

REGISTERED CHARITY NUMBER: 1073906

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2021
FOR
NORTH WEST KENT MUSLIM ASSOCIATION**

Adams and Moore
Chartered Certified Accountants
Adams and Moore House
Instone Road
Dartford
KENT
DA1 2AG

NORTH WEST KENT MUSLIM ASSOCIATION

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FOR THE YEAR ENDED 30 JUNE 2021**

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NORTH WEST KENT MUSLIM ASSOCIATION

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 JUNE 2021

The trustees present their report with the financial statements of the charity for the year ended 30 June 2021. 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 Charity number

1073906

Principal address

NORTH WEST KENT MUSLIM ASSOCIATION
60 CRAYFORD HIGH STREET
DARTFORD
DA1 4EF

NORTH WEST KENT MUSLIM ASSOCIATION

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 JUNE 2021

REFERENCE AND ADMINISTRATIVE DETAILS

Trustees

The trustees present their report and financial statements for the year ended 30 June 2021

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's [governing document], the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016)

Objectives and activities

The charity exists for the benefit of the public, especially Muslim inhabitants of North West Kent (which includes Dartford, Crayford, Swanley, Bexley and surrounding areas). There has been no change to this during the year.

The specific aims of the charity are:-

- a) To advance the Islamic religion.
- b) To advance the education in accordance with the tenets and doctrines of Islam.
- c) To relieve Muslims and others who are in need by reason of poverty, sickness and/or distress.
- d) To provide and assist in the provision of facilities for recreation and other leisure time occupations in the interest of social welfare and with the objective of improving conditions of life of the said inhabitants.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Achievements and performance

Financial review

During the year the charity raised donations of £61,068 (2020: £63,782).

The total resources expended amounted to £24,684 (2020: £61,061).

There was a net surplus, that increases the reserves held by the charity of £36,384.58 (2020: £2,721).

This year sees the continuation of a programme of improvements, and alterations to the property. Over a 4 year period, from 2017, it is envisaged that approximately £150,000 will be spent on the internal space and external look of the premises. All of this expenditure is viewed as revenue expense and will be met in part from donations and also a reduction in the unrestricted fund balance.

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

The trustees who served during the year and up to the date of signature of the financial statements were:

Mr L Wahed

Mr S S Alum

Mr M A Munim

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

NORTH WEST KENT MUSLIM ASSOCIATION

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 JUNE 2021

REFERENCE AND ADMINISTRATIVE DETAILS

Independent examiner

Adams and Moore
Chartered Certified Accountants
Adams and Moore House
Instone Road
Dartford
KENT
DA1 2AG

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated charity.

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.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

During the pandemic a 24/7 helpline was set up to help and support diverse community and residents of Dartford Borough Council and Borough of Bexley Council.

The services included:

- 24/7 phone line to assist any member of community in need regardless of any ethnic background or religion
- Providing a friendly phone service to help people that may be isolated or lonely
- Referring members of the community to correct services in time of needs
- Food parcel delivery free of charge to residents who are having difficulty to cope
- Assist with shopping and delivery
- Posting mail/parcel
- Online tutoring
- Prescription's collection
- Advice and counselling
- Provided NHS staff with food at Darent Valley Hospital

We worked in liaison with;

Bexley Help line (Bexley council services), rethink mental health (helping Syrian refugee family), Healthy Living Centre (Dartford), daily Bazar halal grocery shop, Help the aged, Kent together (Dartford council services), Age UK (North West Kent), Crayford Baptist Church, Age UK (Bexley) Samaritans 24 hour Help line counselling.

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

.....
S Alum - Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF NORTH WEST KENT MUSLIM ASSOCIATION

I report on the accounts for the year ended 30 June 2021, which are set out on pages five to twelve.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I have examined your charity's accounts as required under section 145 of the Charities Act 2011 ('the Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

My role is to state whether any material matters have come to my attention giving me cause to believe:

1. that accounting records were not kept as required by section 130 of the Act; or
2. that the accounts do not accord with those records; or
3. that the accounts do not comply with the accounting requirements of the Act; or
4. that there is further information needed for a proper understanding of the accounts.

