

Registered Company Number: 03974795 (England and Wales)
Registered Charity Number: 1093457

Muslim Educational Consultative Committee

**Report of the Trustees and
Financial Statements
For the year ended 31-March-2021**

Muslim Educational Consultative Committee
Report of the Trustees & Financial Statements
For the year ended 31-March-2021

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**MUSLIM EDUCATIONAL CONSULTATIVE COMMITTEE
COMPANY LIMITED BY GUARANTEE**

TRUSTEES ANNUAL REPORT

YEAR ENDING 31 MARCH 2020

The trustees, who are also directors for the purposes of company law, have pleasure in presenting their report and the unaudited financial statements of the charity for the year ended 31 March 2021.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered charity name	Muslim Educational Consultative Committee
Charity registration number	1093457
Company registration number	3974795
Principal office	93 Court Road Balsall Heath Birmingham B12 9LQ
Registered office	93 Court Road Balsall Heath Birmingham B12 9LQ

THE TRUSTEES

The trustees who served the company during the period were as follows:

Chairman Board of Trustees	Mr M.Dad
Secretary	Dr K.Bashir
Treasurer	Mr Mahmood Zahid Khan (Acting)
Trustees	Mr Parwez Ahmed Mr Ashfaq Ahmed Mr M Zulfiqar
Accountants	Mr F M Khalid (Patron) Ruhaan & Co Accountants Suite 38-P, Alum Rock Road, Birmingham B8 1JA.

OBJECTIVES:

- To provide guidance and support for short and long term unemployed people who want to return to employment.
- To support people through the transition of been employed who find it difficult to adjust to their new status.
- Provide a rapid and independent support service; accessible to all.
- To maximising our client's income, by way of ensuring that appropriate, In-Work benefits are been fully utilised.
- Facilitate assessments for our client's to acquire further education, training and improve skill base levels.
- Provide one to one counselling to our clients to become employable for them to recognise their own priorities role and responsibility.
- Maintain strict confidence in accordance with Data Protection at all times regarding personal information obtained and stored.
- Maintain regular personalised contact with our 'clients'
- To work in "partnership" and build links with other local, regional agencies.

ACHIEVEMENTS AND PERFORMANCE

Current Projects:

Birinus Communitas Well-Being Project

The project help and deliver essential services during the most demanding and difficult time, we adopted our existing advice services. People were made aware of their entitlement through information and advice by providing advocacy support through online formats and telephone service.

COVID 19 Supports For Unemployed

Coronavirus (Covid-19) Support: The project was to provide assistance to individuals with information, guidance and advice, Specific activities for over 50's focus on job search and job matching in Multilanguage's, guidance, counselling, advice, signposting to mainstream provision, internet access for information, housing & council tax advice.

Small Heath Community Forum

We continue to provide a range of activities that promote physical, mental health well-being, health information out to families and other community groups in the area. Our service is independent and provides free, confidential, and impartial advice to everybody regardless of race, gender, disability, nationality, religion or age.

MECC Enterprise Hub

Support for new Business

MECC enterprise hub is here to offer help and support in developing viable business plan, pitch, and its delivery. In addition, you will be introduced to the regions extensive network of business throughout Birmingham and West Midlands.

projects that helps engage the support of the local community and helps promote the work we do.

The current economic climate will inevitably impact on funding available for projects within this sector. However, the needs of our community will continue to increase. Nevertheless, we will continue to develop as a project, identifying and meeting the needs of the community with the resources we have available. We will also continue to seek long term funding and we will look closely at how we can work in new ways with the Public Sector and other community organisations, as well as generating income from our own facilities and skills and pursue a robust fund-raising campaign.

Accounts

MECC have employed Ruhaan Chartered Accountant to carry out accountancy and payroll along with producing the annual accounts, there are monthly finance management meetings that take place to ensure adequate finance control processes are embedded and ongoing reviews regarding the performances of the Trust.

The Trust is now more forward planning and it is envisage that forecasting & budgeting will become the forefront of the finance agenda. It is believed therefore that strategically, we can look at how to better utilise the resources we have to provide a better service to our clients is our overriding objective.

