

REGISTERED COMPANY NUMBER: 03142456 (England and Wales)  
REGISTERED CHARITY NUMBER: 1058998

**REPORT OF THE TRUSTEES AND  
FINANCIAL STATEMENTS FOR THE YEAR ENDED  
31 DECEMBER 2013  
FOR  
ISLAMIC CENTRE OF ENGLAND LTD**

D S & Co. Ltd  
Chartered Accountants  
& Registered Auditors  
D S House  
306 High Street  
Croydon  
Surrey  
CR0 1NG

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**ISLAMIC CENTRE OF ENGLAND LTD**  
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**FOR THE YEAR ENDED 31 DECEMBER 2013**

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**ISLAMIC CENTRE OF ENGLAND LTD**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31 DECEMBER 2013**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 December 2013. 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**

03142456 (England and Wales)

**Registered Charity number**

1058998

**Registered office**

140 Maida Vale  
London  
W9 1QB

**Trustees**

S Ranani	- resigned 25.3.14
H Faraji	
A Moezi	
DR M A Shomali	- appointed 13.2.14
Mrs Z Tharoo	- appointed 25.3.14

**Company Secretary**

H Faraji

**Auditors**

D S & Co. Ltd  
Chartered Accountants  
& Registered Auditors  
D S House  
306 High Street  
Croydon  
Surrey  
CR0 1NG

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

**Recruitment and appointment of new trustees**

The trustees may appoint a person who is willing to act as a trustee. At all times one of the trustees shall be a representative of the Supreme Spiritual Leadership of the Islamic Republic of Iran.

**Induction and training of new trustees**

New trustees receive an induction early on in their tenure, thus ensuring their full understanding of the organisation, its operations, its staff and its ethos and values. The induction process sets out briefs to new trustees, what is expected of trustees by the charity, the law and the Charity Commission. New trustees also receive regular updates and briefings on the above matters from senior trustees.

**Organisational structure**

The trustees of Islamic Centre of England Ltd are members of the council of management. The directors of Islamic Centre of England Ltd for the purposes of the Companies Act 2006 are the Trust's officers.

The trustees are responsible for the overall management and control of the Trust and meet regularly to manage the its affairs. Staff resources are divided into religious and clerics, education and promotion of Islam, fundraising, finance and administration.

**ISLAMIC CENTRE OF ENGLAND LTD**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31 DECEMBER 2013**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Related parties**

The charity does not hold assets on behalf of another charity. The related parties are the directors who are also trustees.

**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.

The managing trustees have examined the major strategic, business and operational risks which the organisation faces and confirm that systems have been established to enable regular reports to be produced so that necessary steps can be taken to lessen these risks. The managing trustees have also assessed the risks of not meeting payments to suppliers and the use of restricted funds for other purposes and are satisfied that systems are in place to mitigate our exposure to such risks.

**OBJECTIVES AND ACTIVITIES**

**Objectives and aims**

The company is a registered charity with the object of advancing the religion of Islam and education, the provision of social and religious welfare facilities.

**Significant activities**

The charity has only one reserve, the General Fund that can be used for the purposes of meeting the objectives of Islamic Centre of England Ltd. During the year, the fund was utilised for the following activities;

**a) Propagation of Islam**

Propagation of Islam was the main activity of the charity and this was carried out by the publication of brochures, pamphlets and production of films and video for free distribution to the public. The Centre also arranged the weekly religious programs in English and other languages. Madrasa classes were also held to teach Quran to students.

**b) Educational support**

During the year, education grants were made to various Islamic centres and schools throughout the UK, namely in Glasgow, Cardiff, Brimingham, Manchester and Leeds. The charity also granted scholarships to a number of individuals.

**c) Social, Religious and Welfare Activities**

During the year, the charity organised various activities in celebration of Ramadan, Eid, Hajj and other Islamic festivals for members and new converts who have no other affiliation with other Islamic community. Counselling sessions were also available for those with marriage and family predicaments.

**d) Other activities**

Other activities organised and held by the charity during the year included sports tournaments, Quran reading competitions, Hajj support and medical assistance.

**ACHIEVEMENT AND PERFORMANCE**

The charity continues to provide services of a mosque to promote the muslim faith to all age groups and to provide services to learn the teachings of the Koran.

The charity continues to offer teachings to promote the muslim way of life and continues to provide the services of a book shop to the community on all aspects of Islam by selling books and videos.

Furtherance in relation to the charity's objects during the year includes expansion of services via internet television transmission to community covering services such as Azaan, discussion topics and other topical issues.

The charity also successfully provided language courses which include Urdu, English, Persian and Arabic.

**FINANCIAL REVIEW**

**Reserves policy**

Accumulated funds comprise the accumulated surplus or deficit on the statement of financial activities which are available for use at the discretion of the Trustees of Islamic Centre in furtherance of the objects of the charity.