Independent examiner's statement

I have completed my examination and have no concerns in respect of the matters (1) to (4) listed above and, in connection with following the Directions of the Charity Commission I have found no matters that require drawing to your attention.

Adams and Moore
Chartered Certified Accountants
Adams and Moore House
Instone Road
Dartford
KENT
DA1 2AG

Date:

NORTH WEST KENT MUSLIM ASSOCIATION

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 30 JUNE 2021

		30.6.21 Unrestricted fund £	30.6.20 Total funds £
INCOMING RESOURCES	Notes		
Incoming resources from generated funds			
Voluntary income		61,068	63,782
RESOURCES EXPENDED			
Costs of generating funds			
Costs of generating voluntary income	2	7,247	31,234
Investment management costs	3	3,540	14,090
Charitable activities			
Charitable Activity		<u>13,897</u>	<u>15,737</u>
Total resources expended		<u>24,684</u>	<u>61,061</u>
NET INCOMING RESOURCES		36,384	2,721
RECONCILIATION OF FUNDS			
Total funds brought forward		<u>483,414</u>	<u>480,693</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>519,798</u></u>	<u><u>483,414</u></u>

The notes form part of these financial statements

NORTH WEST KENT MUSLIM ASSOCIATION

BALANCE SHEET AT 30 JUNE 2021

		30.6.21 Unrestricted fund £	30.6.20 Total funds £
FIXED ASSETS	Notes		
Tangible assets	6	457,005	457,682
Investment property	7	<u>10,000</u>	<u>10,000</u>
		467,005	467,682
CURRENT ASSETS			
Cash at bank and in hand		62,793	25,732
CREDITORS			
Amounts falling due within one year	8	(10,000)	(10,000)
		<u>52,793</u>	<u>15,732</u>
NET CURRENT ASSETS			
		<u>519,798</u>	<u>483,414</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			
		<u>519,798</u>	<u>483,414</u>
NET ASSETS			
		<u>519,798</u>	<u>483,414</u>
FUNDS	9		
Unrestricted funds		<u>519,798</u>	<u>483,414</u>
TOTAL FUNDS		<u>519,798</u>	<u>483,414</u>

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

.....
S Alum -Trustee

The notes form part of these financial statements

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2021**

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

Restricted funds, when held, are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Incoming resources

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

Turnover is measured at the fair value of the consideration received or receivable and represents amounts receivable for goods and services provided in the normal course of business, net of discounts, VAT and other sales related taxes.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs 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.

Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life.

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 30 JUNE 2021**

1. ACCOUNTING POLICIES - continued

Accounting convention

Land and buildings Not depreciated

Plant and machinery 20% reducing balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any) .

Intangible assets with indefinite useful lives and intangible assets not yet available for use are tested for impairment annually, and whenever there is an indication that the asset may be impaired.

Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

Taxation

The charity is exempt from tax on its charitable activities.

NORTH WEST KENT MUSLIM ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 30 JUNE 2021

1. ACCOUNTING POLICIES - continued

Accounting convention

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 the 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.

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.

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.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Investment property

Investment property is shown at most recent valuation. Any aggregate surplus or deficit arising from changes in market value is transferred to a revaluation reserve.

2. COSTS OF GENERATING VOLUNTARY INCOME

	30.6.21	30.6.20
	£	£
Support costs	<u>7,247</u>	<u>31,234</u>

3. INVESTMENT MANAGEMENT COSTS

	30.6.21	30.6.20
	£	£
Property repairs & maintenance	2,210	4,390
Support costs	<u>1,330</u>	<u>9,700</u>
	<u>3,540</u>	<u>14,090</u>

NORTH WEST KENT MUSLIM ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 30 JUNE 2021

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 30 June 2021 nor for the year ended 30 June 2020.

Trustees' expenses

There were no trustees' expenses paid for the year ended 30 June 2021 nor for the year ended 30 June 2020.

