

BROMLEY BY BOW BANGLADESHI FORUM

Charity Registration Number: 1111302

REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

REPORTING ACCOUNTANTS:

AM ACCOUNTANCY SERVICES

43 BEN JONSON ROAD

LONDON E1 4SA

TEL: 020 7790 6111

BROMLEY BY BOW BANGLADESHI FORUM

FOR THE YEAR ENDED 31 DECEMBER 2020

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BROMLEY BY BOW BANGLADESHI FORUM

FOR THE YEAR ENDED 31 DECEMBER 2020

MANAGEMENT COMMITTEE

CHAIR PERSON	Mr Faruk Miah
GENERAL SECRETARY	Mr Wakibur Rahman
TREASURER	Mr ILAS Mohammed
ADDRESS	Ground Floor Devon Tenants Hall Powis Road London E3 3NL
BANKER	Barclays Bank Plc
INDEPENDENT EXAMINER	AM ACCOUNTANCY SERVICES 43 BEN JONSON ROAD LONDON E1 4SA TEL: 020 7790 6111

Charity's Trustees:

Mr Faruk Miah
Mr Wakibur Rahman
Mr ILAS Mohammed
Mr Abdul Hamid
Mr Khales Uddin

BROMLEY BY BOW BANGLADESHI FORUM

REPORT OF THE EXECUTIVE COMMITTEE
FOR THE YEAR ENDED 31 DECEMBER 2020

The trustees present their report and financial statements for the year ended 31 December 2020.

The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) Accounting and Reporting by Charities issued in 2005 in preparing the annual report and financial statements of the Charity.

Legal Status:

Charity: Registered with the Charity Commission, Charity Number: 1111302

Objects, Principal Activities and Organisation of the Charity

The Charity's objects are for the benefit of the inhabitants of London Borough of Tower Hamlets, and in particular members of the Muslim Minority Ethnic Communities but exclusively who are in hardship by:

- a) To advance the Islamic religion and Bengali Language. To advancement of education of general public in the many facts of Islamic faith and culture.
- b) To help create a moral and just community.
- c) To organise classes for language and religious.
- d) To organise classes for language and religious studies for Bengali and Muslim Students.

BROMLEY BY BOW BANGLADESHI FORUM

REPORT OF THE EXECUTIVE COMMITTEE

FOR THE YEAR ENDED 31 DECEMBER 2020

Organisation:

A Management Committee, the members of which are the trustees manages the affairs of the charity
The Management Committee manages the business of the charity including the paying of all expenses

Trustees:

Trustees, who are all members of the executive committee, and who served during the year are set out on page 3.

The trustees are elected at the Annual General Meeting, for membership of the Executive Committee and serve until the end of the next Annual General Meeting, where they can stand for re- election as members of the new Executive Committee.

Trustees responsibilities in relation to the financial statements

The committee or Trustees are required by charity's law to prepare financial statements for each financial year which give a true and fair view of the financial activities of the charity and of its financial position at the end of that year. In preparing those financial statements the Trustees are required to:

The Trustees are responsible for preparing the Trustees Annual Report and the Financial Statements in accordance with applicable law and regulations and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). The law applicable to charities in England and Wales requires the Trustees to prepare Financial Statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these Financial Statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and accounting estimates that are reasonable and prudent;
- Prepare the Financial Statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the Financial Statements comply with the Charities Act 2011.

The Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities

VOLUNTEERS:

The Trustees wish to record their appreciation on behalf of the Charity and community for the volunteers who . assist in the smooth running of the Charity and are critical in helping to keeps the running costs down

RISK REVIEW:

The Trustees have conducted their own review of the major risks to which the Charity is exposed and steps have been initiated to minimise the identified risks. All functions of the Charity are subjected to periodic review resulting in a process of ongoing improvement.

All staff and volunteers are trained and have all the required statutory and regulatory clearances required.

BROMLEY BY BOW BANGLADESHI FORUM

REPORT OF THE EXECUTIVE COMMITTEE FOR THE YEAR ENDED 31 DECEMBER 2020

SERIOUS INCIDENTS AND EXCEPTIONS:

The Trustees are pleased to note, that there were no incidents which gave rise to the need for the Trustees to lodge a Serious Incident Report with the Charity Commission. Furthermore, there were no Exceptions recorded and which gave rise to the need for the Trustees to record on the Charity's Exceptions' Register.

RELATED PARTY TRANSACTIONS:

During the year the Charity was under the control of Trustees and Management Committee members as listed above. This report, which has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 applicable to small companies.

No members of the management committee received any remuneration during the year. No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year.

Reserve Policy

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 its 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. The Centre will actively work to achieve this level of reserves.

INDEPENDENT EXAMINER

According to the provisions of the Charities Act 2008 and updated 2011, the Committee has agreed that and audit is not required for this financial year. However due to provisions of the same act an independent examiner is required and AM Accountancy Services appointed as external Accountant or Independent Examiner.

Transaction and financial position

The Statement of Financial Activities shows net deficit for the year of £13,658 and our accumulated funds stand at £71,009 in total.

AM Accountancy Services carried out an independent examination of the accounts included in the report.

This report, which has been prepared in accordance with the Statement of Recommended Practice (SORP) Accounting and Reporting by Charities issued in 2005.

Approved by the trustees and signed on its behalf by

This report was approved by the Executive Committee on and signed on their behalf.

