

REGISTERED COMPANY NUMBER: 03974795 (England and Wales)
REGISTERED CHARITY NUMBER: 1093457

Report of the Trustees and
Financial Statements for the Year Ended 31 March 2022
For
Muslim Educational Consultative Committee

Muslim Educational Consultative Committee
Report of the Trustees & Financial Statements
For the year ended 31-March-2022

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

TRUSTEES ANNUAL REPORT

YEAR ENDING 31 MARCH 2022

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 2022.

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

STRUCTURE, GOVERNANCE AND MANAGEMENT

THE TRUSTEES

Chairman Board of Trustees	Mr M.Dad
Secretary	Dr K.Bashir
Treasurer	Mr Mahmood Zahid Khan
Trustees	Mr Parwez Ahmed Mr Ashfaq Ahmed Mr Mahmood Zahid Khan Dr M Zulfiqar
Secretary	Dr K. Bashir
Patron	Mr Fazlun M Khalid
Accountants	Nextin Accountants Suite 38-P, Alum Rock Road, Birmingham B8 1JA.

STRUCTURE, GOVERNANCE AND MANAGEMENT

MECC Trust consists of six members, all office bearers who are elected annually on three years term at the AGM. The Board of Trustees has overall strategic and policy management responsibility. The Trustees are selected with a view to ensuring that the committee contains a broad range of knowledge skills and reflects a spectrum of experience and backgrounds.

The day-to-day operations of MECC Trust are delegated to Projects Manager and 4 staff and 3 volunteers who oversee the delivery of a range of projects and activities. The Board of Trustees take all substantial decisions that are delegated to the Project Manager for implementation.

The Executive Committee of the Board of Trustees manages the risks inherent in its business via a comprehensive Risk Assessment that was last updated in Oct 2020 and is reviewed every three years. However the risk assessment is kept up to date in line with the ongoing changing business's needs. The Trust maintains Public Liability and Employment Liability insurance for all operations / activities and assets.

Projects support staff of MECC Trust.

Projects Manager	Mohammed Khalid
Art & Cultural Consultant	Tasawar Bashir
Development Director	Gary Nicholas
Health & Social Worker	Rukia Mahmood
Employment	Farheen Ahmed Bi
Walk Leader / Advisor	Khaled Hazem
Volunteers	Bashir Ahmed
	Mahmood Sadiq
	Orang Zaib

OBJECTIVES:

- Provide one to one counselling to our clients to become employable for them to recognise their own priorities role and responsibility.
- To support people through the transition of been employed who find it difficult to adjust to their new status.
- To maximising our client's income, by way of ensuring that appropriate In-Work benefits are been fully utilised.
- To provide guidance and support for short and long term unemployed people who want to return to employment.
- Provide a rapid and independent support service, accessible to all.
- Facilitate assessments for our client's to acquire further education, training and improve skill base levels.
- 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:

50+ Well-Bing Project Prevention & Communities

Small Heath Community Forum

The Project aims to improve quality of life for isolated housebound elderly people within BME communities in Balsall Heath and surrounding areas. Project activities are: befriending at home through conversation, reading newspapers, books, poetry (especially in client's mother tongue) Support with going out to shops, walks in the park and places of worship, surgeries, religious or community celebration in short the beneficiaries of the project will have the opportunity to participate in any activity, which leads to mental and physical interaction with others.

Birinus Communitas Well-Being Project

Collaboration with Birinus continued to provide community services in Balsall Heath in Birmingham's Sparkbrook Ward and beyond, offering advice, and guidance by supporting communities with primary focus on vulnerable adults in the community offering pastoral support (includes home visits) and help people in the local community to find ways to improve their health, provide a range of activities that promote physical, mental health well-being, health information to families and other community groups in the area, including stop smoking, healthy eating, physical activity, safe at home information packs as part of campaign weeks during the year.

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.

Route2Work Employment Project (R2W)

Our team provide practical, effective advice and support to unemployed in our community on Tuesday and Thursday mornings. Employment Support Practitioner (Farheen Ahmed Bi) makes client aware of different job sites, agencies and how to use them, help with downloading job apps onto mobile phone for easy job application and job search. Encouraging them to improve their language skills by finding out ESOL classes and which nearest centres run them.

Volunteers

We consider ourselves fortunate to have such a committed volunteer team. Without the contribution of our volunteers, there really wouldn't be older people's project running at all, they have made a significant and long-term commitments also there are trustees who are committed in a different way. The work of the trustees may not be as apparent to the public but has been crucial to my role as manager.

