

Charity Registration No. 1158338

CATHOLIC ASSOCIATION FOR RACIAL JUSTICE

A Charitable Incorporated Organisation

Report and financial statements

1st April 2015 to 31st March 2016

CATHOLIC ASSOCIATION OF RACIAL JUSTICE

REPORT AND FINANCIAL STATEMENT

1st April 2015 to 31st March 2016

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CATHOLIC ASSOCIATION FOR RACIAL JUSTICE

TRUSTEE PRESIDENT

Rt. Rev. Patrick Lynch SSCC, MA, VG, Auxiliary Bishop of Southwark

TRUSTEES - Officers

Ms Yogi Sutton	Chairperson	(from AGM 1 st November 2014)
Ms Nikki Petch	Vice-Chairperson	(from AGM 1 st November 2014)
Ms Sue Smailes	Secretary	(from AGM 1 st November 2014)
Mr Malcolm Forster	Treasurer	(from AGM 7 th November 2015)

TRUSTEES

Professor Protasia Torkington	(from AGM on 1 st November 2014)
Mr Richard Zipfel	(from AGM on 7 th November 2015)
Mr Haynes Baptiste	(from AGM on 1 st November 2014 to AGM on 7 th November 2015)
Rev Dr Alfred Banyia	(from AGM on 1 st November 2104)
Professor Bill Chambers	(from AGM on 1 st November 2014)
Kenneth Roberts	(from AGM on 7 th November 2015)
Deacon Joseph Baffour-Awuah	(from 7 th November 2015)

ADVISERS

Mr Tony Lobo, KSG	Emeritus	(from AGM 1 st Nov 2014)
Ms Margaret-Ann Fisken	Emeritus	(from AGM 1 st Nov 2014)

STAFF

Ms Rosie Bairwal	National Co-ordinator	(up to 31 st July 2015)
Ms Gloria Oham	Full-time Administrator	(up to 31 st July 2015)
Ms Charlene Fraser	London Schools Development Officer	(up to 31 st July 2015)
Mr Dale Bradshaw	Liverpool Schools Development Officer	
Ms Gloria Oham	Part-time CARJ Support Officer	(from 1 st August 2015)

OFFICE

9, Henry Road, Manor House, London N4 2LH

Tel: 020 8802 8080 Fax: 020 8211 0808

Email: info@carj.org.co.uk Website: www.carj.co.uk

TRUSTEES' REPORT

INTRODUCTION

The trustees submit their report and independently examined accounts for the period ending 31st March 2015. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in March 2005 in preparing the report and financial statements of the charity.

The charity is governed by a constitution for the new status as a Charitable Incorporated Organisation. The entity was registered on 26th August 2014 and started activity on 1st November when it took over activity from "old CARJ". The aims reflect those of "old CARJ" and the object of the charity still remains to:

Work with people of all backgrounds to eliminate discrimination and promote racial justice and equality of opportunity in the Church and in the wider society of England and Wales for Black and Minority Ethnic (BME) Catholics and others and also to counter political extremism by education and raising awareness of issues.

Organisation and decision making structure

The trustees are shown on page 1 together with the staffing and principal office contact points.

The trustees decide on the policies and strategy for the charity to achieve its object and delegate appropriate responsibilities to staff and to members who voluntarily take on specific areas of responsibility.

Appointment of Trustees

The Trustee President is a bishop appointed by the Catholic Bishops' Conference. Trustees are appointed by the Board or nominated by members of CARJ and subject to approval by the members at the charity's AGM.

Relationships between the charity and related parties and other charities and organisations

The Catholic Association for Racial Justice (CARJ) is an agency of the Catholic Bishops' Conference of England and Wales. CARJ is a member of the Caritas Social Action Network based at Eccleston Square, an umbrella group for organisations involved in social justice, and attends their meetings. This gives CARJ a voice amongst other Catholic organisations within Caritas to highlight and promote our work for racial justice.