The Executive Committee's policy is to invest surplus funds, and to endeavour to keep a balance of at least £20,000 for working capital to cover the forthcoming six months' running costs and help finance future projects.

Acknowledgments

We wish to thank and acknowledge all organisations and individuals who have participated and contributed (both financial and others) to the running and working of MECC in the past

Small company provisions

This report has been prepared in accordance with the small companies' regime under the Companies Act 2006.

Approved by the Board and signed on its behalf by:

Mazar Dad (Chairman)



Date: 26/11/2021

**Independent Examiner's Report to the Trustees of
Muslim Educational Consultative Committee**

I report on the accounts for the year ended 31 March 2021 set out on pages 7 to 13.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, 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 the Charity Commission (under Section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

Basis of the independent examiner's report

My examination was carried out in accordance with the 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 a 'true and fair view' and the report is limited to those matters set out in the statements below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
 - to keep accounting records in accordance with Section 386 and 387 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of Sections 394 and 395 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charitieshave not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Nadeem Umer (IFA)

Ruhaan & Co Accountants Ltd
38-P Alum Rock Road
Birmingham, B8 1JA



Date:26/11/2021.....

Muslim Educational Consultative Committee

Statement of Financial Activities
for the Year Ended 31 March 2021

	Notes	Unrestricted funds	Restricted funds	31.3.21 Total funds	31.3.20 Total funds
INCOMING RESOURCES					
Incoming resources from generated funds					
Voluntary & Project income	2	34,324	110,517	144,841	59,419
Investment income	3	16		16	61
Total incoming resources		34,340	110,517	144,857	59,480
RESOURCES EXPENDED					
Charitable activities					
General and project costs		8,743	61,686	70,429	61,049
Governance costs		1,603	-	1,603	506
Total resources expended		10,346	61,686	72,032	61,555
NET INCOMING/(OUTGOING) RESOURCES BEFORE TRANSFERS					
		23,994	48,831	72,825	(2,075)
Gross transfers between funds	9	48,905	(48,905)		
Net incoming/(outgoing) resources		72,899	- 74	72,825	(2,075)
RECONCILIATION OF FUNDS					
Total funds brought forward		75,921	29,986	105,907	107,892
TOTAL FUNDS CARRIED FORWARD		148,820	29,912	178,732	105,817

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Muslim Educational Consultative Committee
Balance Sheet
At 31 March 2021

	Notes	31.3.21 Total funds £	31.3.20 Total funds £
FIXED ASSETS			
Tangible assets	6	195,547	195,547
CURRENT ASSETS			
Debtors	6a	-	-
Cash in hand and at bank		113,353	71,058
		113,353	71,058
CURRENT LIABILITIES			
Creditors	7	25	(398)
NET CURRENT ASSETS		113,378	70,660
TOTAL ASSETS LESS CURRENT LIABILITIES		308,925	266,207
ACCRUALS AND DEFERRED INCOME	8	(360)	(360)
NET ASSETS		308,565	265,847
FUNDS	10		
Unrestricted funds		118,653	75,951
Restricted funds		29,912	29,896
Revaluation reserve		160,000	160,000
TOTAL FUNDS		308,565	265,847

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2021.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

(a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and

(b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

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 20th Nov 2021 and were signed on its behalf by:



Parwez Ahmed - Trustee/Vice Chair

The notes form part of these financial statements

**Notes to the Financial Statements
for the Year Ended 31 March 2021**

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 January 2015), 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.

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.

Tangible fixed assets

All fixed assets are reported by using Historical Cost Convention. Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life. No depreciable fixed asset is owned by the business.

Land and Building is revalued at £195,547 in the previous accounting years and a Revaluation Reserve was created accordingly.

