

**HIFZUL QURAN AND ISLAMIC EDUCATION CENTRE**

**Charity Registration Number: 1017772**

**Company Registration Number : 02790595**

**REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 OCTOBER 2020**

**REPORTING ACCOUNTANTS:  
AM ACCOUNTANCY SERVICES  
43 BEN JONSON ROAD  
LONDON E1 4SA  
TEL: 020 7790 6111**

**HIFZUL QURAN AND ISLAMIC EDUCATION CENTRE**  
FOR THE YEAR ENDED 31 OCTOBER 2020

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**HIFZUL QURAN AND ISLAMIC EDUCATION CENTRE**  
FOR THE YEAR ENDED 31 OCTOBER 2020

**MANAGEMENT COMMITTEE**

**CHAIR PERSON** Mohammed Abdus Subhan  
**GENERAL SECRETARY** Dr Mohammed Kashim Bin Subhan  
**TREASURER** Hafiz Oliur Rahman Choudhury  
**ADDRESS** 304 Burdett Road  
London  
E14 7DQ

**BANKER** BARCLAYS BANK PLC

**INDEPENDENT EXAMINER** AM ACCOUNTANCY SERVICES  
43 BEN JONSON ROAD  
LONDON E1 4SA  
TEL: 020 7790 6111

**Charity's Trustees:**

Mohammed Abdus Subhan  
Fateha Subhan Begum  
Momtaz Begum  
Dr Mohammed Kashim Bin Subhan  
Hafiz Oliur Rahman Choudhury

# HIFZUL QURAN AND ISLAMIC EDUCATION CENTRE

REPORT OF THE EXECUTIVE COMMITTEE  
FOR THE YEAR ENDED 31 OCTOBER 2020

The trustees present their report and financial statements for the year ended 31 October 2020

The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) Accounting and Reporting by Charities issued in 2005 in preparing the annual report and financial statements of the Charity.

## **Legal Status:**

Company: Limited by guarantee, company number: 02790595

Charity: Registered with the Charity Commission, Charity Number: 1017772

## **Objects, Principal Activities and Organisation of the Charity**

The Charity is constituted as a company limited by guarantee, and is therefore governed by a memorandum and articles of association. AND

The Charity's objects are for the benefit of the inhabitants of London Borough of Tower Hamlets, and in particular members of the Muslim Minority Ethnic Communities but exclusively who are in hardship by:

To advance the Islamic faith for the benefits of the public in Tower Hamlets in particular but not exclusively by the provision of a Mosque and Education and Education and cultural centre

Hifzul Quran and Islamic Education Centre helps families living in Tower Hamlets, from a wide range of backgrounds, especially those on low income or facing other forms of cultural or social disadvantage to become independent, and to access services which can help them to develop skills, with a great importance on supporting the needs of Bangladeshi families and promoting social cohesion within the wider community.

2: Advances the Islamic faith and advance education of the general public in London by;

(i) Establishing classes that supports children to help themselves to develop confidence, and gain true understanding of the Quran and Sunnah and help them fulfil their roles as children, as a member of the community and most importantly as an individual.

3: Helps children preserve both their religious and cultural identity in order to become model citizens and to work in partnership with parents and the local authority to share responsibilities in order to educate and teach them cultural values and maintain their identity.

# HIFZUL QURAN AND ISLAMIC EDUCATION CENTRE

## REPORT OF THE EXECUTIVE COMMITTEE

FOR THE YEAR ENDED 31 OCTOBER 2020

4: To learn and adopt good manners to excel by preventing young children from negative influence and encourage them to focus on their education and making a difference in the community/society.

5: Providing the provision of places of worship; raising awareness and understanding of religious beliefs and practices; carrying out religious devotional acts; carrying out missionary and outreach work.

### **Organisation:**

A Management Committee, the members of which are both directors and trustees manages the affairs of the company and charity.

The Management Committee manages the business of the company and charity including the paying of all expenses.

### **Directors and shareholding**

The directors do not have any shares in the company, the company being limited by guarantee. There was a change in the directorship of the company during the year under consideration

### **Trustees:**

Trustees, who are all members of the executive committee, and who served during the year are set out on page 3.

