# ASSOCIATION OF MUSLIM SCHOOLS (UK) (Charitable Company Limited by Guarantee)

**2007 ANNUAL REPORT** 

WEDNESDAY

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#### **ASSOCIATION OF MUSLIM SCHOOLS (UK)**

#### **COMPANY INFORMATION**

**Directors**: Dr Mohamed Mukadam

Mr Mahmood Sacha Mr Anwar Teladia Mr Tahir Alam

Secretary Mr Christopher Mears

Mr Anwar Teladia

Registered Office: Unit 5A

77, Evington Valley Road

Leicester LE5-5LL

**Company No:** 4929648

**Charity No**: 1103996

Bankers: Barclays Bank

Leicester

Accountants : Crystal Business Services Limited

**Chartered Accountants** 

Coventry

### ASSOCIATION OF MUSLIM SCHOOLS (UK) REPORT OF THE DIRECTORS

The directors are pleased to present the Association's third annual report together with the financial information in respect of the year to 31<sup>st</sup> March 2007

#### Constitution

The Association of Muslim Schools (UK) is a company limited by guarantee and a registered charity governed by its memorandum and articles

#### **Officers**

The officers who served the Association during the period were -

#### **Directors**

Mr Zahid Aziz (resigned June 2006)

Dr Mohammed Mukadam

Mr Mohammed Sacha

Mr Anwar Teladia

Mr Mohamed Vali (resigned June 2006)

Mr Tahır Alam

#### Secretary

Mr Christopher Mears

Mr Anwar Teladia

#### **Objectives**

The Association was criginally set up in 1992 and on 13<sup>th</sup> October 2003 it was incorporated under the Companies Act 1985 and 1989. The major objectives of the Association as follows -

"To promote and advance the education of children and young people attending full time Muslim faith schools according to the teachings of the Quran and the Sunnah, and to improve the provision and effectiveness of said schools by providing advice, guidance and support to said schools and to those working to establish Muslim schools"

#### **Progress Report**

The Association is progressing very well in it's aims and objectives. Over 20 teachers have been able to go through training programmes and achieve qualified teacher status. Hubs have also been developed to provide insets and training programmes. London, The West Midlands and the South East Hubs are operating well. Efforts are being made establish workings. Hubs in the East Midlands, Lancashire and Yorkshire. These hubs are meeting the demands of member schools.

During the year the Association employed a fund-raiser who was paid commissions on the amounts generated by him

#### **Major Income**

In order to finance the furtherance of the objectives the Association relies on donations and also charging subscriptions to the various school members. New members are initially charged £250 and there is an annual renewal subscription fee of £100.

#### **Major Expenditures**

The major expenditures are the payment of salaries to staff and establishment. The Association does not own any premises and it operates from rented offices in Leicester. The Association has no fixed assets since small fixed assets like office furniture/ equipment are written off as and when incurred.

#### Financial Position - Reserves

During the accounting period for the year to 31<sup>st</sup> March 2007 the Association's net incoming resources were £9144 (2006 -£19,086)

The unrestricted reserves at 31st March 2007 amounted to £48,809. The directors intend to maintain minimum liquid reserves of £20,000 to meet salaries and rents in the short term.

#### **Investment/Grants Policy**

The Association presently have no investments and grants are not made to any individuals or organisation

#### Risk Review

The directors have concluded a review of the major risks to which the charity is exposed and systems have been established to mitigate these risks. The directors are constantly monitoring the expenditures to ensure that they are kept below the expected incoming resources. There are also procedures in place to seek funding from various sources.

Approved by the directors on 17th January 2008

### ACCOUNTANT'S REPORT TO THE DIRECTORS OF ASSOCIATION OF MUSLIM SCHOOLS (UK)

We have examined the company's financial statements for the year ended 31<sup>st</sup> March 2007 set out on pages 4 to 6

We confirm that -

- (a) The accounts of the company for the financial year in question are in agreement with the accounting records kept by the company under section 221 of the Companies Act 1985, and
- (b) Having regard only to, and on the basis of, the information in those accounting records, those accounts have been drawn up in a manner consistent with the provisions of the Act as specified in Subsection (6) of section 249C, so far as applicable to the company
- (c) Having regard only to, and on the basis of the information in the accounting records, the company satisfied the requirements of section 249A (4), for the financial year in question, and did not fall within section 249B (1) (a) to (f) at any time within that financial year

