

**DISCRIMINATION LAW ASSOCIATION (D.L.A.)**

**(Company limited by guarantee)**

**COMPANY REGISTRATION NUMBER 3862592**

**STATEMENT OF FINANCIAL ACTIVITIES  
for the year ended 31<sup>st</sup> March 2004**

**BALANCE SHEET at 31 March 2004**

**HARISH THAKRAR  
Chartered Accountants  
29/31 Finedon Road  
Wellingborough  
Northants  
NN8 4AS**

# DISCRIMINATION LAW ASSOCIATION (D.L.A.)

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## DISCRIMINATION LAW ASSOCIATION (D.L.A.)

### ADMINISTRATIVE INFORMATION

Year Ended 31 March 2004

Registration details	Discrimination Law Association is incorporated. Registered with the Companies House England and Wales. Registration number 3862592. The Organisation is also known as " D.L.A. "
Governing Document	Discrimination Law Association is governed by the Companies Act 1985 and its Memorandum and Articles of Association.

#### Board of Directors and Trustees

Geoffrey Bindman	Hon. President
Karon Monaghan	Chair
Barbara Mariel Cohen	
Elaine Rose Banton	Treasurer
Elizabeth Gay Moon	
Ulele Imoonda Burnham	
Sarah Teresa Gill	
Anna Katerina Awurakua Reindorf	
Kavita Kaur Bachada	
Catherine Casserley	
Tufyal Choudhury	
Sarah Ruth Hannett	
Juliette Nash	
Shahjada Qureshi	
Catherine Rayner	
Tariq Mahmood Sadiq	

The following resigned during the year:

Robert G B Allen QC  
David Massarella  
Philip Greasley  
Darbari Rachhpaul Singh Bedi  
Henrietta Hill

Secretary Melanie West

Registered Office 186 Midland Road  
Wellingborough  
Northants  
NN8 1NG

**DISCRIMINATION LAW ASSOCIATION (D.L.A.)**

**ADMINISTRATIVE INFORMATION**

**Year Ended 31 March 2004**

Continued.

Bankers

Unity Trust Bank Plc.  
4 The Square  
111 Broad Street  
Birmingham  
BR15 1AR

Accountants

HARISH THAKRAR  
Chartered Accountants  
29/31 Finedon Road  
Wellingborough  
Northants  
NN8 4AS

**DISCRIMINATION LAW ASSOCIATION (D.L.A.)**  
**DIRECTORS' REPORT AND PRINCIPAL ACTIVITIES**

The Trustees and Directors of Discrimination Law Association present their report and the Financial Statements of the year ended 31 March 2004

**Company Objects, principal activities and organisation of our work**

Discrimination Law Association is constituted as a Company limited by guarantee, and is therefore governed by Memorandum and Articles of Association.

The Company is established to promote good community relation by the advancement of education of the general public in the field of anti-discrimination laws and practices.

In furtherance of the said objects, but for no other purpose the company shall have powers as set out in the Articles and Memorandum of Association.

**Development, Activities and Achievements this year.**

During the year, the Association's core activities have been performed to high standard.

Member services, namely publication of Briefings, circulation of newsletters and e-mail updates, provision of training and dealing with member enquiries, have been maintained and in some respects improved. Membership has increased steadily. Submission have been made to government consultation in key areas.

**Further Developments**

Plans have been laid for improvement in member services and expansion of the Association's activities next year.

**Transactions and financial position**

The income and expenditure account shows a small surplus of £188 . (2003 : Deficit of £16091)

On behalf of the board of Directors.

Karon Monaghan  
Director

## **DISCRIMINATION LAW ASSOCIATION (D.L.A.)**

### **STATEMENT OF DIRECTORS' AND TRUSTEES' RESPONSIBILITIES**

Company Law requires trustees, who are also the directors of the company, to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity at the end of the year and of its financial activities during the year then ended. In Preparing those financial statements, trustees are required to:

- Select suitable accounting policies and apply consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice 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 project will continue in operation.

The Trustees are responsible for the keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enables them to ensure that the financial statements comply with the companies Act 1985/Charities Act 1993.

They have general responsibility for taking such steps as are reasonably open to them to safeguard the assets of the charity and to prevent and detect the fraud and other irregularities.