Racial Justice Sunday on the 14th September 2014 was the first organised by the Office for Migration Policy of the Bishops' Conference in Eccleston Square. As suspected from the low-key appeal compared to those organised for many years by CARJ, our income has been dramatically reduced. As this is normally the main source of income there were serious financial implications for our staff commitment resulting in redundancy for three of our staff in London on 31st July 2015. The only member of staff that we can now afford is a part time Support Officer for CARJ and Gloria Oham was appointed to this role in August 2015. The next appeal for Racial Justice Sunday was on 15th September 2015 but it has been decided by the Bishops' Conference that future appeals will be on the 3rd Sunday before the start of Lent. In 2016 this fell on the 24th January 2016 and results in two appeals with a gap of just over four months. This last appeal, organised at Eccleston Square, seemed to be an even lower key appeal than the previous two and, as this was on a new date just after Christmas, we are very concerned at how much income this will raise. It is hoped for future appeals members of CARJ will work with those in Eccleston Square to have a much more organised and higher profile appeal for funds for racial justice work in England and Wales.

Meanwhile our commitment has not changed. We are determined that the work of CARJ should continue to grow, deepen and thrive with a need for increased voluntary involvement. The Traveller's Support Network, the Urban Network and the London Schools Project working with young people will continue with particular guidance from our trustee Richard Zipfel. Our work in Liverpool, which has been so successful, still has independent restricted funds and fortunately was not been affected by the decision to change the method of organising the Racial Justice Sunday Appeal.

TRUSTEES' REPORT

Traveller's Support Network

The CARJ Traveller Support Network includes some fifty participants, in different parts of the country, who are working in support of Gypsies, Roma and Travellers. The Network meets regularly, and during this past year we met in April, July and October 2015 and in January 2016. These meetings are an opportunity to share experience and information and to discuss key issues which are of concern to many members of the Network. Key issues and event this year included:

- The 'Operation Traveller Vote' campaign in the run-up to the General and Local Elections in May 2015.
- The Pilgrimage to Rome in October 2015
- A proposal for a National Coordinator for Ministry to Travellers
- Plans for a CARJ Stepping Stones Event on Traveller education in 2017
- The Lammy Review of ethnic minorities and the criminal justice system

In the end, the Pilgrimage to Rome was attended by a sizeable delegation from England & Wales, who reported back that the Pilgrimage had been a very positive experience for all concerned. One issue that emerged during the planning and preparation for the Pilgrimage was the need for a National Coordinator of Ministry to Gypsies and Travellers in England & Wales. The Network spent a number of months discussing this issue and in April 2016 sent a proposal to the Catholic Bishops Conference of England and Wales (CBCEW). Fr Dan Mason has since been appointed to this role.

During the early months of 2016 the Network began discussing the possibility of a 'Stepping Stones' Event focussed on the education of Traveller children. Stepping Stones is an important CARJ education initiative which seeks to address the achievement gap between young people from low income families and those from better off families. This event to discuss the education of Travellers is scheduled to take place in 2017.

During the year, the CARJ Traveller Support Network continued to build better relationships with a few other organisations who share our interests in Travellers. These organisations include the Traveller Movement, the Churches Network for Gypsies, Travellers and Roma (CNGTR) and Caritas Social Action Network (CSAN).

Urban Network

The CARJ Urban Network brings together approximately 125 participants who wish to be involved in the Church's work with poor communities in our inner cities and outer estates. We are committed to the enabling of local people and raising issues of public policy relevant to marginalised communities. We meet two or three times a year and occasionally organise residential retreats. During this past year we held a Retreat in April 2015 and met in September 2015 and January 2016. The Retreat was held at St Mary's Centre, Handsworth on 18-19 April 2015. It was an opportunity for participants to reflect on society in the run-up to a General Election. *On Rock or Sand*, by Archbishop John Sentamu and others, was used as a background text for the Retreat.

