

**BAITUL AMAN MOSQUE AND CULTURAL CENTRE LIMITED**

**COMPANY REGISTERED NO: 03278247**

**CHARITY REGISTERED NO: 1093925**

**101 Braintree Street**

**London**

**England**

**E2 0FT**

**STATEMENT OF FINANCIAL ACTIVITIES**

**FOR THE YEAR ENDED 30 NOVEMBER 2022**

**MHC ACCOUNTANTS LTD**

Chartered Accountants

22 Cavell Street, London E1 2HP

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## **BAITUL AMAN MOSQUE AND CULTURAL CENTRE LIMITED**

<b><u>Contents</u></b>	<b><u>Page</u></b>
Legal and Administrative Information	01
Trustees Annual Report	02-04
Independent Examiner's Report	05
Income and Expenditure Account	06
Balance Sheet	07
Notes forming part of the Financial Statements	08-12

**BAITUL AMAN MOSQUE AND CULTURAL CENTRE LIMITED**

**LEGAL AND ADMINISTRATIVE INFORMATION**

Chairman	Shamsul Hoque
General Secretary	Monjur Ali
Treasurer	Nurul Hoque
Trustees	Khalil Uddin Khairul Islam Saiful Islam Amir Ali Abdullah Monsur
<b>Address</b>	101 Braintree Street London E2 0FT
<b>Independent Examiner</b>	MHC Accountants Ltd Chartered Accountants 22 Cavell Street London E1 2HP
<b>Bankers</b>	Lloyds Bank HSBC Bank

**BAITUL AMAN MOSQUE AND CULTURAL CENTRE LIMITED**  
**TRUSTEES' ANNUAL REPORT TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 30 NOVEMBER 2022**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing Document**

The Charity is constituted as a company limited by guarantee and is therefore governed by its Memorandum and Articles of Association incorporated 14 November 1996 as amended by special resolution dated 15 April 2007.

**Appointment of trustees**

All members are requested to send nomination of trustees (directors) prior to the election day and are informed of the outgoing directors. Voting is by ballot and is supervised by two independent commissioners appointed by the board.

**Trustee induction and training**

New trustees are briefed on their legal obligation under charity and company law, the content of Memorandum and Articles of Association, the committee and decision making processes and recent financial plan of the charity. This ensures that new trustees are aware of the scope of their responsibilities

**Organisation**

The board of trustees administer the charity. The board meets regularly and is assisted by a management committee which is elected by members to assist the board in day to day operations covering religious functions, education of all age groups, supervising maintenance and renovation work, collection of funds and other matters arising from time to time. All the trustees and the management committee give their time freely and receive no remuneration or other financial benefits.

**Risk Management**

The charity trustees have considered the major risks to which the charity is exposed and have reviewed those risks and steps have been taken to address those risks as follows:

- 1) Health and safety discussion at Board Meetings.
- 2) Financial policies and cash flow discussions with the bankers and frequent discussions with members.
- 3) Security and protection of property, staff, volunteers, students and congregation with the police, security firm, and insurance brokers.

### **Objectives and activities**

The Charity's object and its principal activity continues to be that of maintaining the mosque premises for prayers and worship, providing Islamic education, and promoting the Islamic faith. The Charity is organised so that the board of directors, who are the Trustees of the Company, meet regularly in order to manage its affairs as there is no full-time administrator.

### **Achievements and performance**

There has been a steady increase in worshipers attending the mosque. Facilities for bathing and shrouding of dead in line with Islamic teachings are available in the mosque.

Necessary repairs were carried out to the mosque and investment properties in order to maintain these in good condition.

Being the mosque was closed for refurbishment and improvement the donation received during the year were significantly lower than the last year. The trustees consider that after the improvement the mosque started to run in full fledge and the performance is very satisfactory. The educational activity of the Trust has been actively engaged in coping with the increase in students attending by recruiting part time teachers. The volunteers involved in this activity are an important resource in improving learning environment keeping in view the core Islamic values. The trustees consider the performance of the Charity this year has been satisfactory.

### **Financial review**

The net income during the year amounted to £219,282 following appeals to raise funds for improvement and refurbishment of the mosque. Costs were contained within budget. The directors consider the financial position of the Charity, as shown in the Financial Statements, to be satisfactory.