The trustees are elected at the Annual General Meeting, for membership of the Executive Committee and serve until the end of the next Annual General Meeting, where they can stand for re-election as members of the new Executive Committee.

### **Directors' / Trustees responsibilities in relation to the financial statements**

The directors are required by company law to prepare financial statements for each financial year which give a true and fair view of the financial activities of the charity and of its financial position at the end of that year. In preparing those financial statements the directors are required to:

The Trustees are responsible for preparing the Trustees Annual Report and the Financial Statements in accordance with applicable law and regulations and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). The law applicable to charities in England and Wales 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 charity and of the incoming resources and application of resources of the charity for that period. In preparing these Financial Statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and accounting estimates that are reasonable and prudent;
- Prepare the Financial Statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation

The Directors / Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the Financial Statements comply with the Charities Act 2011.

The Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities

## **VOLUNTEERS:**

The Trustees wish to record their appreciation on behalf of the Charity and community for the volunteers who assist in the smooth running of the Charity and are critical in helping to keep the running costs down

## **RISK REVIEW:**

The Trustees have conducted their own review of the major risks to which the Charity is exposed and steps have been initiated to minimise the identified risks. All functions of the Charity are subjected to periodic review resulting in a process of ongoing improvement.

All staff and volunteers are trained and have all the required statutory and regulatory clearances required.

## **SERIOUS INCIDENTS AND EXCEPTIONS:**

The Trustees are pleased to note, that there were no incidents which gave rise to the need for the Trustees to lodge a Serious Incident Report with the Charity Commission. Furthermore, there were no Exceptions recorded and which gave rise to the need for the Trustees to record on the Charity's Exceptions' Register.

## **RELATED PARTY TRANSACTIONS:**

During the year the Charity was under the control of Trustees and Management Committee members as listed above.

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

## **INDEPENDENT EXAMINER**

According to the provisions of the Charities Act 1993, the Committee has agreed that an audit is not required for this financial year. However due to provisions of the same act an independent examiner is required and AM Accountancy Services appointed as external Accountant or Independent Examiner.

## **Transaction and Financial Position**

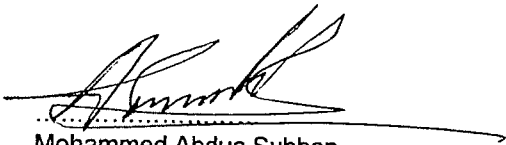
The Statement of Financial Activities shows net loss for the year of £36975 and our accumulated funds stand at £191485 in total.

AM Accountancy Services carried out an independent examination of the accounts included in the report.

This report, which has been prepared in accordance with the Statement of Recommended Practice (SORP) Accounting and Reporting by Charities issued in 2005.

## **Approved by the trustees and signed on its behalf by**

This report was approved by the Executive Committee on and signed on their behalf.



Mohammed Abdus Subhan  
(Chair person)  
Date: 28/08/2021

.....  
Dr Mohammed Kashim Bin Subhan  
(General Secretary)  
Date: 28/08/2021

**Accountants' Report**

**To the Trustees of  
HIFZUL QURAN AND ISLAMIC EDUCATION CENTRE  
FOR THE YEAR ENDED 31 OCTOBER 2020**

We report on the accounts for the year ended 31 October 2020 set out on pages 8 to 12 which have been prepared under the historical cost convention and the accounting policies set out in note 1 to the financial statements.

**Respective Responsibilities of Trustees and Accountants**

As described on page 5 the trustees are responsible for the preparation of the financial statements, and they consider that the trust is exempt from an audit. It is our responsibility to carry out procedures designed to enable us to report our opinion to you.

**Basis of Opinion**

We conducted our work in accordance with the Statement of Standards for Reporting Accountants, and so our procedures consisted of comparing the accounts with the accounting records kept by the charity, and making such limited enquiries of the trustees and officers as we considered necessary for the purpose of this report. These procedures provide only the assurance expressed in our opinion.

**Opinion**

In our opinion:

- (a) The accounts are in agreement with the accounting records kept by the charity under the requirements of the Statement of Recommended Practice – Accounting and Reporting by Charities;
- (b) Having regard only to, and on the basis of, the information contained in those accounts:
  - (1) The accounts have been drawn up in a manner consistent with the accounting requirements specified the Statement of Recommended Practice – Accounting and Reporting by Charities, and
  - (2) The charity satisfied the conditions for the exemption from an audit of the accounts for the year specified in the Charities Act.
  - (3) This unaudited Account we have prepared in accordance with the figure, information and explanation we have received from the management of the current committee.

