

Trustees Annual Report 2022
Financial Year 2021/22

Contents

	Page
Legal & Administrative Information	3
Officers Report	4
Full Membership List	5
Executive Committee & Property Trustee List	6
Aims & Objectives	7
Structure Governance	7
Demonstrating Public Benefit	7
Summary of Achievements	7
Summary of Achievements	8
Financial Review	8
Reserves Policy	8
Future Plans	9

Legal & Administrative Information

Charity Name:	Baitul Mukarram Mosque Trust
Charity Registration Number:	1068370
Principal Address:	22-26 St Stephens Road Leicester LE2 1DQ
Tel:	0116 2546138
Email:	b.m.m.trust@gmail.com
Holding Trustees:	Luthfur Rahman Choudhury Hanif Ullah Aminur Talukdar Motiur Rahman Chowdhury Mohammed Junur Miah Gazi

Management Committee

Chairman:	M Khayam
Vice Chairman:	M K Miah
Secretary:	T Ahmed
Assistant Secretary:	M A Mukith
Treasurer:	A Waqui
Assistant Treasurer:	N Hoque
Employees	S MD Rahman N I K Saju
Accountant:	Mian & Co Accountants 5 Faraday Court Conduit Street Leicester LE2 0JN
Bankers:	Barclays Bank PLC St Stephens Road Leicester LE2 1HJ

Officers Report 2022

Chairman's Report

I would like to thank each and every member of this prestigious Trust for supporting me over the last year. I have thoroughly enjoyed the experience. Last year has been a difficult one due to pandemic resulting in lower attendance.

There is lot of work to be done and we must continue to work diligently for the community. Finally if I have offended any one, I humbly ask for your forgiveness. Jazak Allah Khair.

Treasurer's Report

Thank you for your support over the last two years. It has been a privilege to serve this Trust in managing its finances.

Total Income at the end of this period is £64,671 compared to £62,540 in the previous period. Trust donations have started to get back to normal level after two years of set back due to covid-19. During past two years Government support has been invaluable in the form of grants and furlough claims.

Finally if I have offended any one I humbly ask of your forgiveness. JazakAllah Khair.

Secretary's Report

On reflection the last year as a Secretary of this Trust has been a journey that I will remember for sometime.

Going forward I wish each and every member of the trust well and if I have offended any one at any point I am truly sorry and humbly request your forgiveness.

Baitul Mukarram Mosque Trust
Registered Charity Number 1068370

Membership List

	Name
1	Haji Mohammed Hafizur Rahman
2	Haji Mohammed Habibur Rahman
3	Haji Mohammed Afzal Hussain
4	Haji Mohammed Tipu Ahmed
5	Haji Alijahan Chowdhury
6	Haji Mohammed Siftur Rahman
7	Haji Lutfur Rahman Chowdhury
8	Haji Mohammed Hanif Ullah
9	Haji Mohammed Junur Miah Gazi
10	Haji Mohammed Mottiur Rahman
11	Haji Mohammed Aminur Rashid Talukdar
12	Mohammed Abu Bakkar Mukith
13	Mohammed Abdul Alam
14	Haji Abdul Mannan Khan
15	Nazarul Khalique
16	Mohammed Abdul Muhit
17	Haji Mohammed SR Chowdhury
18	Haji Mohammed Abdul Khayam
19	Haji Mohammed Siddiqur Rehman Khayam
20	Mohammed Abdul Kalam Azad
21	Haji Mohammed Amir Uddin
22	Haji Mamon Chowdhury
23	Alif Uddin Gazi
24	Samad Khan
25	Mohammed Mujibur Rahman
26	Haji Azizur Rahman
27	Mohammed Nurul Haque Shohel
28	Mohammed Monsur Ahmed
29	Haji Abdul Awal Azad
30	Haji Kosru Miah
31	Mohammed Ebadur Chowdhury
32	Haji Fakrul Jaman
33	Haji Oyes Ahmed
34	Haji Mohammed Abu Taher MBE
35	Abul Hassan
36	Ruman Ahmed Chowdhury
37	Haji Abdul Waqui
38	Shoukat Hussain
39	Abdul Sattar
40	Shafiqur Rahman