### **Plans for future periods**

The aims of Baitul Aman Mosque include: To connect students to authentic Islamic teachings. To build and augment Islamic knowledge so as to understand how to live Islam practically. To enable a positive atmosphere conducive to productive learning and development. To increase student's love of Allah and His Messenger. To inspire students to embody the teachings of Islam and to be productive community role models. To in still confidence to respect others and their environments.

There are also plans to develop community programmes with wider community and other organisations as the trustees place great importance on sharing a good understanding of Islam with others whilst gaining an understanding of other cultures and traditions. Consideration is being given to build another floor above the secondary hall in order to accommodate increasing number of Madrasa attendees.

### **Small company provisions**

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies' exemption. The trustees' annual report was approved on 08 November 2023 and signed on behalf of the board of trustees by:



.....  
(Monjur Ali)  
General Secretary

## **BAITUL AMAN MOSQUE AND CULTURAL CENTRE LIMITED**

### **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES**

The charity's Trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act), and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145(1) of the Charities Act 2011,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act), and
- to state whether particular matters have come to my attention.

#### **Basis of independent examiner's report**

My examination was carried out in accordance with general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the 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 material 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 in accordance with section 130 of the Charities Act
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.



**Md Mudabbir Hussain**

MHC Accountants Ltd

Chartered Accountants

22 Cavell Street

London

E1 2HP

Date: 08/11/2023

**BAITUL AMAN MOSQUE AND CULTURAL CENTRE LIMITED**  
**(Company Limited by Guarantee)**  
**INCOME AND EXPENDITURE ACCOUNT**  
**FOR THE YEAR 01 DECEMBER 2021 TO 30 NOVEMBER 2022**

<u>INCOME</u>	<u>Notes</u>	<u>2022</u> <u>£</u>
Donation and Legacies	5	143,984
Income from charitable activities	6	117,008
Investment Income	7	26,859
<b>Total Income</b>		<b>287,851</b>
<b><u>LESS: EXPENDITURE</u></b>		
Accountancy fees		750
Advertising and PR		3,665
Bank charges		1,131
Light and heat		19,238
Cleaning		1,392
Depreciation		2,255
Insurance		2,814
Other legal and prof		5,231
Repair and maintenance		1,230
Wages and salaries	8	26,165
Office expenses		3,173
Telephone and internet		1,113
Service charges		1,155
Stationery and printing		298
Subscription		302
<b>Total Expenditure</b>		<b>69,912</b>
<b>Excess of Income over Expenditure</b>		<b>217,939</b>

We hereby approve the above accounts and confirm that we have supplied all the Information and explanations required for the preparation of these accounts.

**Approved by**



**(Monjur Ali)**  
General Secretary



**(Nurul Hoque)**  
Treasurer

**BAITUL AMAN MOSQUE AND CULTURAL CENTRE LIMITED**  
**(Company Limited by Guarantee)**  
**BALANCE SHEET AS ON 30 NOVEMBER 2022**

	<u>Notes</u>	<u>2022</u> £
<b><u>FIXED ASSETS</u></b>		
Tangible Assets	9	2,660,618 -----
<b><u>CURRENT ASSETS</u></b>		
Cash at Bank- HSBC		1,407
Cash in Bank- Lloyds		229,658
Cash in Hand		5,315 -----
		236,380
<b><u>LESS: CURRENT LIABILITIES</u></b>		
Amount falling due within one year	10	(1,879) -----
NET CURRENT ASSETS/(LIBITIES)		234,501 -----
<b><u>LESS: CREDIROTS</u></b>		
Amount falling due after one year.	11	(189,950) -----
<b>TOTAL NET ASSETS</b>		<b>2,705,169</b> =====
<b>REPRESENTED BY:</b>		
<b><u>Funds</u></b>		
Opening Balance		2,487,230
Add: Excess of Income over Expenditure		217,939 -----
<b>Balance carried forward</b>		<b>2,705,169</b> =====

## **BAITUL AMAN MOSQUE AND CULTURAL CENTRE LIMITED**

### **NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 NOVEMBER 2022**

#### **1. GENERAL INFORMATION**

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is 101 Braintree Street, London E2 0FT.

#### **2. STATEMENT OF COMPLIANCE**

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)) and the Companies Act 2006.

#### **3. ACCOUNTING POLICIES**

##### **3.1 Basis of preparation**

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

##### **3.2 Going concern.**

There are no material uncertainties about the charity's ability to continue.

##### **3.3 Disclosure exemptions**

No cash flow statement has been presented for the company.

