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

REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS FOR THE YEAR ENDED
31 DECEMBER 2014
FOR
ISLAMIC CENTRE OF ENGLAND LTD

VEDNESDAY

COMPANIES HOUSE

16 30/09/2015

#45

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

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## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2014

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 2014. 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 - resigned 30.5.14
DR M A Shomali - appointed 13.2.14
Mrs Z Tharoo - appointed 25.3.14

A Moezi resigned as director on 30 May 2014 but remains as trustee of the charity.

#### **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.

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2014

### STRUCTURE, GOVERNANCE AND MANAGEMENT

### 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 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.

#### 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, Newcastle 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.

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2014

#### 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 Quran.

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.

The Statement of Financial Activities shows how the Trust's funds have been applied during the year. The gross receipts of the organisation was £942,229 (2013 - £922,488) of which £52,574 (2013 - £47,590) 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 £889,655 (2013 - £874,898).

At 31 December 2014, the balance on the restricted fund was £3,470,757. 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.

# REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2014

## **AUDITORS**

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

Approved by order of the board of trustees on 28 September 2015 and signed on its behalf by:

H Faraj - Trustee

## 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 2014 on pages seven to thirteen. 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 2014 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 applicable to Smaller Entities; 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.

Druga Jellah

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

28 September 2015

# STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2014

		Unrestricted	Restricted	2014 Total	2013 Total
	Notes	funds £	fund £	funds £	funds £
INCOMING RESOURCES	Notes	r	<b>.</b>	ı.	£
Incoming resources from generated funds					
Voluntary income	2.	-	889,655	889,655	874,898
Activities for generating funds	3	20,793	31,781	52,574	47,590
Total incoming resources		20,793	921,436	942,229	922,488
RESOURCES EXPENDED					
Costs of generating funds					
Costs of generating voluntary income	4	-	56,052	56,052	84,155
Charitable activities  Donation to other Islamic educational institutions	5		264,261	264,261	264,336
Religious activities and propagation		-	30,625	30,625	204,330
Welfare activities		-	64,187	64,187	56,296
Other direct activites		-	280,757	280,757	269,264
Governance costs	7		221,797	221,797	238,870
Total resources expended		-	917,679	917,679	940,588
NET INCOMING/(OUTGOING)					
RESOURCES BEFORE TRANSFERS		20,793	3,757	24,550	(18,100)
Gross transfers between funds	14	(20,793)	20,793		
Net incoming/(outgoing) resources		-	24,550	24,550	(18,100)
RECONCILIATION OF FUNDS					
Total funds brought forward	,	-	3,446,207	3,446,207	3,464,307
TOTAL FUNDS CARRIED FORWARD		-	3,470,757	3,470,757	3,446,207

## BALANCE SHEET AT 31 DECEMBER 2014

		Unrestricted funds	Restricted fund	2014 Total funds	2013 Total funds
	Notes	£	£	£	£
FIXED ASSETS Tangible assets	11	-	3,396,396	3,396,396	3,403,947
CURRENT ASSETS Debtors Cash at bank and in hand	12	- -	90,233	90,233	8,788 57,330
		-	90,233	90,233	66,118
CREDITORS					
Amounts falling due within one year	13	-	(15,872)	(15,872)	(23,858)
NET CURRENT ASSETS			74,361	74,361	42,260
TOTAL ASSETS LESS CURRENT LIABILITIES		-	3,470,757	3,470,757	3,446,207
NET ASSETS		-	3,470,757	3,470,757	3,446,207
FUNDS Unrestricted funds	14			<u>-</u>	_
Restricted funds .				3,470,757	3,446,207
TOTAL FUNDS				3,470,757	3,446,207

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 28 September 2015 and were signed on its behalf by:

H Faraji - Trustee

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2014

### 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

Donations and gifts 2014 2013 £ £

889,655 874,898

# NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 DECEMBER 2014

## 3. ACTIVITIES FOR GENERATING FUNDS

	Sales of books Receipt from conduct of marriages Other income	÷	2014 £ 1,029 27,281 24,264 52,574	2013 £ 10,735 18,877 17,978 47,590
4.	COSTS OF GENERATING VOLUNTARY INCOME			
	Advertising Publication		2014 £ 20,814 35,238 56,052	2013 £ 38,224 45,931 84,155
5.	CHARITABLE ACTIVITIES COSTS			
		Direct costs	Support costs (See note 6) £	Totals £
	Donation to other Islamic educational institutions	264,261	-	264,261
	Religious activities and propagation	30,625	-	30,625
	Welfare activities	64,187	-	64,187
	Other direct activites	28,475	252,282	280,757
		387,548	252,282	639,830

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 activites	252,282

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.

## NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 DECEMBER 2014

## 7. GOVERNANCE COSTS

	2014	2013
	£	£
Auditors' remuneration 11	,829	16,200
Insurance 6	,500	6,242
Light & heat 97	,208	28,449
Repairs & maintenance	,345	40,512
Printing postage & stationery 35	,300	51,053
Telephone & fax	,776	13,362
Motor & travel	,797	28,404
Legal & professional	,300	6,902
	,918	3,937
Hire of equipment 8	,423	8,523
Computer & internet	,381	2,497
Cleaning 2	,687	2,711
Sundries 5	,404	17,755
Credit card charges	445	344
Books & journals 4	,986	9,803
Hire purchase interest	-	1,057
Subscription 1	,498	1,119
221	,797	238,870

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):

		2014	2013
		£	£
	Auditors' remuneration	11,829	16,200
	Depreciation - owned assets	21,961	24,053
	•		
9.	TRUSTEES' REMUNERATION AND BENEFITS		
		2014	2013
		£	£
	Trustees' salaries	31,000	30,000
	Trustees' social security	2,998	-
		33,998	30,000

## Trustees' expenses

There were no trustees' expenses paid for the year ended 31 December 2014 nor for the year ended 31 December 2013.

# NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 DECEMBER 2014

## 10. STAFF COSTS

11.

12.

				2014 £	2013 £
Wages and salaries				240,807	223,335
Social security costs				11,475	12,438
				252.282	225 772
				252,282	235,773
The average monthly number of	employees durir	ng the year was a	s follows:		
Managament				2014	2013 3
Management Administration				3 19	16
				====	<u> </u>
No employees received emolume	ents in excess of	£60,000.			
TANGIBLE FIXED ASSETS	T . 1 11	DI 4 I	TC: 4		
	Freehold property	Plant and machinery	Fixtures and fittings	Motor vehicles	Totals
	£	£	£	£	£
COST	2 204 020	10.425	471 447	01 120	2 055 022
At 1 January 2014 Additions	3,284,830	18,425	471,447 14,410	81,130	3,855,832 14,410
At 31 December 2014	3,284,830	18,425	485,857	81,130	3,870,242
DEPRECIATION					
At 1 January 2014 Charge for year	-	12,518 886	377,568 16,243	61,799 4,832	451,885 21,961
Charge for year			10,243		
At 31 December 2014		13,404	393,811	66,631	473,846
NET BOOK VALUE					
At 31 December 2014	3,284,830	5,021	92,046	14,499	3,396,396
At 31 December 2013	3,284,830	5,907	93,879	19,331	3,403,947
DEBTORS: AMOUNTS FALI	LING DUE WIT	THIN ONE YE	AR		
			<del>-</del>	2014	2013
				£	2013 £
Other debtors					8,788

# NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 DECEMBER 2014

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

	Taxation and social security Other creditors			2014 £ 4,362 11,510 15,872	2013 £ 2,166 21,692 23,858
14.	MOVEMENT IN FUNDS				
		At 1.1.14	Net movement in funds £	Transfers between funds £	At 31.12.14 £
	Unrestricted funds Unrestricted	-	20,793	(20,793)	-
	Restricted funds Restricted fund	3,446,207	3,757	20,793	3,470,757
	TOTAL FUNDS	3,446,207	24,550		3,470,757
	Net movement in funds, included in the above are a	s follows:			
			Incoming resources	Resources expended £	Movement in funds £
•	Unrestricted funds Unrestricted		20,793	-	20,793
	Restricted funds Restricted fund		921,436	(917,679)	3,757
	TOTAL FUNDS		942,229	(917,679)	24,550

# DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2014

	2014 £	2013 £
INCOMING RESOURCES		
Voluntary income	999.655	074 000
Donations and gifts	889,655	874,898
Activities for generating funds		
Sales of books	1,029	10,735
Receipt from conduct of marriages	27,281	18,877
Other income	24,264	17,978
	52,574	47,590
Total incoming resources	942,229	922,488
RESOURCES EXPENDED		
Costs of generating voluntary income		
Advertising	20,814	38,224
Publication	35,238	45,931
	56,052	84,155
Charitable activities		
Donation to other	254,562	218,305
Religious activities	30,625	27,667
Welfare activities	64,187	56,296
Accommodation	9,699	46,031
Other direct expenses	6,513	9,438
Plant and machinery Fixtures and fittings	886 16,243	1,042
Motor vehicles	4,833	16,567 6,444
Wilder Vernotes	<del></del>	
	387,548	381,790
Governance costs ,		
Auditors' remuneration	11,829	16,200
Insurance	6,500	6,242
Light & heat	97,208	28,449
Repairs & maintenance Printing postage & stationery	16,345	40,512
Telephone & fax	35,300 11,776	51,053 13,362
Motor & travel	10,797	28,404
Legal & professional	1,300	6,902
Bank charges	4,918	3,937
Hire of equipment	8,423	8,523
Computer & internet	2,381	2,497
Cleaning	2,687	2,711
Sundries	5,404	17,755
Credit card charges	445	344
Books & journals	4,986	9,803
Carried forward	220,299	236,694

# DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2014

	2014	2013
	£	£
Governance costs	220,200	226 604
Brought forward	220,299	236,694
Hire purchase interest Subscription	. 1 400	1,057
Subscription	1,498	1,119
	221,797	238,870
Support costs		
Management		
Trustees' salaries	31,000	30,000
Trustees' social security	2,998	102 225
Wages	209,807	193,335
Social security	8,477	12,438
	252,282	235,773
Total resources expended	917,679	940,588
Net income/(expenditure)	24,550	(18,100)
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