**ISLAMIC CENTRE OF ENGLAND LTD**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31 DECEMBER 2013**

**FINANCIAL REVIEW**

The Statement of Financial Activities shows how the Trust's funds have been applied during the year. The gross receipts of the organisation was £922,488 (2012 - £793,972) of which £47,590 (2012 - £36,110) was raised internally from sale of books and cassettes, from the hire of the conference hall and fees charged in connection with the conduct of marriages and other religious activities.

Donations directly related to the principal activities amounted to £874,898 (2012 - £757,862).

At 31 December 2013, the balance on the restricted fund was £3,446,207. As the charity's income is dependent upon the goodwill of fellow worshippers, the managing trustees are of the opinion that the level of direct activities should be proportionate to such income.

**FUTURE DEVELOPMENTS**

The charity will continue to focus on promoting the religion of Islam and education, the provision of social and religious facilities.

The charity continues with the efforts to modernise the mosque and to carry out repairs and maintenance to the building.

**STATEMENT OF TRUSTEES RESPONSIBILITIES**

The trustees (who are also the directors of Islamic Centre of England Ltd for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, 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;
- observe the methods and principles in the Charity SORP;
- 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 2006. 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.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

**AUDITORS**

The auditors, D S & Co. Ltd, will be proposed for re-appointment at the forthcoming Annual General Meeting.

**ON BEHALF OF THE BOARD :**

H Faraji - Trustee

29 September 2014

## **REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF ISLAMIC CENTRE OF ENGLAND LTD**

We have audited the financial statements of Islamic Centre of England Ltd for the year ended 31 December 2013 on pages six to twelve. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective April 2008) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members 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 members as a body, for our audit work, for this report, or for the opinions we have formed.

### **Respective responsibilities of trustees and auditors**

As explained more fully in the Statement of Trustees Responsibilities set out on page three, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

### **Scope of the audit of the financial statements**

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Report of the Trustees to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

### **Opinion on financial statements**

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2013 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

### **Opinion on other matter prescribed by the Companies Act 2006**

In our opinion the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements.

**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF  
ISLAMIC CENTRE OF ENGLAND LTD**

**Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption from the requirement to prepare a Strategic Report or in preparing the Report of the Trustees.



Dhirajlal Shah (Senior Statutory Auditor)  
for and on behalf of D S & Co. Ltd  
Chartered Accountants  
& Registered Auditors  
D S House  
306 High Street  
Croydon  
Surrey  
CR0 1NG

29 September 2014

**ISLAMIC CENTRE OF ENGLAND LTD**

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 DECEMBER 2013**

		Unrestricted funds £	Restricted fund £	2013 Total funds £	2012 Total funds £
	Notes				
<b>INCOMING RESOURCES</b>					
<b>Incoming resources from generated funds</b>					
Voluntary income	2	1	874,897	874,898	757,862
Activities for generating funds	3	28,713	18,877	47,590	36,110
<b>Total incoming resources</b>		<b>28,714</b>	<b>893,774</b>	<b>922,488</b>	<b>793,972</b>
<b>RESOURCES EXPENDED</b>					
<b>Costs of generating funds</b>					
Costs of generating voluntary income	4	-	84,155	84,155	43,600
<b>Charitable activities</b>					
Donation to other Islamic educational institutions	5	-	264,336	264,336	209,174
Religious activities and propagation		-	27,667	27,667	32,334
Welfare activities		-	56,296	56,296	53,823
Other direct activities		-	269,264	269,264	231,784
<b>Governance costs</b>	7	-	238,870	238,870	197,488
<b>Other resources expended</b>		-	-	-	1
<b>Total resources expended</b>		<b>-</b>	<b>940,588</b>	<b>940,588</b>	<b>768,204</b>
<b>NET INCOMING/(OUTGOING) RESOURCES BEFORE TRANSFERS</b>					
		28,714	(46,814)	(18,100)	25,768
<b>Gross transfers between funds</b>	14	(40,274)	40,274	-	-
<b>Net incoming/(outgoing) resources</b>		<b>(11,560)</b>	<b>(6,540)</b>	<b>(18,100)</b>	<b>25,768</b>
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		<b>11,560</b>	<b>3,452,747</b>	<b>3,464,307</b>	<b>3,438,539</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>-</b>	<b>3,446,207</b>	<b>3,446,207</b>	<b>3,464,307</b>