##### **3.4 Judgements and key sources of estimation uncertainty**

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

### **3.5 Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes. Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment. Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

### **3.6 Incoming resources**

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income: - income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably. - legacy income is recognised when receipt is probable and entitlement is established. - income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers, - income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

### **3.7 Resources expended.**

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered and is classified under headings of the statement of financial activities to which it relates: - expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods. - expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities. - other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

**3.8 Tangible assets**

Freehold Property is not depreciated as it is maintained to such a standard that the estimated residual value is not likely to be less than the cost.

**3.9 Depreciation**

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

Fixtures and Fittings - 20 % straight line

**3.10 Loans and borrowings**

Loans and borrowings are initially recognised at the transactions price. Including transition costs. Private Loans: "Qard Hasanah" is a interest free loans from the charity's beneficiaries, which only have a moral obligation to repay as per agreement. Qard Hasanah is recognised when received /paid and recorded under liabilities due within one year and/or more than one year.

**4. LIMITED BY GUARANTEE**

The Company was incorporated as a company limited by guarantee and not having a share, capital. Every member of the company has undertaken to contribute to the assets of the company, in the event of its being wound up while a member, within one year after ceasing to be a member, an amount not exceeding £100.

**5. DONATIONS AND LEGACIES**

<u>Particulars</u>	<u>£</u>
General Donations	134,817
Gift Aid	9,167
	-----
	<b>143,984</b>
	=====

**6. INCOMING FROM CHARITABLE ACTIVITIES**

<u>Particulars</u>	<u>£</u>
Jumma Collections	84,803
Pot Collections	2,889
Ramadan Donations, Sab-e-Qador, & Sab-e-Borat	22,966
Eid Collections,	6,350
	-----
	<b>117,008</b>
	=====

**7. INVESTMENT INCOME**

<u>Particulars</u>	<u>£</u>
Rental Income	26,859
	-----
	<b>26,859</b>
	=====

**8. WAGES, SALARIES, & NI**

Baitul Aman Mosque and Cultural Centre Limited has a PAYE (Pay as you earn) Scheme and registered with HMRC as an employer. Net amount of Wages, salaries & NI payment to Imam, Muazzin & Caretaker as an employee of Baitul Aman Mosque and Cultural Centre Limited.

**9. FIXED ASSETS**

There are no fixed assets register of Baitul Aman Mosque and Cultural Centre Limited. The Executive Committee should maintain a fixed asset register to control the amount off Fixed Assets.

The fixed assets schedule for the year as follows:

	Freehold Property	Fixture & Fittings	Total
	£	£	£
<b><u>Cost</u></b>			
Opening Balance as at 01/12/2021	2,526,496	28,223	2,554,719
Addition during the Year	125,102	0	125,102
	-----	-----	-----
Closing Balance as at 30/11/2022	2,651,598	28,223	2,679,821
	-----	-----	-----
<b><u>Depreciation</u></b>			
Opening Balance as at 01/12/2021		16,948	16,948
Charge for the year		2,255	2,255
		-----	-----
<b>NET BOOK VALUE as at 30/11/2022</b>	<b>2,651,598</b>	<b>19,020</b>	<b>2,660,618</b>
	=====	=====	=====

**10. CREDITORS-falling due within one year:**

<b><u>Particulars</u></b>	<b><u>£</u></b>
Mhc Accountants Ltd	750
HMRC	1,129
	-----
	<b>1,879</b>
	=====

**11. CREDITORS-falling due after more than one year:**

<b>Particulars</b>	<b>£</b>
Qard Hasanah- Private Loan	189,950
	-----
	<b>189,950</b>
	=====

**11.1 Qard Hasanah- Private Loans**

“Qard Hasanah” are loans from charity’s beneficiaries, which are repayable on request. There is no interest due, or security given for these loans. Long-term Qard Hasanah loans have been contractually agreed with private individuals, as not repayable within 12 months. Short-term loans can be repayable at any time.

£200,950 Qard Hasanah was included in Retained Earnings (Funds) which has been transferred to the Qard Hasanah as per FRS102.

**11.2 FRS 102 Departure (Private loans disclosure)**

FRS102 requires long-term interest free loans to be stated at their present value. Effectively this would mean loan amounts states in the account are lower than the actual amounts payable in future. This has potential to confuse the charity’s stakeholder, as such the trustees have opted not to follow FRS102 treatment for these loans.