

**Trustees Annual Report 2023**  
Financial Year 2022/23

# **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:	<a href="mailto:b.m.m.trust@gmail.com">b.m.m.trust@gmail.com</a>
Holding Trustees:	Luthfur Rahman Choudhury Mohammed Hanif Ullah Aminur Talukdar Motiur Rahman Chowdhury Mohammed Junur Miah Gazi Mohammed Siftur Rahman Mohammed Hafizur Rahman

### **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 Hafej MD Bodrul Alam
Accountant:	Sterlyn Ltd 11 Main Street Barkby Leicester LE7 3QJ
Bankers:	Barclays Bank PLC Leicester

## **Officers Report 2023**

### **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. After a difficult pandemic period we have started to recover and get back to normality and that is now reflected in our accounts.

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 £80,628 compared to £64,671 in the previous period. Trust donations have started to get back to normal level after two years of set back due to covid-19 and I firmly believe that our finances are and will remain strong.

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**

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

**Baitul Mukarram Mosque Trust**  
Registered Charity Number 1068370

**Executive Committee & Property Trustee List for Year ending 31/03/2023**

	<b>Name</b>	<b>Position</b>
	<b>Executive Committee</b>	
	M A Khayam	Chair
	M K Miah	Vice Chair
	A Waqui	Treasurer
	N Hoque	Assistant Treasurer
	T Ahmed	Secretary
	M A Mukith	Assistant Secretary
	<b>Trustees</b>	
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
6	Mohammed Siftur Rahman	Executive Member
7	Mohammed Hafizur Rahman	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 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**

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 31/03/2023 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



**Baitul Mukarram Mosque Trust**  
Registered Charity Number 1068370

♣ 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 2022/23 financial year will be moved to the unrestricted funds for the following financial year.

Current Account funds of £10,993 as at 31/03/2023 will be carried forward to the unrestricted funds for 2023/24 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 (Chair)

Signed by: .....

Date: .....

T Ahmed (secretary)

# **BAITUL-MUKARRAM**

## **MOSQUE TRUST**

*Income and Expenditure Account for year ended 31<sup>st</sup> March 2023.*

**Sterlyn Ltd**  
11 Main Street  
Barkby  
Leicester.  
LE7 3QG

**Baitul-Mukarram Mosque Trust****Contents**

	<b>Page No</b>
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  
Mohammed Siftur Rahman  
Mohammed Hafizur Rahman

Income and Expenditure Account for year ended 31<sup>st</sup> March 2023.

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 31<sup>st</sup> March 2023.**

	2023		2022	
	£	£	£	£
Donations		64,428		44,368
Other Income		16,200		20,303
<b>Total Income</b>		<b>80,628</b>		<b>64,671</b>
 <b><u>Less Overheads</u></b>				
Employee Costs	36,272		31,950	
Premises Costs	8,227		6,667	
Repairs	9,802		5,687	
General Admin Costs	6,629		1,253	
Legal and Professional Costs	1,165		1,368	
Depreciation	506		5,437	
		62,601		52,362
<b>Net Profit</b>		<b>£ 18,027</b>		<b>£ 12,309</b>

**Baitul-Mukarram Mosque Trust**

**Balance Sheet as at 31<sup>st</sup> March 2023.**

	2023		2022
	£	£	£
<b><u>Fixed Assets</u></b>			
As per attached Schedule	631,596		434,258
<b><u>Current Assets</u></b>			
Debtors / Prepayments	1,111		-
Bank – C/A	10,993		194,396
Bank – Relief Fund	3,428		1,952
Cash in Hand	-		-
	<u>15,532</u>		<u>196,348</u>
<b><u>Current Liabilities</u></b>			
Creditors / Accruals	234		1,739
Rental Deposits	-		-
	<u>234</u>		<u>1,739</u>
	15,298		194,609
	<u>£ 646,894</u>		<u>£ 628,867</u>
<b><u>Financed By</u></b>			
Balance b/f	628,867		616,558
Profit for the Year b/d	18,027		12,309
	<u>£ 646,894</u>		<u>£ 628,867</u>

**Baitul-Mukarram Mosque Trust**

**Schedule of Movement of Fixed Assets as at 31<sup>st</sup> March 2023.**

	<b>Properties £</b>	<b>Equipment £</b>	<b>Total £</b>
<b>Cost:</b>			
At 1.04.2022	482,179	8,640	490,819
Additions in the year	197,844	-	197,844
At 31.03.2023	<u>680,023</u>	<u>8,640</u>	<u>688,663</u>
 <b>Depreciation:</b>			
At 1.04.2022	49,942	6,619	56,561
Charge for the year	-	506	506
At 31.03.2023	<u>49,942</u>	<u>7,125</u>	<u>57,067</u>
 <b>N.B.V:</b>			
At 31.03.2023	<u>630,081</u>	<u>1,515</u>	<u>631,596</u>
At 31.03.2022	<u>432,237</u>	<u>2,021</u>	<u>434,258</u>