The notes form part of these financial statements



**ISLAMIC CENTRE OF ENGLAND LTD**

**BALANCE SHEET  
AT 31 DECEMBER 2013**

	Notes	Unrestricted funds £	Restricted fund £	2013 Total funds £	2012 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	11	-	3,403,947	3,403,947	3,421,233
<b>CURRENT ASSETS</b>					
Debtors	12	-	8,788	8,788	6,300
Cash at bank and in hand		-	57,330	57,330	57,361
		-	66,118	66,118	63,661
<b>CREDITORS</b>					
Amounts falling due within one year	13	-	(23,858)	(23,858)	(20,587)
<b>NET CURRENT ASSETS</b>		-	42,260	42,260	43,074
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		-	3,446,207	3,446,207	3,464,307
<b>NET ASSETS</b>		-	3,446,207	3,446,207	3,464,307
<b>FUNDS</b>	14				
Unrestricted funds				-	11,560
Restricted funds				3,446,207	3,452,747
<b>TOTAL FUNDS</b>				3,446,207	3,464,307

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the Board of Trustees on 29 September 2014 and were signed on its behalf by:

H Faraji -Trustee



The notes form part of these financial statements

# ISLAMIC CENTRE OF ENGLAND LTD

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2013

### 1. ACCOUNTING POLICIES

#### Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Companies Act 2006 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.

#### Donated services:

No amounts are included in the financial statements for services donated by volunteers as these amounts cannot be quantified with reasonable accuracy.

#### 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.

#### Cost of generating funds

Costs incurred in attracting voluntary income and for publicity purposes.

#### Allocation and apportionment of costs

Direct charitable costs are allocated as specified in relation to receipts from donors.

All other costs are allocated as specified in the notes to the financial statements.

#### Tangible fixed assets

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

Plant and machinery	- 15% on reducing balance
Fixtures and fittings	- 15% on reducing balance
Motor vehicles	- 25% on reducing balance

#### 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.

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.

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

### 2. VOLUNTARY INCOME

	2013 £	2012 £
Donations and gifts	<u>874,898</u>	<u>757,862</u>

**ISLAMIC CENTRE OF ENGLAND LTD**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 DECEMBER 2013**

**3. ACTIVITIES FOR GENERATING FUNDS**

	2013	2012
	£	£
Sales of books	10,735	19,980
Receipt from conduct of marriages	18,877	16,130
Other income	17,978	-
	<u>47,590</u>	<u>36,110</u>

**4. COSTS OF GENERATING VOLUNTARY INCOME**

	2013	2012
	£	£
Advertising	38,224	29,018
Publication	45,931	14,582
	<u>84,155</u>	<u>43,600</u>

**5. CHARITABLE ACTIVITIES COSTS**

	Direct costs	Support costs (See note 6)	Totals
	£	£	£
Donation to other Islamic educational institutions	264,336	-	264,336
Religious activities and propagation	27,667	-	27,667
Welfare activities	56,296	-	56,296
Other direct activities	33,491	235,773	269,264
	<u>381,790</u>	<u>235,773</u>	<u>617,563</u>

Costs associated with donation to other Islamic educational institutions, religious activities and propagation, welfare activities and other direct expenses.

**6. SUPPORT COSTS**

	Management £
Other direct activities	<u>235,773</u>

The number of staff involved in an activity is deemed to be the appropriate basis for allocating support costs as it closely reflects the resources usage of the support functions of the core activities.

**ISLAMIC CENTRE OF ENGLAND LTD**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 DECEMBER 2013**

**7. GOVERNANCE COSTS**

	2013	2012
	£	£
Auditors' remuneration	16,200	16,200
Insurance	6,242	5,939
Light & heat	28,449	23,415
Repairs & maintenance	40,512	21,941
Printing postage & stationery	51,053	46,448
Telephone & fax	13,362	11,493
Motor & travel	28,404	18,606
Legal & professional	6,902	480
Bank charges	3,937	4,523
Hire of equipment	8,523	7,202
Computer & internet	2,497	12,379
Cleaning	2,711	3,107
Sundries	17,755	9,136
Credit card charges	344	248
Books & journals	9,803	11,527
Hire purchase interest	1,057	3,652
Subscription	1,119	1,192
	<u>238,870</u>	<u>197,488</u>

Costs associated with the governance arrangements of Islamic Centre, included within this category are costs associated with the day to day management of Islamic Centre activities. This include such items as external audit, legal advice and costs associated with constitutional and statutory requirements.

**8. NET INCOMING/(OUTGOING) RESOURCES**

Net resources are stated after charging/(crediting):

	2013	2012
	£	£
Auditors' remuneration	16,200	16,200
Depreciation - owned assets	<u>24,053</u>	<u>28,115</u>

**9. TRUSTEES' REMUNERATION AND BENEFITS**

	2013	2012
	£	£
Trustees' salaries	<u>30,000</u>	<u>30,000</u>

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 December 2013 nor for the year ended 31 December 2012.