The meeting on 10 September 2015, at London University Chaplaincy in Gower Street, included a panel discussion around the theme 'Towards a New Politics'. There was considerable consensus that *Laudato Si* was a good starting point and that a new politics might give more importance to building from the grassroots and including those who tend to be excluded. The meeting also discussed the 'Organisational Workshop' – a method of grassroots organising which began in Brazil and has recently been successfully trialled at Marsh Farm – a poor Estate in Luton.

The meeting on 28 January 2016, also at London University Chaplaincy, asked "How the EU Referendum, Security Concerns and Refugees might impact marginalised communities in the UK". The meeting also discussed the Report of the Commission on Religion & Belief in Public Life which recommended a national conversation on the fundamental values underlying public life.

Work with Schools and Young People

TRUSTEES' REPORT

CARJ works with schools and parishes to support and challenge young people from diverse backgrounds, especially those growing up in marginalised communities. We have a group of CARJ Associates who are available to do occasional work with young people in schools and other contexts. Charlene Fraser has worked regularly with small groups in schools for many years as a member of staff. However due to the financial problems for CARJ she was made redundant on 31st July 2015. Fortunately she has been able to continue her work with the participating schools paying her directly. Suddie Komba Kono and Nicole Moore have responded to invitations from schools for workshops and assemblies.

An important part of CARJ's work with young people is our Stepping Stones Project which attempts to address the persistent gap in achievement between those from poor backgrounds and those from more well off backgrounds. Suddie Komba-Kono organised a Stepping Stones Event at Leeds Trinity University in June 2015. Marcus Duran is currently planning two Stepping Stones Events. One will take place at St Brendan's College in Bristol and the other will focus on Traveller children.

Training

Over recent years, CARJ has been offering residential training courses in Leadership for Catholics who might wish to be involved in working for a more just, more equal and more cooperative society. In September 2015, we organised a Racial Justice Workshop for Seminarians at Allen Hall.

Public Issues

In late 2015, CARJ issued a public statement relating to the *Housing & Planning Bill 2015* and its impact on Gypsies and Travellers. The Bill contained provisions which would remove the requirement on local authorities to carry out Gypsy and Traveller 'Accommodation Needs Assessments'.

In late 2015, the Prime Minister asked Louise Casey to conduct a review of "*opportunity and integration in some of our most isolated communities*". In December 2015, CARJ made a submission to the *Casey Review* which highlighted the potential tension between programmes to counter extremism and those which attempt to promote cohesion. We also pointed out that Churches and Faith Communities can play an important role in helping local residents meet their neighbours, fostering mutual support and developing local leaders to be an enabling presence in the neighbourhood. Churches and Faith Communities can also be a base for English language courses, credit unions, advice services, etc. Schools, including Faith Schools, have a very important role to play in offering every young person an education and the opportunities that come with education.

In January 2016, the Prime Minister established the *Lammy Review* to look again at the "*over-representation of Black and Minority Ethnic communities in the criminal justice system*". CARJ began working with CSAN on a joint submission which would include urging the Review to include Gypsy Roma and Traveller communities as a priority. On 17 June 2016, CARJ made a Joint Submission with CSAN to the Lammy Review.

CARJ Liverpool Branch Report

Governance

This has been a good year for CARJ Liverpool. The governance of the Liverpool Committee has been strengthened and now comprises 7 members with a wide range of experience and expertise in the world of education (pre-school, school, further education and university teachers, professors and governors and an OFSTED Inspector). Regular quarterly meetings are held. During the year Dale Bradshaw continued to manage general activities, Mel Birkett continues to lead the Gospel Choir, Alan Heaton retired and Louise McVey was appointed as a part time instrumental music teacher. Our Belvidere project now has 4 volunteers helping with our work (see below details of the Belvidere project work)

CARJ Circle of Voices Gospel Choir

TRUSTEES' REPORT

The choir, now in its 3rd year, continues to grow in popularity and now has 78 members from Year 3-6 and has an extensive waiting list at both St Hugh's and St Clare's primary schools. Such is the success of the choir that each school that puts choristers forward now contributes financially to the choir thus extending the life of the project. New amplification equipment has been purchased which enhances the audibility of the choir in larger venues (although given the enthusiasm of the children this is hardly needed!)