**Baitul-Mukarram Mosque Trust**

**Income:**

	2023		2022	
	Unrestricted Funds £	Restricted Funds £	Unrestricted Funds £	Restricted Funds £
<b><u>Donations</u></b>				
Collections	47,798	-	34,247	-
Zakat	6,020	-	1,726	-
Madrassa Fees	5,250		3,595	
Membership Fees	4,560	-	4,800	-
Donations Recei – Al Khid	800	-		-
	<b>64,428</b>	<b>-</b>	<b>44,368</b>	<b>-</b>
<b><u>Other Income</u></b>				
HMRC CJR Scheme Grants	100		1,178	
Government Grants (LCC)	-		-	
Rental Income	16,100	-	19,125	-
	<b>16,200</b>	<b>-</b>	<b>20,303</b>	<b>-</b>
	<b>£ 80,628</b>	<b>-</b>	<b>£ 64,671</b>	<b>-</b>

**There were no Restricted Funds in this year**



**Baitul-Mukarram Mosque Trust**

**Income and Expenditure Account for year ended 31<sup>st</sup> March 2023.**

	<b>2023</b>		<b>2022</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Donations	53,818		36,213
Donations from other Charities	800		-
Membership Fees	4,560		4,560
Madrasa Fees	5,250		3,595
Rental Income	16,100		19,125
Government Grants	100		1,178
<b>Total Income</b>	<b>80,628</b>		<b>64,671</b>
<b><u>Less Overheads</u></b>			
<b><u>Employee Costs</u></b>			
Wages & Salaries	34,668		30,832
Pensions	1,604		1,118
Staff Training & Welfare	-		-
	<u>36,272</u>		<u>31,950</u>
<b><u>Premises Costs</u></b>			
Cleaning	481		60
Insurance	400		1,131
Licence Fee	104		75
Light & Heat	6,837		5,035
Ramadan Food	-		-
Rates	405		366
	<u>8,227</u>		<u>6,667</u>
<b><u>Repairs</u></b>			
Repairs & Maintenance	<u>9,802</u>		<u>5,687</u>
<b><u>General Admin Expenses</u></b>			
Postage Printing & Stationery	-		144
Telephone	604		409
Donations	6,000		700
Bank Charges	25		-
	<u>6,629</u>		<u>1,253</u>
<b><u>Professional and Legal Costs</u></b>			
Accountancy Fees	1,165		1,165
Legal Fees	-		203
	<u>1,165</u>		<u>1,368</u>
<b><u>Depreciation</u></b>			
Provision for Depreciation	<u>506</u>		<u>5,437</u>
<b>Net Profit</b>	<u>62,601</u> <b><u>£ 18,027</u></b>		<u>52,362</u> <b><u>£ 12,309</u></b>

**Baitul-Mukarram Mosque Trust**

**Notes to the Accounts for the year ended 31<sup>st</sup> March 2023.**

**Creditors & Accruals**

	<b>2023</b>	<b>2022</b>
British Gas	( 556 )	-
E-On	( 826 )	-
Nest Pension	33	-
PAYE	418	53
Wages	-	521
	<u>( 931 )</u>	<u>574</u>
 Accruals	 1,165	 1,165
	<u>1,165</u>	<u>1,165</u>
	 <u>£ 234</u>	 <u>£ 1,739</u>

# **BAITUL-MUKARRAM**

## **MOSQUE TRUST**

*Income and Expenditure Account for year ended 31<sup>st</sup> March 2023.*

**Sterlyn Ltd**  
11 Main Street  
Barkby  
Leicester.  
LE7 3QG

**Baitul-Mukarram Mosque Trust****Contents**

	<b>Page No</b>
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  
Mohammed Siftur Rahman  
Mohammed Hafizur Rahman

Income and Expenditure Account for year ended 31<sup>st</sup> March 2023.

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 31<sup>st</sup> March 2023.**

	2023		2022	
	£	£	£	£
Donations		64,428		44,368
Other Income		16,200		20,303
<b>Total Income</b>		<b>80,628</b>		<b>64,671</b>
 <b><u>Less Overheads</u></b>				
Employee Costs	36,272		31,950	
Premises Costs	8,227		6,667	
Repairs	9,802		5,687	
General Admin Costs	6,629		1,253	
Legal and Professional Costs	1,165		1,368	
Depreciation	506		5,437	
		62,601		52,362
<b>Net Profit</b>		<b>£ 18,027</b>		<b>£ 12,309</b>