**ISLAMIC CENTRE OF ENGLAND LTD**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 DECEMBER 2013**

**10. STAFF COSTS**

	2013 £	2012 £
Wages and salaries	223,335	191,229
Social security costs	12,438	9,971
	<u>235,773</u>	<u>201,200</u>

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

	2013	2012
Management	3	3
Administration	16	13
	<u>19</u>	<u>16</u>

No employees received emoluments in excess of £60,000.

**11. TANGIBLE FIXED ASSETS**

	Freehold property £	Plant and machinery £	Fixtures and fittings £	Motor vehicles £	Totals £
<b>COST</b>					
At 1 January 2013	3,284,830	18,425	464,680	81,130	3,849,065
Additions	-	-	6,767	-	6,767
	<u>3,284,830</u>	<u>18,425</u>	<u>471,447</u>	<u>81,130</u>	<u>3,855,832</u>
At 31 December 2013	<u>3,284,830</u>	<u>18,425</u>	<u>471,447</u>	<u>81,130</u>	<u>3,855,832</u>
<b>DEPRECIATION</b>					
At 1 January 2013	-	11,476	361,001	55,355	427,832
Charge for year	-	1,042	16,567	6,444	24,053
	<u>-</u>	<u>12,518</u>	<u>377,568</u>	<u>61,799</u>	<u>451,885</u>
At 31 December 2013	<u>-</u>	<u>12,518</u>	<u>377,568</u>	<u>61,799</u>	<u>451,885</u>
<b>NET BOOK VALUE</b>					
At 31 December 2013	<u>3,284,830</u>	<u>5,907</u>	<u>93,879</u>	<u>19,331</u>	<u>3,403,947</u>
At 31 December 2012	<u>3,284,830</u>	<u>6,949</u>	<u>103,679</u>	<u>25,775</u>	<u>3,421,233</u>

**12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2013 £	2012 £
Other debtors	<u>8,788</u>	<u>6,300</u>

**ISLAMIC CENTRE OF ENGLAND LTD**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 DECEMBER 2013**

**13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2013	2012
	£	£
Hire purchase	-	4,430
Taxation and social security	2,166	633
Other creditors	21,692	15,524
	<u>23,858</u>	<u>20,587</u>

**14. MOVEMENT IN FUNDS**

	At 1.1.13 £	Net movement in funds £	Transfers between funds £	At 31.12.13 £
<b>Unrestricted funds</b>				
Unrestricted	11,560	28,714	(40,274)	-
<b>Restricted funds</b>				
Restricted fund	3,452,747	(46,814)	40,274	3,446,207
<b>TOTAL FUNDS</b>	<u>3,464,307</u>	<u>(18,100)</u>	<u>-</u>	<u>3,446,207</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
Unrestricted	28,714	-	28,714
<b>Restricted funds</b>			
Restricted fund	893,774	(940,588)	(46,814)
<b>TOTAL FUNDS</b>	<u>922,488</u>	<u>(940,588)</u>	<u>(18,100)</u>

**ISLAMIC CENTRE OF ENGLAND LTD**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 DECEMBER 2013**

	2013 £	2012 £
<b>INCOMING RESOURCES</b>		
<b>Voluntary income</b>		
Donations and gifts	874,898	757,862
<b>Activities for generating funds</b>		
Sales of books	10,735	19,980
Receipt from conduct of marriages	18,877	16,130
Other income	17,978	-
	<hr/> 47,590	<hr/> 36,110
<b>Total incoming resources</b>	922,488	793,972
<b>RESOURCES EXPENDED</b>		
<b>Costs of generating voluntary income</b>		
Advertising	38,224	29,018
Publication	45,931	14,582
	<hr/> 84,155	<hr/> 43,600
<b>Charitable activities</b>		
Donation to other	218,305	159,776
Religious activities	27,667	32,334
Welfare activities	56,296	53,823
Accommodation	46,031	45,240
Other direct expenses	9,438	6,628
Plant and machinery	1,042	1,226
Fixtures and fittings	16,567	18,296
Motor vehicles	6,444	8,592
	<hr/> 381,790	<hr/> 325,915
<b>Governance costs</b>		
Auditors' remuneration	16,200	16,200
Insurance	6,242	5,939
Light & heat	28,449	23,415
Repairs & maintenance	40,512	21,941
Printing postage & stationery	51,053	46,448
Telephone & fax	13,362	11,493
Motor & travel	28,404	18,606
Legal & professional	6,902	480
Bank charges	3,937	4,523
Hire of equipment	8,523	7,202
Computer & internet	2,497	12,379
Cleaning	2,711	3,107
Sundries	17,755	9,136
Credit card charges	344	248
Books & journals	9,803	11,527
Carried forward	236,694	192,644

This page does not form part of the statutory financial statements

## DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2013

This page does not form part of the statutory financial statements