#### **Approval**

This report was approved by the Board of Directors and Trustees on  
..... 2004

and signed on their behalf by

Karon Monaghan  
Director

## **DISCRIMINATION LAW ASSOCIATION (D.L.A.)**

### **FINANCIAL STATEMENTS OF DISCRIMINATION LAW ASSOCIATION**

In accordance with the engagement letter dated 15 November 2004, and in order to assist you to fulfil your duties under the Companies Act 1985, we have compiled the financial statements of the company which comprise the Profit and Loss Account and Balance Sheet and the related notes from the accounting records and information and explanations you have given to us.

This report is made to the Company's Board of Directors, as a body, in accordance with the terms of our engagement. Our work has been undertaken so that we might compile the financial statements that we have been engaged to compile, report to the Company's Board of Directors that we have done so and state those matters that we have agreed to state to them in this 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 Company and the Company's Board of Directors, as a body, for our work or for this report.

We have carried out this engagement in accordance with technical guidance issued by the Institute of Chartered Accountants in England and Wales and have complied with the ethical guidance laid down by the Institute relating to members undertaking the compilation of financial statements.

You have acknowledge on the balance sheet your duty to ensure that the company has kept proper accounting records and to prepare financial statements for the period ended 31 March 2004 that give a true and fair view under the Companies Act 1985. You consider that the company is exempt from the statutory requirement for an audit for the year.

We have not been instructed to carry out an audit of the financial statements. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the financial statements.

**HARISH THAKRAR**  
**CHARTERED ACCOUNTANTS**  
Wellingborough

**DISCRIMINATION LAW ASSOCIATION (D.L.A.)**

**STATEMENT OF FINANCIAL ACTIVITIES**

Year ended 31 March 2004

	Unrestricted Fund	Restricted Fund	Total Fund 2004	Total Fund 2003
<b>INCOMING RESOURCES</b>	£	£	£	£
Conference Fees	6561		6561	0
Membership Fees	25937		25937	18502
Advertising	650		650	1
Interest Received	13		13	0
Publications	330		330	400
Other Income	1790		1790	
<b>Total Income</b>	<b><u>35281</u></b>	<b><u>0</u></b>	<b><u>35281</u></b>	<b><u>18903</u></b>
<b>RESOURCES EXPENDED</b>				
Support costs	17624	0	17624	24148
Management & Admin	17469	0	17469	10847
Publicity & Promotions	0		0	0
<b>Total Expenditure</b>	<b><u>35093</u></b>	<b><u>0</u></b>	<b><u>35093</u></b>	<b><u>34995</u></b>
<b>Net Income</b>	<b><u>188</u></b>	<b><u>0</u></b>	<b><u>188</u></b>	<b><u>-16092</u></b>
<b>Gross transfer between the funds</b>	<b><u>0</u></b>	<b><u>0</u></b>	<b>0</b>	<b><u>0</u></b>
<b>Net Movement In funds</b>	<b><u>188</u></b>	<b><u>0</u></b>	<b><u>188</u></b>	<b><u>-16092</u></b>
<b>Total funds brought forward</b>	<b><u>11258</u></b>	<b><u>0</u></b>	<b><u>11258</u></b>	<b><u>27350</u></b>
<b>Total funds carried forward</b>	<b><u>11446</u></b>	<b><u>0</u></b>	<b><u>11446</u></b>	<b><u>11258</u></b>



# DISCRIMINATION LAW ASSOCIATION (D.L.A.)

## BALANCE SHEET as at 31 March 2004

	2004 £	2003 £
<b>Tangible Fixed Assets</b>		
Office Equipment	0	625
<b>Current Assets</b>		
Bank and Cash accounts	13306	11339
<b>Creditors: amounts falling due within one year</b>	<u>1860</u>	<u>705</u>
<b>Net Current Assets</b>	11446	10634
<b>Total assets less current liabilities</b>	<u><u>11446</u></u>	<u><u>11259</u></u>

### REPRESENTED BY: FUNDS

Unrestricted Funds	11446	11258
Restricted Funds	0	0
	<u><u>11446</u></u>	<u><u>11258</u></u>

The directors who are also trustees consider that the company is entitled to exemption from the requirement to have an audit under the provisions of s.249A(1) of the Companies Act 1985.

Members have not required the company, under section 249B(2) of the Companies Act 1985, to obtain an audit for the year ended 31 March 2004. The directors acknowledge their responsibility for ensuring that the company keeps accounting records which comply with s.221 of the Companies Act 1985, and for preparing accounts which give a true and fair view of the state of affairs of the company as at 31 March 2004 and of its results for the year then ended in accordance with the requirements of s.226, and which otherwise comply with the requirements of the Act relating to the accounts so far as applicable to the company.