**Baitul-Mukarram Mosque Trust**

**Balance Sheet as at 31<sup>st</sup> March 2023.**

	2023		2022
	£	£	£
<b><u>Fixed Assets</u></b>			
As per attached Schedule	631,596		434,258
<b><u>Current Assets</u></b>			
Debtors / Prepayments	1,111		-
Bank – C/A	10,993		194,396
Bank – Relief Fund	3,428		1,952
Cash in Hand	-		-
	<u>15,532</u>		<u>196,348</u>
<b><u>Current Liabilities</u></b>			
Creditors / Accruals	234		1,739
Rental Deposits	-		-
	<u>234</u>		<u>1,739</u>
	15,298		194,609
	<u>£ 646,894</u>		<u>£ 628,867</u>
<b><u>Financed By</u></b>			
Balance b/f	628,867		616,558
Profit for the Year b/d	18,027		12,309
	<u>£ 646,894</u>		<u>£ 628,867</u>

**Baitul-Mukarram Mosque Trust**

**Schedule of Movement of Fixed Assets as at 31<sup>st</sup> March 2023.**

	<b>Properties £</b>	<b>Equipment £</b>	<b>Total £</b>
<b>Cost:</b>			
At 1.04.2022	482,179	8,640	490,819
Additions in the year	197,844	-	197,844
At 31.03.2023	<u>680,023</u>	<u>8,640</u>	<u>688,663</u>
 <b>Depreciation:</b>			
At 1.04.2022	49,942	6,619	56,561
Charge for the year	-	506	506
At 31.03.2023	<u>49,942</u>	<u>7,125</u>	<u>57,067</u>
 <b>N.B.V:</b>			
At 31.03.2023	<u>630,081</u>	<u>1,515</u>	<u>631,596</u>
At 31.03.2022	<u>432,237</u>	<u>2,021</u>	<u>434,258</u>



**Baitul-Mukarram Mosque Trust**

**Income:**

	2023		2022	
	Unrestricted Funds £	Restricted Funds £	Unrestricted Funds £	Restricted Funds £
<b><u>Donations</u></b>				
Collections	47,798	-	34,247	-
Zakat	6,020	-	1,726	-
Madrassa Fees	5,250		3,595	
Membership Fees	4,560	-	4,800	-
Donations Recei – Al Khid	800	-		-
	<b>64,428</b>	<b>-</b>	<b>44,368</b>	<b>-</b>
<b><u>Other Income</u></b>				
HMRC CJR Scheme Grants	100		1,178	
Government Grants (LCC)	-		-	
Rental Income	16,100	-	19,125	-
	<b>16,200</b>	<b>-</b>	<b>20,303</b>	<b>-</b>
	<b>£ 80,628</b>	<b>-</b>	<b>£ 64,671</b>	<b>-</b>

**There were no Restricted Funds in this year**

**Baitul-Mukarram Mosque Trust**

**Income and Expenditure Account for year ended 31<sup>st</sup> March 2023.**

	<b>2023</b>		<b>2022</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Donations	53,818		36,213
Donations from other Charities	800		-
Membership Fees	4,560		4,560
Madrasa Fees	5,250		3,595
Rental Income	16,100		19,125
Government Grants	100		1,178
<b>Total Income</b>	<b>80,628</b>		<b>64,671</b>
<b><u>Less Overheads</u></b>			
<b><u>Employee Costs</u></b>			
Wages & Salaries	34,668		30,832
Pensions	1,604		1,118
Staff Training & Welfare	-		-
	<u>36,272</u>		<u>31,950</u>
<b><u>Premises Costs</u></b>			
Cleaning	481		60
Insurance	400		1,131
Licence Fee	104		75
Light & Heat	6,837		5,035
Ramadan Food	-		-
Rates	405		366
	<u>8,227</u>		<u>6,667</u>
<b><u>Repairs</u></b>			
Repairs & Maintenance	<u>9,802</u>		<u>5,687</u>
<b><u>General Admin Expenses</u></b>			
Postage Printing & Stationery	-		144
Telephone	604		409
Donations	6,000		700
Bank Charges	25		-
	<u>6,629</u>		<u>1,253</u>
<b><u>Professional and Legal Costs</u></b>			
Accountancy Fees	1,165		1,165
Legal Fees	-		203
	<u>1,165</u>		<u>1,368</u>
<b><u>Depreciation</u></b>			
Provision for Depreciation	<u>506</u>		<u>5,437</u>
<b>Net Profit</b>	<u>62,601</u>		<u>52,362</u>
	<b><u>£ 18,027</u></b>		<b><u>£ 12,309</u></b>

**Baitul-Mukarram Mosque Trust**

**Notes to the Accounts for the year ended 31<sup>st</sup> March 2023.**

**Creditors & Accruals**

	<b>2023</b>	<b>2022</b>
British Gas	( 556 )	-
E-On	( 826 )	-
Nest Pension	33	-
PAYE	418	53
Wages	-	521
	<u>( 931 )</u>	<u>574</u>
 Accruals	 <u>1,165</u>	 <u>1,165</u>
	<u><b>1,165</b></u>	<u><b>1,165</b></u>
	 <u><u>£ 234</u></u>	 <u><u>£ 1,739</u></u>