The choir is in increasing demand and performs regularly at locations across the city including its annual appearances at the Anglican Cathedral, at the Museum of Liverpool, for Old Age Pensioners at Wavertree Town Hall, for hospital funds at the Royal Liverpool Hospital and for ASDA Charities outside their stores. Future performances include several Christmas concerts for a variety of charities including the Brain Charity. We are still hopeful of performing in London in 2017 possibly at Southwark Cathedral.

Throughout the year an in-depth evaluation was carried out of the Gospel Choir Project by the Liverpool governors and its results presented at an international conference in Pilsen Czech Republic. The evaluation of Circle of Voices was published and widely circulated across the church, educational and musical world. Copies are available from the CARJ Office.

The Belvidere Family Centre Project.

The Belvidere Centre provides accommodation for homeless mothers and children. Families are from London and Liverpool as well as Ethiopia, Portugal, Sudan, Syria, Eritrea and Iraq. The centre caters for up to 16 family units with a maximum of 80 people at any one time. The average duration of stay is 15 weeks and over the 4 years that it has been in operation, the Belvidere project has provided refuge for 338 families suffering from physical, mental, race hate, domestic violence and debt trauma.

CARJ runs an Afterschool homework club with two sessions per week on Mondays and Wednesdays. Class groups have increased in size to 10-18 in number and 90% of the children are none English speaking. There are two groups, under 10 year olds and for those over 10 years in age. Dale and 4 volunteers have undertaken a Teaching English as a Foreign Language (TEFL) qualification. All have passed the qualification, attaining the highest pass mark of outstanding. The qualification and its course content will help to provide a much improved service in the light of the increased numbers of none English speaking children at the project.

During the summer, CARJ organised a series of summer activities for the children at the project.

Given the Belvidere Project is now into its second year the Liverpool Branch is in the midst of a thorough evaluation which will be published around Easter 2017.

Yates Court Homeless Centre

Such has been the success of the Belvidere Project that the Whitechapel Centre (which runs the Belvidere Centre) has asked CARJ Liverpool to open another Afterschool project at its Yates Court Homeless Centre. This will start in mid-summer 2016 with the 5-10 year olds attending once a week on a Tuesday and is likely to be well attended. The group will be all English speaking and of mixed ethnicities.

CARJ Duke of Edinburgh's Award

During the year, Dale gained accreditation and funding from the Duke of Edinburgh's Award Scheme for a CARJ related Department of Education Award Scheme. Unfortunately several secondary schools having expressed an interest in participating in the project, have failed to follow up their interest. So the initiative is currently on hold and is likely to be replaced by an Art Project in 2016-7.

TRUSTEES' REPORT

CARJ envisions a Church and a society that affirm, value, respect and celebrate the equality and dignity of all God's people and an appreciation of its work is shown by the variety of activities.

REVIEW OF THE TRANSACTIONS AND FINANCIAL POSITION

The main source of income for CARJ is the Racial Justice Sunday collections but, as explained earlier in the report, the income has dramatically reduced due to changes in the appeal mechanism resulting in the need to make staff redundant. This financial year the income from two appeals in September 2014 and 2015 amounted to £42, 424.64. The average annual income over the previous 14 years from appeals up to September 2013 was over £110,700 when they were organised by CARJ. Unfortunately the income from religious orders has also reduced mainly due to the financial situation for many at present. During the year CARJ obtained a grant of £5,000 to support our work for the Traveller's Network, Urban Network and the London Schools Project.

Expenditure for the year in London was over £90,000, approximately £12,000 on the London Schools Project. Over £57,000 was in staff salaries including redundancy pay for two staff. This will greatly reduce now we only have one part time member of staff. The running costs of CARJ in London for the 12 months was approximately £33,000 but this will decrease next financial year as well so that we should now be able to operate on an annual income of about £50,000.