17<sup>th</sup> January 2008

Crystal Business Services Limited Chartered Accountants Coventry

## ASSOCIATION OF MUSLIM SCHOOLS (UK) Statement Of Financial Activity For The Year Ended 31st March 2007

	2007			2006
	£	<u>£</u>	£	£
INCOMING RESOURCES	=	=	=	=
Voluntary income				
Donations Received	94,249		62,400	
Subscriptions	9,600		3,250	
Other Receipts	1,870		-	
DFES Project	-		100,000	
Total incoming resources		105,719		165,650
RESOURCES EXPENDED				
Cost of Generating Funds				
Commissions paid to fund-raiser	16,730	_		
Direct charitable expenditure				
Cost of Providing Advice and Consulting				
Salaries	45,480		65,802	
Consultancy	6,680		10,146	
Travel, hotels	3,660		9,735	
Telephone,Fax	2,782		1,638	
Printing , literatures	-,,,,-		24,638	
Conference costs	_		5,050	
Training expenses	_		357	
Inset expenses	6,780		1,212	
	65,382	-	118,578	
Managing/Administering the Association		-	110,070	
Salaries	_		9,000	
Rents	2,400		4,800	
Heat and light	-,		191	
Advertising	1,150		235	
Office stationery	3,381		1,408	
Postage	1,202		1,429	
Subscriptions	500		500	
Sundry expenses	896		1,730	
Website expenses	4,934			
Write off of fixed assets	-,		7,843	
	14,463	-	27,136	
Total charitable expenditure	79,845	-	145,714	
Governance costs				
Legal expenses	_		850	
Logal expenses	<u>-</u>	_	030	
Total resources expended	_	96,575	_	146,564
Net incoming resources		9,144		19,086

### ASSOCIATION OF MUSLIM SCHOOLS (UK) BALANCE SHEET AS AT 31st MARCH 2007

	<del></del>		2006		
CURRENT ASSETS		£	£	£	<del>E</del>
Bank account - Barclays Bank plc		36,840		37,398	
Partnership Costs	(Note 2)	10,225		-	
Cash in hand		624		-	
Debtors		3,830	_	3,830	
		51,519	_	41,228	
CREDITORS: Amounts Falling D	ue Within One Year				
Sundry creditors		2,710		2,897	
Taxation and social security				2,1 <u>35</u>	
		2,710	_	5,032	
NET CURRENT ASSETS			48,809	_	36,196
		-	48,809	=	20,579
UNRESTRICTED FUNDS General funds			48,809		20,579
		-	48,809	-	20,579

- (a) For the period ended 31st March 2007 the company was entitled to exemption under section 249A (2) of the Companies Act 1985
- (b) Members have not required the company to obtain an audit in accordance with section 249B (2) of the Companies Act 1985,
- (c) The directors acknowledge their responsibility for
- (I) ensuring the company keeps accounting records which comply with section 221, and
- (ii) preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year, and of its surplus/deficit for the financial period, in accordance with the requirements of section 226, and which otherwise comply with the requirements of the Companies Act relating to accounts, so far as applicable to the company,
- (d) The accounts have been prepared in accordance with the special provisions in Part vii of the Companies Act 1985 relating to small companies

Director

These accounts were approved on 17th January 2008

# ASSOCIATION OF MUSLIM SCHOOLS (UK) NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD TO 31st MARCH 2007

#### 1. Accounting Policies

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP 2005), applicable accounting statements and the Companies Act 1985. The principal accounting policies adopted in the preparation of the financial statements are as follows -

- (a) <u>Income</u> Subscriptions and donations are accounted for on receipt of the actual amounts
- (b) <u>Resources Expended</u> These are included in the statement of financial activities on an accruals basis. Certain expenditure is directly attributable to specific activities and has been appropriately disclosed. Certain other costs, which relate to more than one activity, are apportioned across cost categories on basis of estimated time spent by staff on these activities.
- (c) <u>Operating Lease</u> Establishment rents payable as charged to statement of financial activities as incurred over the term of the lease
- (d) <u>Fixed Assets</u> The directors feel that moveable fixed assets such as furniture, office equipment and computer equipments should not be capitalised but rather written off as incurred
- (e) <u>Unrestricted Funds</u> These funds can be used in accordance with the charitable objects at the direction of the trustees

#### 2 Partnership Costs

The Association is trying to set up another company in partnership with other organisations which is known as 'The Faith Schools Inspectorate' By 31<sup>st</sup> March 2007, the Association had spent £10,225 in setting up the new company

#### 3. Salaries

The Association employed on average two persons throughout the year Their responsibility is to provide advice, counselling and to liaise with other centres to provide insets and training programs