The financial statements were approved by the board on ..... 2004 and signed on its behalf.

Chairperson/Director	Karon Monaghan
Treasurer/Director	Elaine Banton
Secretary	Melanie West

# DISCRIMINATION LAW ASSOCIATION (D.L.A.)

## NOTES TO THE ACCOUNTS

Year ended 31 March 2004

### 1. ACCOUNTING POLICIES

#### 1.1 Basis of preparation of Financial Statements

The financial statements are prepared under the historic cost convention. The financial statements have been prepared in accordance with the Statement of Recommended Practice Accounting and Reporting by Charities, applicable accounting standards and the Companies Act 1985.

#### 1.2 Income Resources

Revenue grants are credited on the earlier date of when they are received or when they are receivable, unless they relate to a specific future period, in which case they are included on the Balance Sheet as deferred income to be recognised in the future accounting period.

Grants received for specific purpose are accounted for as restricted funds in the Statement of Financial Activities.

#### 1.3 Restricted Funds

Restricted funds are to be used for specific purpose as laid down by the donor. Expenditure which meets these criteria is identified to the fund, together with a fair allocation of management and support costs.

#### 1.4 Unrestricted Funds

Unrestricted funds are donation and the incomes received or generated for the objects of the organisation without further specified purpose and are available for general funds.

#### 1.5 Designated Funds

Designated funds are unrestricted funds earmarked by the board of directors for Particular purposes.

## DISCRIMINATION LAW ASSOCIATION (D.L.A.)

### NOTES TO THE ACCOUNTS

Year ended 31 March 2004

Continued.

#### 2. Tangible Fixed Assets

Tangible fixed assets are stated at cost less depreciation.

Depreciation is provided for at 25%

All other assets under £1000 have been written of in the year of purchase

	<b>Office Equipment</b>
	<b>£</b>
<b>COST</b>	
At 1 April 2003	2500
Additions	0
At 31 March 2004	<u>2500</u>
<b>DEPRECIATION</b>	
At 1 April 2003	1875
Charge for the year	625
At 31 March 2004	<u>2500</u>
<b>Net Book Value at 31 March 2004</b>	<u>0</u>
<b>Net Book Value at 31 March 2003</b>	<u>625</u>

#### 3. CREDITORS: Amounts falling due within one year

	<b>2004</b>	<b>2003</b>
	<b>£</b>	<b>£</b>
Accruals	1860	705

**DISCRIMINATION LAW ASSOCIATION (D.L.A.)**

**DETAILED INCOME AND EXPENDITURE**

**Year ended 31 March 2004**

<b>INCOMING RESOURCES</b>	<b>Unrestricted Fund</b>	<b>Restricted Fund</b>	<b>Total Fund 2004</b>	<b>Total Fund 2003</b>
Conference Fees	6561		6561	0
Membership Fees	25937		25937	18502
Advertising	650		650	
Interest Received	13		13	1
Other Income	1790		1790	400
Publications	330		330	0
	<b>35281</b>	<b>0</b>	<b>35281</b>	<b>18903</b>

**DISCRIMINATION LAW ASSOCIATION (D.L.A.)**

**DETAILED INCOME AND EXPENDITURE**

**Year ended 31 March 2004**

Continued.

**RESOURCES EXPENDED**

**Support Cost**

Salaries/NI costs	11863		11863	11570
Recruitment	0		0	1121
Training	60		60	450
Publication	0		0	0
Conference	0		0	0
Briefings	5172		5172	6007
Challenging Racism Book	529		529	5000
	<b>17624</b>	<b>0</b>	<b>17624</b>	<b>24148</b>

**Management & Administration**

Membership/subs	85		85	33
Membership refund	0		0	0
Postage	561		561	929
Stationery	252		252	1089
Repair and Maintenance	0		0	0
Telephone	680		680	2379
Office rental	0		0	333
Office move	498		498	151
Equipment/IT costs	2043		2043	2059
Depreciation	625		625	625
Conference exp.	10082		10082	123
Bank Charges	130		130	105
Insurance	597		597	350
Travel	676		676	611
Accountancy/payroll	990		990	1115
Miscellaneous Expenses	250		250	765
Corporation tax	0		0	180
	<b>1</b>	<b>17469</b>	<b>10848</b>	<b>10847</b>

Publicity & Promotion	0		0	0
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Total Costs	35094	17469	28472	34995
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Net Surplus/Deficit	187	-17469	6809	-16092
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