THE CHARITY'S POLICIES

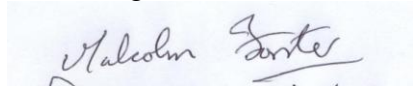
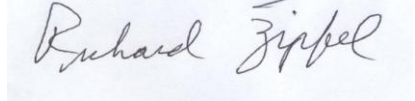
Reserves policy

The charity's main source of unrestricted income is the Racial Justice Sunday collections. In order to underpin the planning, the charity needs to hold upwards of six month's running costs in reserves. Reserves will now be lowest in January and February so we plan to have at least £40,000 in reserves at that time.

Risk management

The trustees have conducted a review to identify the major risks to which the charity is exposed and systems have been established to mitigate those risks. In order to address the external risks relating to funding the trustees have developed a strategic plan that seeks to diversify the funding base. Internal risks are minimised by the implementation of guidelines for the authorisation of transactions and the delivery of projects to ensure a high standard of performance for all the operational aspects of the charity.

The Board approved this report on Saturday 28th January 2017 and signed by two trustees

<u>Signatures</u>	<u>Name</u>	<u>Position</u>
	Mr Malcolm Forster	Treasurer
	Mr Richard Zipfel	Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE CATHOLIC ASSOCIATION FOR RACIAL JUSTICE

I report on the accounts of the charity for the period ending 31st March 2016, which are set in the next pages.

This report is made solely to the trustees, as a body, in accordance with section 149 and the regulations made under section 154 of the Charities Act 2011 (the Act). My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees, as a body, for my work, for this report, or for the opinions I have formed.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under section 144(2) of the Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Act;
- to follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145(5) of the Act; and
- to state whether particular matters have come to my attention.

Basis of the independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those of the records. It also includes consideration of any unusual items or disclosures in the accounts, and seeks explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair" view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention,

(1) which gives me reasonable cause to believe that in any material respect, the requirements:

- to keep accounting records accordance with section 130 of the Act; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act;

have not been met, or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

S. Banerjee BSc (Econ) ACA
61 Osier Crescent,
London
N10 1QS



Date: Tuesday 28th February 2017

Catholic Association for Racial Justice Statement of financial activities period ending 31st March 2016