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 & PROJECT INCOME

	31.03.21	31.03.20
	£	£
Donations	655	1,000
Project	5,980	6,817
Grants	110,517	51,602
HMRC JRS Grant	27,689	-
	144,841	59,419
-Grants received, included in the above, are as follows:		
Birinus	36,494	33,816
Small Health Community Forum	24,366	17,786
Birmingham City Council	49,657	
	110,517	51,602
-Donations received, included in the above, are as follows:		
Members Donations	500	1,000
Easy Funding	55	-
The Muath Trust	100	-
	655	1,000

Notes to the Financial Statements-continued
for the Year Ended 31 March 2021

3. INVESTMENT INCOME

	31.03.21	31.03.20
	£	£
Deposit account interest	16	61

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2020 nor for the year ended 31 March 2019 .

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2020 nor for the year ended 31 March 2019.

5. STAFF COSTS

	31.03.21	31.03.20
	£	£
Wages and salaries	53,154	44,409

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

	31.03.21	31.03.20
	3	3

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

6. TANGIBLE FIXED ASSETS

	Land and buildings
	£
COST	
At 1 April 2020	195,547
Revaluation addition	-
At 31 March 2021	195,547
NET BOOK VALUE	
At 31 March 2021	195,547
At 31 March 2020	195,547

6a. Debtors

	31.03.21	31.03.20
	£	£
Prepaid Insurance	-	-
Prepaid Rent for 91 Court Road	-	-
Prepaid Rates	-	-

7. CREDITORS

Wages payable	-	-
PAYE payable	168	398
Pension payable	- 193	-
Other taxex and social security payable	- 25	398

8. ACCRUALS AND DEFERRED INCOME

Accruals and defferred income	360	360
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**Notes to the Financial Statements-continued
for the Year Ended 31 March 2021**

9. ANALYSIS OF NET ASSETS BETWEEN FUNDS

			31.03.21	31.03.20
	Unrestricted funds	Restricted fund	Total funds	Total funds
	£	£	£	£
Fixed assets	195,547	-	195,547	195,547
Current assets	83,441	29,912	113,353	71,058
Creditors	25	-	25	- 398
Accruals and deferred income	(360)	-	360	- 360
	<u>278,653</u>	<u>29,912</u>	<u>308,565</u>	<u>265,847</u>

10. MOVEMENT IN FUNDS

	At 31.03.21	Net Movement in funds	Transfers between funds	At 31.03.20
	£	£	£	£
Unrestricted funds				
General fund	75,910	23,994	48,905	148,809
Revaluation Reserve	160,000			160,000
Restricted funds				
Restricted Grant Income	29,936	48,831	- 48,905	29,862
TOTAL FUNDS	<u>265,846</u>	<u>72,825</u>	<u>-</u>	<u>338,671</u>

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

	Incoming Resources	Resources Expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	34,340	- 10,346	23,994
Restricted funds			
Restricted Grant Income	110,517	- 61,686	48,831
TOTAL FUNDS	<u>144,857</u>	<u>- 72,032</u>	<u>72,825</u>

**Detailed Statement of Financial Activities
for the Year Ended 31 March 2021**

	31.03.21	31.03.20
	£	£
INCOMING RESOURCES		
Donations	655	1,000
Project income	5,980	6,817
Grants	110,517	51,602
HMRC Grants	27,689	-
	<u>144,841</u>	<u>59,419</u>
Investment income		
Deposit account interest	16	61
	<u>16</u>	<u>61</u>
Total incoming resources	144,857	59,480
RESOURCES EXPENDED		
Project costs		
Direct costs-Old people project	230	500
Establishment costs - 91 Court Road	8,513	8,202
	<u>8,743</u>	<u>8,702</u>
Charitable activities		
Wages	53,154	44,409
Postage and stationery	2,015	450
Sundries	412	100
Establishment costs	-	-
Telephone and internet	1,335	994
Heat and light	949	1,006
Insurance	985	1,267
Rent and rates	-	967
Water rates	817	988
Repairs and maintenance	1,000	120
Office expenses	-	-
Cleaning	910	1,966
Charitable donations	-	-
Bank charges	109	80
	<u>61,686</u>	<u>52,347</u>
Governance costs		
Accountancy	1,323	233
Legal and professional	202	40
Fundraising costs	-	161
Bank charges	78	72
	<u>1,603</u>	<u>506</u>
Total resources expended	72,032	61,555
Net income/(deficit)	72,825	(2,075)