Funding and Partnership Support

Partnership with Small Heath Community Forum and other service providers to enable us to continue to work together to deliver the services that people in the community want and need.

Looking forward

The needs of our community may 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.

- improved motivation and aspirations
- improved confidence and self-esteem
- increased communication and social skills
- improved job-search and interview skills
- Guidance on work ethics and punctuality.

Outcomes

- Users gain training or qualifications.
- Users access mainstream opportunities, such as education or employment.

Housing Advice

For those seeking social housing, the Trust continues to provide 2 hours advice on Thursdays.

Islamic Information

MECC Trust provides information by phone or electronic means to statutory, non-statutory organisations, media (print and electronic) on specific subjects on Islam.

Accounts

MECC have employed Ruhaan & Co Accountants 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 £30,000 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:

6/7/2022

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

I report on the accounts for the year ended 31 March 2022 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 Charities
- have 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)

Nextin Accountants
38-P Alum Rock Road
Birmingham, B8 1JA

Date: 06/07/2022



Muslim Educational Consultative Committee

Statement of Financial Activities
for the Year Ended 31 March 2022

	Notes	Unrestricted funds	Restricted funds	31.3.22 Total funds	31.03.21 Total funds
INCOMING RESOURCES					
Incoming resources from generated funds					
Voluntary & Project income	2	21,571	74,762	96,333	144,841
Investment income	3	3		3	16
Total incoming resources		21,574	74,762	96,336	144,857
RESOURCES EXPENDED					
Charitable activities					
General and project costs		19,223	77,297	96,520	70,429
Governance costs		1,594	-	1,594	1,603
Total resources expended		20,817	77,297	98,114	72,032
NET INCOMING/(OUTGOING) RESOURCES BEFORE TRANSFERS					
		757	- 2,535	(1,778)	72,825
Gross transfers between funds	9	(32,623)	32,623		
Net incoming/(outgoing) resources		(31,866)	30,088	(1,778)	72,825
RECONCILIATION OF FUNDS					
Total funds brought forward		148,820	29,912	178,732	105,907
TOTAL FUNDS CARRIED FORWARD		116,954	60,000	176,954	178,732

Muslim Educational Consultative Committee
Balance Sheet
At 31 March 2022

	Notes	31.3.22 Total funds £	31.3.21 Total funds £
FIXED ASSETS			
Tangible assets	6	212,467	195,547
CURRENT ASSETS			
Debtors	6a	-	-
Cash in hand and at bank		124,486	113,353
		124,486	113,353
CURRENT LIABILITIES			
Creditors	7	(256)	25
NET CURRENT ASSETS		124,230	113,378
TOTAL ASSETS LESS CURRENT LIABILITIES		336,697	308,925
ACCRUALS AND DEFERRED INCOME	8	0	(360)
NET ASSETS		336,697	308,565
FUNDS	10		
Unrestricted funds		116,697	118,653
Restricted funds		60,000	29,912
Revaluation reserve		160,000	160,000
TOTAL FUNDS		336,697	308,565

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2022.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2022 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 6/7/22 and were signed on its behalf by:


Mazar Dad (Chairman)

The notes form part of these financial statements

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.

Reserves policy

The Board of Trustees have adopted a reserve policy to hold a minimum reserve of approximately £60,000, equivalent to seven months running cost to fund unexpected expenditure shortfalls in Income and to ensure that it can cover committed expenditure if funding from any source is delayed, reduced or discontinued.

Tangible fixed assets

annual rates in order to write off each asset over its estimated useful life.

- FF & Equipment 18% WDV

- Plant & Machinery 18% WDV

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

	31.03.22	31.03.21
	£	£
Donations	40	655
Project	8,480	5,980
Grants	74,762	110,517
HMRC JRS Grant	13,051	27,689
	96,333	144,841
-Grants received, included in the above, are as follows:		
Birinus	32,796	36,494
Small Health Community Forum	5,990	24,366
Birmingham City Council	17,600	49,657
SW Grant-50+ Well Being Grant	18,376	-
	74,762	110,517
-Donations received, included in the above, are as follows:		
Members Donations	-	500
Easy Funding	40	55
The Muath Trust	-	100
	40	655

Notes to the Financial Statements-continued
for the Year Ended 31 March 2022

3. INVESTMENT INCOME

	31.03.22	31.03.21
	£	£
Deposit account interest	<u>3</u>	<u>16</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2022 nor for the year ended 31 March 2021 .