Baitul Mukarram Mosque Trust
Registered Charity Number 1068370

Executive Committee & Property Trustee List for Year ending 31/03/2022

	Name	Position
	Executive Committee	
	M A Khayam	Chair
	M K Miah	Vice Chair
	A Waqui	Treasurer
	N Hoque	Assistant Treasurer
	T Ahmed	Secretary
	M A Mukith	Assistant Secretary
	Trustees	
1	Luthfur Rahman Choudhury	Executive Member
2	Mohammed Aminur Thalukdar	Executive Member
3	Hanif Ullah	Executive Member
4	Motiur Rahman Chowdhury	Executive Member
5	Mohammed Junur Ghazi Miah	Executive Member

Foreword

The Trustees Annual Report was produced in accordance with the reporting requirements of the Charity Commission SORP 2016.

Aims & Objectives

- ♣ To advance the Islamic religion amongst the Muslims prescribed by Islam
- ♣ To advance the education of the public including religious education
- ♣ To relieve poverty and sickness and to preserve and protect the good health of persons resident in Leicester
- ♣ To further such other charitable purposes as the Committee from time to time determines

Structure, Governance & Management

The charity is un-incorporated, governed by constitution and its affairs managed by an Executive Committee from which six elected officers (Chairman, Vice Chairman, Treasurer, Asst Treasurer, Secretary, Asst Secretary) oversee its administration. The Property Trustees and Executive Committee volunteer their personal time, and receive no financial incentive or remuneration, and try to meet every two months.

Demonstrating Public Benefit

The charity carries out a range of activities in pursuance of its charitable aims. The Trustees consider that these activities, summarised below provide benefit.

Summary of Achievements

The Trusts main objective is to provide a place of worship, with Islamic education for the Muslim's of Leicester. The following is a summary of activities the Trust has delivered in line with Government guidance due to covid-19:

Daily Prayers

Providing continuous access to prayer hall seven days a week all year round for Muslims wishing to perform daily prayers and adhering to social distancing rules in doing so. The daily prayers are led by Imam's employed by the Trust.

Friday Prayers

Demand for praying facilities is at its highest during Friday Juma prayers, and now able to provide more space meeting current demand.

Evening Classes

Evening classes in Islamic education have been suspended for most part due to covid-19. There are two paid employees for the purpose of teaching, both of whom are CRB/DBS certified and accredited with child safety induction certificates awarded by

the Federation of Muslim Organisations, an affiliate of the Leicester City Council Child Protection Unit.

Ramadan

Both Imams performed recitation of the Quran after Zuhr (mid-day) prayers attracting a sizeable audience, enabling those in attendance to improve their Arabic and reading of the Quran.

At sunset complimentary water and dates were provided to those breaking fast at the Mosque, attracting a sizeable number for Magrib (sunset) prayers. The water and dates were donated to the Mosque and members of the congregation helped organise and distribute the dates and water.

During the month of Ramadan the Taravi Prayers were performed twice each night at different time slots to accommodate those that work late. Religious talks were also delivered after the Taravi prayers.

Eid Prayers

Two separate times for prayer were organised for both Eid-ul-Fitr & Eid-ul-Adha to meet the needs of the community.

Funeral Service

Assistance given to bereaved families with the bathing and burial of dead bodies, in line with Islamic tradition. This service is delivered free of charge, with support and guidance from the Muslim Burial Council of Leicester (M.B.C.O.L).

M.B.C.O.L is a charitable organisation which the Trust is an affiliate to.

All afore mentioned activities were carried out in line with Government recommendation and social distancing rules.

Financial Review

For the period ending 31/03/2022 the Trusts financial statements were produced on the accruals basis in line with the reporting requirements of SORP 2016 applying accounting standard FRS102, confirmed by appointed accountant Mian & Co.

The Trustees deem that Baitul Mukarram Mosque Trust will continue to function as a going concern.