		12 months	12 months	12 months	5 months	5 months	5 months
		Period end	Period end	Period end	Period end	Period end	Period end
		31.03.16	31.03.16	31.03.16	31.03.15	31.03.15	31.03.15
		Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
		Funds (£)	Funds (£)	Funds (£)	Funds (£)	Funds (£)	Funds (£)
INCOME							
Donations	Notes						
Racial Justice Sunday Appeal - 2014		17,834.28	-	17,834.28	30,634.59	-	30,634.59
Racial Justice Sunday Appeal - 2015		24,590.36	-	24,590.36	-	-	-
Religious Orders		1,242.00	-	1,242.00	1,467.41	-	1,467.41
Individuals, Parishes, Schools, Events etc.		214.00	-	214.00	30,540.95	-	30,540.95
Members' Subscriptions		297.00	-	297.00	966.00	-	966.00
Cheques not cleared for over 2 years cancelled		155.35	-	155.35	155.65	-	155.65
		<u>44,332.99</u>		<u>44,332.99</u>	<u>63,764.60</u>		<u>63,764.60</u>
Income from charitable activities							
London Schools Project		-	3,000.00	3,000.00	-	17,500.00	17,500.00
Liverpool Schools Project		-	13,601.16	13,601.16	-	1,869.00	1,869.00
Grant for Traveller's & Urban Networks & LSP		-	5,000.00	5,000.00	-	-	-
Urban Network Retreat income		260.00	-	260.00	-	-	-
Current account interest		160.08	-	160.08	135.65	-	135.65
Deposit account interest		152.07	-	152.07	75.36	-	75.36
		<u>572.15</u>	<u>21,601.16</u>	<u>22,173.31</u>	<u>211.01</u>	<u>19,369.00</u>	<u>19,580.01</u>
TOTAL INCOME		<u>44,905.14</u>	<u>21,601.16</u>	<u>66,506.30</u>	<u>63,975.61</u>	<u>19,369.00</u>	<u>83,344.61</u>
EXPENDITURE							
Expenditure on charitable activities							
Staff costs for CARJ / London Schools Project	2	49,101.87	8,119.74	57,221.61	17,793.00	6,045.25	23,838.25
Staff costs for Liverpool Schools Project		-	10,487.72	10,487.72	-	6,180.90	6,180.90
Consultant fees for CARJ / London Project		75.00	3,300.00	3,375.00	-	5,250.00	5,250.00
Liverpool consultancy fees			5,390.00	5,390.00	-	3,360.00	3,360.00
Expenses CARJ / London Schools Project		826.15	311.78	1,137.93	175.67	23.00	198.67
London Schools Project meeting expenses		-	249.04	249.04	-	295.70	295.70
Liverpool Schools Project running costs		-	2,252.13	2,252.13	-	1,152.10	1,152.10
Legal fees		714.00	-	714.00	4,020.00	-	4,020.00
Conference fees and Training		289.06	-	289.06	-	-	-
Pilgrimages		337.96	-	337.96	-	-	-
Other Initiatives, Projects and Presentations	3	2,484.28	-	2,484.28	2,580.65	-	2,580.65
Adjustment for cancelled debt & liabilities		7,364.81	-	7,364.81	-	-	-
Office rent and rates		7,138.63	-	7,138.63	2,900.00	-	2,900.00
CARJ meetings		2,606.54	-	2,606.54	858.95	-	858.95
Administrative costs	4	7,310.01	-	7,310.01	5,378.51	-	5,378.51
TOTAL EXPENDITURE		<u>78,248.31</u>	<u>30,110.41</u>	<u>108,358.72</u>	<u>41,206.78</u>	<u>22,306.95</u>	<u>63,513.73</u>
Net (outgoing) / incoming resources		(33,343.17)	(8,509.25)	(41,852.42)	22,768.83	(2,937.95)	19,830.88
Funds at beginning of the year on 1st April		178,076.45	83,661.29	261,737.74	155,307.62	86,599.24	241,906.86
Funds at end of the year on 31st March		<u>144,733.28</u>	<u>75,152.04</u>	<u>219,885.32</u>	<u>178,076.45</u>	<u>83,661.29</u>	<u>261,737.74</u>
Restricted funds for London Schools Project	6		(17,534.96)	-		(8,554.40)	-
Restricted funds Liverpool Schools Project	6		66,772.57	66,772.57		70,501.26	70,501.26
Restricted funds for Liverpool Music Project	6		20,914.43	20,914.43		21,714.43	21,714.43
Restricted funds for CARJ	6		5,000.00	5,000.00			-
Unrestricted funds for CARJ	6			127,198.32			169,522.05