*AM ACCOUNTANCY SERVICES*

AM ACCOUNTANCY SERVICES  
43 BEN JONSON ROAD  
LONDON E1 4SA

AM Accountancy Services  
43 Ben Jonson Road  
London E1 4SA  
Tel: 020 7790 6111

Date: 30/08/2021

**HIFZUL QURAN AND ISLAMIC EDUCATION CENTRE**  
**Statement of Financial Activities (Income & Expense Statement)**  
**FOR THE YEAR ENDED 31 OCTOBER 2020**

Notes	Unrestricted £	Restricted £	2020 Total £	2019 Total £
<b>Incoming Resources</b>				
JRS Grant		2,435	2,435	0
Membership fees				
LBTH Grant	25,000		25,000	
Parents Contribution (Madrasa)				
All Other General Donations	14,381		14,381	20,446
Donations Via Gift Aid & Just Giving				
Rental Income	32,000		32,000	3,750
<b>Total Incoming Resources</b>	<b>71,381</b>	<b>2,435</b>	<b>73,816</b>	<b>24,196</b>
<b>Resources Expended</b>				
<b>Direct Charitable Expenditure</b>				
Printing, postage, stationery & Advertisement	545		545	1,002
Telephone, fax and photocopies	1,275		1,275	930
Rates and Water	992		992	1,026
Light, Heat and Water	1,768		1,768	2,945
Other Finance Charges Mortgage Interest	17,444		17,444	16,821
Refreshments	68		68	65
Cleaning	481		481	1,473
Wages and Volunteer expenses	5,675	2,435	8,110	10,296
Events and activities (Project Costs)			0	0
<b>Direct charitable expenditure</b>	<b>28,248</b>	<b>2,435</b>	<b>30,683</b>	<b>34,558</b>
<b>Management &amp; Administration Expenses:</b>				
Accountancy	600		600	400
Legal and Professional	3,350		3,350	1,990
Just giving fees	0		0	
Staff Training	0		0	0
Insurance	555		555	555
Building Insurance	0		0	0
Travell Expense	910		910	1,145
Depreciation	221		221	246
Bank Charges	277		277	445
Repairs	245		245	6,216
<b>Management &amp; Administration Expenses:</b>	<b>6,158</b>		<b>6,158</b>	<b>10,997</b>
<b>Total Resources Expended</b>	<b>34,406</b>	<b>2,435</b>	<b>36,841</b>	<b>45,555</b>
<b>Net Incoming Resources / (resources expended)</b>	<b>36,975</b>	<b>0</b>	<b>36,975</b>	<b>-21,359</b>
<b>Net Movement funds for the period:</b>	<b>36,975</b>	<b>0</b>	<b>36,975</b>	
<b>Total Funds Brought forward</b>	<b>175,869</b>		<b>154,510</b>	
<b>Balance at 31 January 2020</b>			<b>191,485</b>	<b>154,510</b>

# HIFZUL QURAN AND ISLAMIC EDUCATION CENTRE

## Summary Income and Expenditure Account FOR THE YEAR ENDED 31 OCTOBER 2020

	Notes	2019 £
Income		
Total expenditure		73,816
Net Surplus (Deficit) for the financial year		<u>36,841</u>
		<u>36,975</u>

There were no recognised gains other than those included in the Income and Expenditure Account for current year.


# HIFZUL QURAN AND ISLAMIC EDUCATION CENTRE

## Statement of Assets & Liabilities ( Balance Sheet)

As at 31 October 2020

	NOTE	2020		2019	
		£	£		
<b>Fixed Assets</b>					
Fixture, Fittings and Equipments	2	405,601		405,822	
Freehold Property		537,471		537,471	
			943,072		943,293
<b>Current Assets</b>					
Cash at Bank & in Hand		29,623		5291	
		29,623		5291	
<b>Current Liabilities</b>					
Amount falling due to one year					
Accruals	4	1,300		1084	
Qurze Hasana ( Interest Free Loan)	5	156,041		169,121	
		157,341		170,205	
<b>NET CURRENT ASSETS / (LIABILITIES)</b>			- 127,718		-164,914
Amount falling due more than one year					
Mortgage			- 623,869		-623,869
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<u>191,485</u>		<u>154,510</u>
<b>FUNDS: Brought Forward</b>	6		154,510		129,335
Excess/(Deficit) of income over expenditure			36,975		25,175
<b>Total Funds</b>			<u>191,485</u>		<u>154,510</u>