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2022 nor for the year ended 31 March 2021.

5. STAFF COSTS

	31.03.22	31.03.21
	£	£
Wages and salaries	<u>64,734</u>	<u>53,154</u>

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

31.03.22	31.03.21
5	3

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

6. TANGIBLE FIXED ASSETS

	Land and Building	Furniture, Fixture and Equipment	Plant & Machinery (Van)	Land and buildings £
COST				
At 1 April 2021	195,547	-	-	195,547
Additions	<u>-</u>	<u>720</u>	<u>16,200</u>	<u>16,920</u>
At 31 March 2022	<u>195,547</u>	<u>720</u>	<u>16,200</u>	<u>212,467</u>
Accumulated Depreciation				
At 1 April 2021	-	-	-	-
Depreciation for the year	<u>-</u>	<u>130</u>	<u>2,916</u>	<u>3,046</u>
At 31 March 2022	<u>-</u>	<u>130</u>	<u>2,916</u>	<u>3,046</u>
NET BOOK VALUE				
At 31 March 2022	<u>195,547</u>	<u>590</u>	<u>13,284</u>	<u>212,467</u>
At 31 March 2021	<u>195,547</u>	<u>-</u>	<u>-</u>	<u>195,547</u>

6a. Debtors

	31.03.22	31.03.21
	£	£
Prepaid Insurance	-	-
Prepaid Rent for 91 Court Road	-	-
Prepaid Rates	<u>-</u>	<u>-</u>
	<u>-</u>	<u>-</u>

**Notes to the Financial Statements-continued
for the Year Ended 31 March 2022**

	31.03.22	31.03.21
	£	£
7. CREDITORS		
PAYE payable	183	168
Pension payable	73	193
Other taxex and social security payable	<u>256</u>	<u>- 25</u>
8. ACCRUALS AND DEFERRED INCOME		
Accruals and defferred income	<u>-</u>	<u>360</u>

9. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	31.03.22	31.03.21
	Total funds	Total funds
	£	£
Unrestricted funds		
Fixed assets	212,467	195,547
Current assets	64,486	113,353
Creditors	(256)	25
Accruals and deferred income	0	360
	<u>276,697</u>	<u>308,565</u>
Restricted fund	60,000	
	<u>336,697</u>	

10. MOVEMENT IN FUNDS

	At 31.03.21	Net Movement in funds	Transfers between funds	At 31.03.22
	£	£	£	£
Unrestricted funds				
General fund	118,650	757	2,710	116,697
Revaluation Reserve	160,000			160,000
Restricted funds				
Restricted Grant Income	29,912	2,535	32,623	60,000
TOTAL FUNDS	<u>308,562</u>	<u>(1,778)</u>	<u>29,913</u>	<u>336,697</u>

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

	Incoming Resources	Resources Expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	21,574	20,817	757
Restricted funds			
Restricted Grant Income	74,762	77,297	2,535
TOTAL FUNDS	<u>96,336</u>	<u>98,114</u>	<u>1,778</u>

**Detailed Statement of Financial Activities
for the Year Ended 31 March 2022**

	31.03.22	31.03.21
	£	£
INCOMING RESOURCES		
Donations	40	655
Project income	8,480	5,980
Grants	74,762	110,517
HMRC Grants	13,051	27,689
	<u>96,333</u>	<u>144,841</u>
Investment income		
Deposit account interest	3	16
	<u>3</u>	<u>16</u>
Total incoming resources	96,336	144,857
RESOURCES EXPENDED		
Project costs		
Total project costs	19,223	8,743
Charitable activities		
Wages	64,734	65,174
Postage and stationery	451	2,015
Sundries	244	412
Telephone and internet	1,526	1,335
Heat and light	2,238	949
Insurance	1,551	985
Rent and rates	361	-
Water rates	908	817
Web costs	1,172	-
Repairs and maintenance	3,103	1,000
Cleaning	930	910
Bank charges	79	109
	<u>77,297</u>	<u>73,706</u>
Governance costs		
Accountancy	1,363	1,323
Legal and professional	159	202
Fundraising costs	-	-
Bank charges	72	78
	<u>1,594</u>	<u>1,603</u>
Total resources expended	98,114	84,052
Net income/(deficit)	(1,778)	60,805