CATHOLIC ASSOCIATION FOR RACIAL JUSTICE

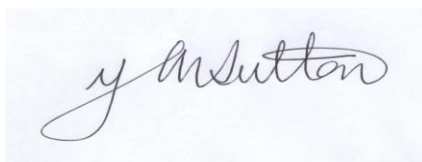
BALANCE SHEET

Period ending 31st March 2016

	31 March 2016 £	31 March 2016 £	31 March 2015 £	31 March 2015 £
CURRENT ASSETS				
COIF Charities Deposit Fund	33,795.84		33,643.77	
CARJ Lloyds Current Account	25,485.40		96,322.64	
CARJ HSBC Current Account	72,424.45		47,364.29	
Liverpool Lloyds Current Account	41,532.32		58,814.11	
Liverpool HSBC Current Account	10,000.00		10,000.00	
Liverpool Nat West Account	17,230.25		12,601.38	
Liverpool Music Account	20,914.43		21,714.43	
Cancelled liabilities agreed	155.35			
Cash in Hand	191.85		65.15	
	<u>221,729.89</u>		<u>280,525.77</u>	
DEBTORS				
Overpaid Tax and NIC to HMRC	2,123.81		1,127.12	
		<u>223,853.70</u>		<u>281,652.89</u>
LIABILITIES				
Uncashed cheques (CARJ)	1,820.63		14,487.05	
Uncashed cheques (London Project)	--		2,047.10	
Liabilities (CARJ)	157.75		1,479.45	
Liabilities (London Project)	--		115.70	
Liabilities (Liverpool Project)	1,990.00		1,440.00	
Old uncashed cheques and liabilities	--		345.85	
	<u>3,968.38</u>		<u>19,915.15</u>	
NET ASSETS		<u>219,885.32</u>		<u>261,737.74</u>
REPRESENTED BY:				
General unrestricted CARJ Funds	6	127,198.32		169,522.05
Restricted Funds (CARJ)	6	5,000.00		--
Restricted Funds (Liverpool Project)	6	66,772.57		70,501.26
Restricted Funds (Liverpool Music)	6	20,914.43		21,714.43
TOTAL CHARITY FUNDS		<u>219,885.32</u>		<u>261,737.74</u>

The Trustees approved these financial statements on Saturday 28th January 2017 and were signed on their behalf by

Mrs Yogi Sutton



Chairperson

NOTES TO THE ACCOUNTS

Period ending 31st March 2016

1. ACCOUNTING POLICIES

Basis of accounting

These accounts have been prepared in accordance with:
Financial Reporting Standard 102 and the Charities SORP (2015)

Accounting convention

The financial statements are prepared under the historic cost convention.

Fund accounting

The charity maintains two types of fund:

Restricted funds

Restricted funds represent grants and donations received which the donors allocate for specific purposes

Unrestricted funds

General funds represent income, which is expendable at the discretion of the Trustees in furtherance of the object of the charity.

Income

All income is accounted for on an accruals basis except for receipts of a voluntary nature, which are recognised as income as received.

Allocation of resources expended

Resources expended are allocated between 'cost of generating funds', 'charitable expenditure' and 'management and administration' on the basis of direct allocation where possible and an apportionment based on staff costs where applicable.

Expenditure

Expenditure is accounted for on an accruals basis and includes irrecoverable value added tax.

Tangible Fixed Assets

Tangible fixed assets of item value over £1,000 are stated at cost less depreciation, which is provided on at a fixed percentage of the net book value. Items costing £1,000 or less are written off as an expense.

The percentages applied to items over £1,000 are:

Office Equipment - 25% for the first 3 years then written off.

Furniture & Fixtures - 25% for the first 3 years then written off.

CATHOLIC ASSOCIATION FOR RACIAL JUSTICE

NOTES TO THE ACCOUNTS

Period ending 31st March 2016

2. STAFF COSTS

	2015-16 £	2015-16 £	2015-16 £	2014-15 £	2014-15 £	2014-15 £
	CARJ Funds	London Project	Liverpool Project	CARJ	London Project	Liverpool Project
Salaries	33,905.96	8,119.74	10,487.72	22,832.45	5,714.15	5,833.35
National Insurance	14,655.91		--	2,235.55	331.10	347.55
Pensions	--		--	--	--	--
Salary processing costs	540.00		--	225.00	--	--
	<u>49,101.87</u>	<u>8,119.74</u>	<u>10,487.72</u>	<u>25,293.00</u>	<u>6,045.25</u>	<u>6,180.90</u>
Total for the period		<u>67,709.33</u>			<u>37,519.15</u>	
		in 12 months			in 5 months	
Analysed as:						
Cost of generating income	4,900.00			2,500.00	--	--
Charitable expenditure	34,401.87	8,119.74	10,487.72	17,793.00	6,045.25	6,180.90
Governance	9,800.00			5,000.00	--	--
	<u>49,101.87</u>	<u>8,119.74</u>	<u>10,487.72</u>	<u>25,293.00</u>	<u>6,045.25</u>	<u>6,180.90</u>

