300</u>	<u>-</u>	<u>55,014</u>

Notes to the Financial Statements - continued
for the Year Ended 31 March 2007

14. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	48,870	(40,733)	8,137
Restricted funds			
Big Lottery Fund	22,394	(18,850)	3,544
Lecture Fund	-	-	-
Connecting Communities+	37,498	(19,421)	18,077
Financial Inclusion Fund	3,621	(542)	3,079
Rent Repossession	-	(537)	(537)
	63,513	(39,350)	24,163
TOTAL FUNDS	<u>112,383</u>	<u>(80,083)</u>	<u>32,300</u>

Unrestricted funds

The unrestricted funds represent the free funds of the charity which have not been designated for a particular purpose

Restricted funds

Restricted funds comprise the following

- The Big Lottery Fund results from a grant from the Big Lottery Fund to set up a Discrimination Advice Service. This service started in November 2006

- The Connecting Communities+ Fund comprises money from the DCLG to support the Discrimination Advice Service by providing funds for training, interpreters and publicity. Commitments have been made in 2006/07 for expenditure in 2007/08

- The Financial Inclusion Fund is a new service to give benefits advice to offenders and ex-offenders and their families. This service effectively started in April 2007 although set up costs were incurred prior to this date

- The Lecture Fund set up last year was released by the donor within this year to unrestricted funds. These extra funds will be used in 2007/08 to employ additional administration support

- The Rent Repossession fund comprises money received in 2004/05 from the Legal Services Commission to cover start up costs for the scheme

15. OTHER FINANCIAL COMMITMENTS

The Connecting Communities+ grant has been paid in advance. Commitments have been made for revenue expenditure in order to spend the money made available in the year to 31 March 2007. These commitments will benefit 2007/08. The committed expenditure carried forward at 31 March 2007 amounted to £11,024

16. RELATED PARTY DISCLOSURES

There are no transactions with related parties requiring disclosure in the financial statements

Notes to the Financial Statements - continued
for the Year Ended 31 March 2007

17. PENSIONS

The Charity operates a defined contribution pension scheme managed by The Pensions Trust. The scheme was set up with effect from 1 November 2006. For each member of staff who elects to join the scheme, the Charity pays in 5% of the gross pay to the scheme. Contributions payable for the year amounted to £750 (2006 - £nil) and are charged in the Statement of Financial Activities. The assets of the scheme are held separately from the Charity.

**Detailed Statement of Financial Activities
for the Year Ended 31 March 2007**

	31 3 07 £	31 3 06 £
INCOMING RESOURCES		
Voluntary income		
Donations	661	10,926
Grants	98,514	31,207
Sundry income	<u>250</u>	<u>250</u>
	99,425	42,383
Investment income		
Deposit account interest	1,927	1 042
Incoming resources from charitable activities		
Shelter	9,262	-
Training courses	<u>1,769</u>	<u>-</u>
	<u>11,031</u>	<u>-</u>
Total incoming resources	112,383	43,425
RESOURCES EXPENDED		
Costs of generating voluntary income		
Wages	45,954	23,074
Pensions	750	-
Insurance and affiliations	2,393	2,105
Telephone, printing and stationery	3,186	2,013
Sundries	153	51
Advertising	7,823	1,538
Staff training and expenses	1,955	315
Volunteer training and expenses	735	2 340
Rent	7,398	4 614
Software	944	1,040
Journals and books	363	45
Internet and data protection	59	226
Equipment repairs	417	317
Translators	1,382	-
Bank charges	-	17
Payroll costs	382	350
Depreciation of tangible fixed assets	<u>3,123</u>	<u>1,827</u>
	77,017	39,872
Charitable activities		
Training costs	1,339	-
Staff expenses	<u>11</u>	<u>-</u>
	1,350	-

Norfolk Community Law Service Limited

**Detailed Statement of Financial Activities
for the Year Ended 31 March 2007**

	31 3 07 £	31 3 06 £
Governance costs		
Auditors' remuneration	975	682
Room hire for trustee meetings	500	500
Annual Report and AGM	<u>241</u>	<u>315</u>
	<u>1,716</u>	<u>1,497</u>
Total resources expended	80,083	41 369
Net income/(expenditure)	<u><u>32,300</u></u>	<u><u>2,056</u></u>

This page does not form part of the statutory financial statements