No expenses were claimed by any Trustees in relation to travelling, subsistence or entertainment during this financial period. No related party transactions that require reporting in this financial period have taken place.

Reserves Policy

The Trustees are committed to using funds in pursuit of its charitable objects. The Trust allows for unrestricted cash reserves between a minimum of two months operating costs, up to a maximum of £62,000. This is deemed sufficient as the Trust would be able to carry on functioning in the event of:

- ♣ Losing a major income source
- ♣ Needing to carry out urgent repairs, as the main part of the building is more than hundred years old as well as
- ♣ Managing the repayment of long term liabilities

Excess reserves held at the end of the 2021/22 financial year will be moved to the unrestricted funds for the following financial year.

Current Account funds of £194,396 as at 31/03/2022 will be carried forward to the unrestricted funds for 2022/23 financial year.

Future Plans

To continue to provide a comfortable place of worship, education and funeral service where possible. Explore further engagement within the wider community of Highfields.

Signed by:

Date:

M A Khayam

Signed by:

Date:

BAITUL-MUKARRAM

MOSQUE TRUST

Income and Expenditure Account for year ended 31st March 2022.

Mian & Co Accountants

2nd Floor Offices
5 Faraday Court
Conduit Street
Leicester.

Baitul-Mukarram Mosque Trust**Contents**

	Page No
Trust information	3
Income & Expenditure Account	4
Balance Sheet	5
Schedule of Movement of Fixed Assets	6
Income breakdown	7
Detailed Income and Expenditure Account	8
Debtors & Creditors List	9

Trust Name: **Baitul-Mukarram Mosque Trust**

Address: 22-24 St Stephens Road
Leicester.
LE2 1DQ

Trustees: Mr Lutfur Rahman Choudhury
Mohammed Aminur Thalukdar
Hanif Ullah
Motiur Rahman Chowdhury
Junur Gazi Miah

Income and Expenditure Account for year ended 31st March 2022.

We the undersigned confirm that we have made available all the books and records necessary to produce the annual Accounts.

Signed:-----
Chair – M A Khayam

Treasurer – A Waqui

We certify that the attached Income and Expenditure Account and Balance Sheet have been prepared in accordance with the accounting records and the information and explanations supplied **without carrying out an audit.**

Baitul-Mukarram Mosque Trust

Income and Expenditure Account for year ended 31st March 2022.

	2022		2021	
	£	£	£	£
Donations		44,368		42,860
Other Income		20,303		19,680
Total Income		64,671		62,540
 <u>Less Overheads</u>				
Employee Costs	31,950		21,540	
Premises Costs	6,667		5,880	
Repairs	5,687		2,191	
General Admin Costs	1,254		82	
Legal and Professional Costs	1,368		1,359	
Depreciation	5,437		5,593	
		52,362		36,645
Net Profit		£ 12,309		£ 25,895

Baitul-Mukarram Mosque Trust

Balance Sheet as at 31st March 2022.

	2022	2021
	£	£
<u>Fixed Assets</u>		
As per attached Schedule	434,258	439,466
<u>Current Assets</u>		
Debtors / Prepayments	-	3,329
Bank – C/A	194,396	175,420
Bank – Relief Fund	1,952	777
Cash in Hand	-	-
	<u>196,348</u>	<u>179,526</u>
<u>Current Liabilities</u>		
Creditors / Accruals	1,739	2,434
Rental Deposits	-	-
	<u>1,739</u>	<u>2,434</u>
	194,609	177,092
	<u>£ 628,867</u>	<u>£ 616,558</u>
<u>Financed By</u>		
Balance b/f	616,558	590,663
Profit for the Year b/d	12,309	25,895
	<u>£ 628,867</u>	<u>£ 616,558</u>

Baitul-Mukarram Mosque Trust

Schedule of Movement of Fixed Assets as at 31st March 2022.