3. OTHER INITIATIVES, PROJECTS AND PRESENTATIONS

Initiatives and Projects	12 months 2015 - 2016	5 months 2014 - 2015
	£	£
Project to support Travellers and Gypsies	108.20	--
CARJ AGM and membership meeting	220.00	--
Meetings to support "Voice of Dalits International" (VODI)	--	67.35
Support for VODI "Leadership for Change" course at Maryvale	308.52	2,130.00
Stepping Stones Schools Initiative	820.06	21.70
Support and meetings for Urban Network	1,027.50	361.60
	<u>2,484.28</u>	<u>2,580.65</u>

4. ADMINISTRATIVE COSTS

	12 months 2015 - 2016	5 months 2014 - 2015
	£	£
Postage	267.61	--
Stationary and Office Expenses	388.23	260.05
Printing and production of Annual Report	--	2,033.78
Advertising	190.00	--
Telephone, fax and internet communications	1,821.29	566.58
Office equipment rental	302.92	151.46
Insurance	146.97	--
Cleaning Services	1,620.00	630.00
Website management	863.87	730.67
Subscriptions	740.00	134.99
Independent examiner's fee	750.00	750.00
Bank service charges	216.82	118.68
Sundry Costs	2.30	2.30
	<u>7,310.01</u>	<u>5,378.51</u>

CATHOLIC ASSOCIATION FOR RACIAL JUSTICE

NOTES TO THE ACCOUNTS

Period ending 31st March 2016

5. TRUSTEE EXPENSES

	12 months: April 2015 – March 2016	5 months; Nov 2014 – March 2015
	£	£
Number of trustees who were paid expenses	6	6
Reimbursement of expenses	2,468.33	648.05

Out of the 10 trustees, Bishop Patrick Lynch, Nikki Petch, Haynes Baptiste and Rev Dr Alfred Banya claimed no expenses. These four live in the London area as does the Chairperson Yogi Sutton and Richard Zipfel. However the Secretary lives in Bristol, the Treasurer lives in Southampton and the last two trustees live in Liverpool. The £2,468.33 is entirely travel expenses incurred by trustees in their work for CARJ and attending meetings including one in Leeds for promoting the “Stepping Stones” initiative and in Birmingham for planning the “Leadership for Social Change” training project. Most were CARJ Trustees meetings with some for the treasurer to check accounts in the London office. There were many more meetings in this period than usual due to the redundancies that were forced on the organisation as a result of the considerable decrease in our income.

6. MOVEMENT AND DETAILS OF RESTRICTED FUNDS

	Balance 1 st April 2015 £	Income £	Expenditure £	Balance 31 st March 2016 £
London Schools Lloyds account	(8,554.40)	3,000.00	(11,980.56)	(17,534.96)
CARJ funds for Traveller’s and Urban Networks and London Schools Project	0.00	5,000.00	0.00	5,000.00
Liverpool Lloyds London account	47,899.88	7,520.16	(15,877.72)	39,542.32
Liverpool HSBC London account	10,000.00	0.00	0.00	10,000.00
Liverpool Nat West Liverpool account	<u>12,601.38</u>	<u>6,081.00</u>	<u>(1,452.13)</u>	<u>17,230.25</u>
Totals for Liverpool Project:	<u>70,501.26</u>	<u>13,601.16</u>	<u>(17,329.85)</u>	<u>66,772.57</u>
Liverpool Music Project Fund	21,714.43	0.00	800.00	20,914.43

The £ 3,000 income for the London Schools Lloyds account was from participating schools.

The new Liverpool HSBC account in London, opened in the previous financial period due to convenience of a branch close to the CARJ office in Manor House, had no activity. The Liverpool Schools Project was able to raise over £ 6,000 locally for their Nat West account possibly due to the raised awareness from the recent organised Youth Congress in Liverpool. The income in the Liverpool Lloyds account in London of £ 7,520.16 was the remaining liability from £ 9,474.23 owed to CARJ after a payment of £ 1,954.07 cleared on 15th May 2015, that was cancelled. The total expenditure of £ 17,329.85 is the lowest for many years following the expenses incurred in the previous 12 months when the Youth Congress was organised.