The financial statements were approved by the Executive Committee and signed on their behalf:

  
Mohammed Abdus Subhan  
(Chair person)

.....  
Dr Mohammed Kashim Bin Subhan  
(General Secretary)

.....  
Hafiz Oliur Rahman Choudhury  
(Treasurer)

Date: 28/08/2021

Date:

Date:

The Notes on pages 10 to 12 form part of the financial statements.

**HIFZUL QURAN AND ISLAMIC EDUCATION CENTRE**  
**FOR THE YEAR ENDED 31 OCTOBER 2020**  
**NOTES TO THE ACCOUNTS**

**1. ACCOUNTING POLICIES**

**a. Basis of Accounting**

Basis of accounting The Financial Statements have been prepared under the historical cost convention, as modified by the revaluation of certain fixed assets and investments measured at market value.

The Financial Statements have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015), and the requirements of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015) (SORP 2015).

**b. Grants**

Revenue grants are credited to the Income and Expenditure account on a receivable basis.

**c. Donations**

Donation are recorded on a receipt basis.

**d. Incoming Resources**

Voluntary income and donations are included in incoming resources when they are receivable, except when the donors specify that they must be used in future accounting periods or donors' conditions have not been fulfilled, then the income is deferred. The income from fundraising ventures is shown gross, with the associated costs included in fundraising costs.

**e. Resources Expended**

Resources expended are included in the Statement of Financial Activities on accruals basis, inclusive of any VAT that cannot be recovered.

Expenditure that is directly attributable to specific activities has been included in these cost categories. Where costs are attributable to more than one activity, they have been apportioned across the cost categories on a basis consistent with the use of those resources.

**f. Going Concern Basis**

The financial statements have been prepared on the going concern basis, as in the opinion of the trustees, there are no issues arising which would suggest any other basis as being more appropriate.

**g. Administration Costs**

Administration expenditure includes all expenditure not directly related to the charitable activity.

**h. Depreciation:**

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Fixture, Fitting and Equipment	10 % on Reducing Balance method
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# HIFZUL QURAN AND ISLAMIC EDUCATION CENTRE

FOR THE YEAR ENDED 31 OCTOBER 2020

## NOTES TO THE ACCOUNTS

### 2. FIXED ASSETS

<u>COST</u>	Fixtures, fittings & Improvements	Building and Construction	Freehold Property	Total
	£	£	£	£
At 01 November 2019		-	-	-
Balance Brought Forward	2,210	403,612	537,471	943,293
Additions	-	-	-	-
At 31 October 2020	<u>2,210</u>	<u>403,612</u>	<u>537,471</u>	<u>943,293</u>
 <u>DEPRECIATION</u>				
At 01 November 2019	-	-	-	-
Charge for the year	221	-	-	221
At 31 October 2020	<u>221</u>	<u>-</u>	<u>-</u>	<u>221</u>
 <u>NET BOOK VALUE</u>				
At 01 November 2019	2,210	-	-	-
At 31 October 2020	<u>1,989</u>	<u>403,612</u>	<u>537,471</u>	<u>943,072</u>

### 3. Net Surplus of the Financial Year

The excess of expenditure over income is stated after charging:

	2020 £
Accountants' remuneration	600
Depreciation	<u>221</u>

### 4. Creditors and Accruals

Telephone	325
Electricity	375
Accountancy	600
	<u>1,300</u>

### 5 Qurze Hasana ( Interest Free Loan)

Balance B/F	169,121
Paid during the year	18,080
New amount taken	5,000
Balance C/F	<u>156,041</u>

### 6

	£
Balance at 31 October 2019	154,510
Balance at 1 November 2019	<u>154,510</u>
Excess/ (Deficit) of Income over Expenditure	36,975
<b>Balance at 31 October 2020</b>	<u><b>191,485</b></u>