	Properties £	Equipment £	Total £
Cost:			
At 1.04.2021	482,179	8,411	490,590
Additions in the year	-	229	229
At 31.03.2022	<u>482,179</u>	<u>8,640</u>	<u>490,819</u>
 Depreciation:			
At 1.04.2021	45,179	5,945	51,124
Charge for the year	4,763	674	5,437
At 31.03.2022	<u>49,942</u>	<u>6,619</u>	<u>56,561</u>
 N.B.V:			
At 31.03.2022	<u>432,237</u>	<u>2,021</u>	<u>434,258</u>
At 31.03.2021	<u>437,000</u>	<u>2,466</u>	<u>439,466</u>

Baitul-Mukarram Mosque Trust

Income:

	2022		2021	
	Unrestricted Funds £	Restricted Funds £	Unrestricted Funds £	Restricted Funds £
<u>Donations</u>				
Collections	34,247	-	15,099	-
Zakat	1,726	-	229	-
Madrassa Fees	3,595		180	
Membership Fees	4,800	-	4,080	-
		-		-
	44,368	-	19,588	-
<u>Other Income</u>				
HMRC CJR Scheme Grants	1,178		13,452	
Government Grants (LCC)	-		10,000	
Rental Income	19,125	-	19,500	-
	20,303	-	42,952	-
	£ 64,671	-	£ 62,540	-

There were no Restricted Funds in this year

Baitul-Mukarram Mosque Trust

Income and Expenditure Account for year ended 31st March 2022.

	2022	2021
	£	£
Donations	44,368	19,588
Rental Income	19,125	19,500
Government Grants	1,178	23,452
Total Income	64,671	62,540
 <u>Less Overheads</u>		
<u>Employee Costs</u>		
Wages & Salaries	30,832	20,950
Pensions	1,118	590
Staff Training & Welfare	-	-
	<u>31,950</u>	<u>21,540</u>
 <u>Premises Costs</u>		
Cleaning	60	400
Insurance	1,131	1,139
Licence Fee	75	75
Light & Heat	5,035	3,900
Ramadan Food	-	1
Rates	366	365
	<u>6,667</u>	<u>5,880</u>
 <u>Repairs</u>		
Repairs & Maintenance	<u>5,687</u>	<u>2,191</u>
 <u>General Admin Expenses</u>		
Postage Printing & Stationery	144	17
Telephone	410	65
Donations	700	-
Bank Charges	-	-
	<u>1,254</u>	<u>82</u>
 <u>Professional and Legal Costs</u>		
Accountancy Fees	1,165	1,359
Legal Fees	203	-
	<u>1,368</u>	<u>1,359</u>
 <u>Depreciation</u>		
Provision for Depreciation	<u>5,437</u>	<u>5,593</u>
 Net Profit	 <u>52,362</u> <u>£ 12,309</u>	 <u>36,645</u> <u>£ 25,895</u>

Baitul-Mukarram Mosque Trust

Notes to the Accounts for the year ended 31st March 2022.

Creditors & Accruals

	2022	2021
BT	-	43
NEST Pension	-	-
PAYE	53	322
Wages	521	
STWA	-	366
	<u>574</u>	<u>731</u>
 Accruals	 <u>1,165</u>	 <u>1,703</u>
	<u>1,165</u>	<u>1,703</u>
	 <u>£ 1,739</u>	 <u>£ 2,434</u>

Independent Examiners Report
To Baitul Mukarram Mosque Trust

I report on the accounts of Baitul Mukarram Mosque Trust for year ended 31st March 2022

Respective responsibilities of trustees and examiner

The Charity's trustees are responsible for the preparation of accounts. The Charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 and an independent examination is needed.

It is my responsibility to: examine the accounts under section 145 of the 2011 Act: to follow the procedures laid down in the General Directions given by 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 Examiners 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 you as 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 "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 matter has come to my attention: i) which gives me reasonable cause to believe in any material respect the requirements to keep accounting records in accordance with section 130 of the 2011 Act: and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act, have not been met: or ii) to which, in my opinion, attention should be drawn in order to enable proper understanding of the accounts to be reached.

I Ul-Haq FFA
Mian & Co Accountants
5 Faraday Court
Conduit Street
Leicester
LE2 0JN