5. STAFF COSTS

	30.6.21	30.6.20
	£	£
Wages and salaries	<u>7,247</u>	<u>31,234</u>

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

	30.6.21	30.6.20
	<u>1</u>	<u>3</u>
Average number of employees		

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

6. TANGIBLE FIXED ASSETS

	Freehold property £	Plant and machinery £	Totals £
COST			
At 1 July 2020 and 30 June 2021	<u>454,297</u>	<u>37,594</u>	<u>491,891</u>
DEPRECIATION			
At 1 July 2020	-	34,209	34,209
Charge for year	<u>-</u>	<u>677</u>	<u>677</u>
At 30 June 2021	<u>-</u>	<u>34,886</u>	<u>34,886</u>
NET BOOK VALUE			
At 30 June 2021	<u>454,297</u>	<u>2,708</u>	<u>457,005</u>
At 30 June 2020	<u>454,297</u>	<u>3,385</u>	<u>457,682</u>

7. INVESTMENT PROPERTY

	£
MARKET VALUE	
At 1 July 2020 and 30 June 2021	<u>10,000</u>
NET BOOK VALUE	
At 30 June 2021	<u>10,000</u>
At 30 June 2020	<u>10,000</u>

NORTH WEST KENT MUSLIM ASSOCIATION

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 30 JUNE 2021**

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	30.6.21	30.6.20
	£	£
Other creditors	<u>10,000</u>	<u>10,000</u>

9. MOVEMENT IN FUNDS

	At 1.7.20 £	Net movement in funds £	At 30.6.21 £
Unrestricted funds			
General fund	483,414	36,384	519,798
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>483,414</u>	<u>36,384</u>	<u>519,798</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	61,068	(24,684)	36,384
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>61,068</u>	<u>(24,684)</u>	<u>36,384</u>

Comparatives for movement in funds

	At 1.7.19 £	Net movement in funds £	At 30.6.20 £
Unrestricted Funds			
General fund	480,693	2,721	483,414
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>480,693</u>	<u>2,721</u>	<u>483,414</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	63,782	(61,061)	2,721
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>63,782</u>	<u>(61,061)</u>	<u>2,721</u>

NORTH WEST KENT MUSLIM ASSOCIATION

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 30 JUNE 2021**

9. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.7.19 £	Net movement in funds £	At 30.6.21 £
Unrestricted funds			
General fund	<u>480,693</u>	<u>39,105</u>	<u>519,798</u>
TOTAL FUNDS	<u><u>480,693</u></u>	<u><u>39,105</u></u>	<u><u>519,798</u></u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	<u>124,850</u>	<u>(85,745)</u>	<u>39,105</u>
TOTAL FUNDS	<u><u>124,850</u></u>	<u><u>(85,745)</u></u>	<u><u>39,105</u></u>

NORTH WEST KENT MUSLIM ASSOCIATION

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30 JUNE 2021**

	30.6.21 £	30.6.20 £
INCOMING RESOURCES		
Voluntary income		
Tithed giving	53,788	57,220
Grants	4,335	2,322
Other income	<u>2,945</u>	<u>4,240</u>
	<u>61,068</u>	<u>63,782</u>
Total incoming resources	61,068	63,782
RESOURCES EXPENDED		
Investment management costs		
Property repairs & maintenance	2,210	4,390
Charitable activities		
Rent & Rate	1,586	2,696
Motor expenses	116	3,060
Light and Heat	1,464	6,813
Telephone	146	346
Advertisement	3,350	-
Grants to individuals	<u>6,558</u>	<u>1,976</u>
	13,220	14,891
Support costs		
Human resources		
Wages	7,247	31,234
Depreciation of tangible fixed assets	<u>677</u>	<u>846</u>
	7,924	32,080
Other		
Premises Expenses	<u>1,330</u>	<u>9,700</u>
Total resources expended	24,684	61,061
	<hr/>	<hr/>
Net income	<u><u>36,384</u></u>	<u><u>2,721</u></u>

This page does not form part of the statutory financial statements