.....
Mr Faruk Miah
(Chairman)
Date:

.....
Mr Wakibur Rahman
(General Secretary)
Date:

Accountants' Report

To the Trustees of BROMLEY BY BOW BANGLADESHI FORUM FOR THE YEAR ENDED 31 DECEMBER 2020

We report on the accounts for the year ended 31 December 2020 set out on pages 8 to 12 which have been prepared under the historical cost convention and the accounting policies set out in note 1 to the financial statements.

Respective Responsibilities of Trustees and Accountants

As described on page 5 the trustees are responsible for the preparation of the financial statements, and they consider that the trust is exempt from an audit. It is our responsibility to carry out procedures designed to enable us to report our opinion to you.

Basis of Opinion

We conducted our work in accordance with the Statement of Standards for Reporting Accountants, and so our procedures consisted of comparing the accounts with the accounting records kept by the charity, and making such limited enquiries of the trustees and officers as we considered necessary for the purpose of this report. These procedures provide only the assurance expressed in our opinion.

Opinion

In our opinion:

- (a) The accounts are in agreement with the accounting records kept by the charity under the requirements of the Statement of Recommended Practice – Accounting and Reporting by Charities;
- (b) Having regard only to, and on the basis of, the information contained in those accounts:
 - (1) The accounts have been drawn up in a manner consistent with the accounting requirements specified the Statement of Recommended Practice – Accounting and Reporting by Charities, and
 - (2) The charity satisfied the conditions for the exemption from an audit of the accounts for the year specified in the Charities Act.
 - (3) This unaudited Account we have prepared in accordance with the figure, information and explanation we have received from the management of the current committee.

AM ACCOUNTANCY SERVICES
43 BEN JONSON ROAD
LONDON E1 4SA

Date:

BROMLEY BY BOW BANGLADESHI FORUM
Statement of Financial Activities (Income & Expense Statement)
FOR THE YEAR ENDED 31 DECEMBER 2020

	Notes	Unrestricted £	Restricted £	2020 Total £	2019 Total £
Incoming Resources					
Voluntary income:					
Friday Collections		26,494		26,494	48,660
General Collection - Boxes					2,137
Shabebaraat					
Lailatul Qadar					1,284
Tuhur Ali Shop					
Tarabi collection					7,048
Late Night Tarabi					
Iteqaf					1,300
Eid Collection		1,575		1,575	3,675
Donations & Contribution		1,000		1,000	
Students collection (Parents Contribution)		11,910		11,910	32,012
Membership Fees		1,320		1,320	
Other Income:					
Donations Via Gift Aid & Just Giving					
Total Incoming Resources		42,299	-	42,299	96,116
Resources Expended					
Direct Charitable Expenditure					
Printing, postage, stationery & Advertisement		38		38	
Telephone, fax and photocopies					
Rent, Rates and service charges		6,000		6,000	6,000
Light, Heat and Water		5,938		5,938	3,691
Cleaning		140		140	498
Wages and Freelance Costs		24,749		24,749	24,700
Maktab Wages and Freelance Costs		11,814		11,814	27,678
Events and activities (Project Costs)					
Direct charitable expenditure		48,679	-	48,679	62,567
Management & Administration Expenses:					
Accountancy		400		400	400
Advertising and promotion		750		750	
Bank charges					
Insurance					
Legal & Professional Costs		225		225	
Depreciation		5,359		5,359	5,550
Sundry					
Repairs		544		544	2,341
Management & Administration Expenses:		7,278	-	7,278	8,291
Total Resources Expended		55,957	-	55,957	70,858
Net Incoming Resources / (resources expended)		-13,658	-	-13,658	25,258
Net Movement funds for the period:		-13,658	-	-13,658	25,258
Total Funds Brought forward		84,667	-	84,667	59,409
Balance at 31 December 2020		71,009	-	71,009	84,667

BROMLEY BY BOW BANGLADESHI FORUM

Summary Income and Expenditure Account FOR THE YEAR ENDED 31 DECEMBER 2020

	Notes	2020 £
Income		42,299
Total expenditure		55,957
Net Surplus (Deficit) for the financial year		<u>-13,658</u>

There were no recognised gains other than those included in the Income and Expenditure Account for current year.

BROMLEY BY BOW BANGLADESHI FORUM

Statement of Assets & Liabilities (Balance Sheet)

As at 31 December 2020

	NOTE	<u>2020</u> £	£
Fixed Assets			
Fixture, Fittings and Equipments	2	30,367	30,367
Current Assets			
Cash at Bank & in Hand		<u>47,042</u>	
		47,042	
Current Liabilities			
Amount falling due to one year			
Accruals	4	<u>6,400</u>	
NET CURRENT ASSETS / (LIABILITIES)			40,642
TOTAL ASSETS LESS CURRENT LIABILITIES			<u><u>71,009</u></u>
FUNDS: Brought Forward	5		84,667
Excess/(Deficit) of income over expenditure		-	13,658
Total Funds			<u><u>71,009</u></u>

The financial statements were approved by the Executive Committee and signed on their behalf:

.....
Mr Faruk Miah
(Chairperson)

Date:

.....
Mr Wakibur Rahman
(General Secretary)

Date:

.....
Mr ILAS Mohammed
(Treasurer)

Date:

The Notes on pages 10 to 12 form part of the financial statements.

BROMLEY BY BOW BANGLADESHI FORUM
FOR THE YEAR ENDED 31 DECEMBER 2020
NOTES TO THE ACCOUNTS

1. ACCOUNTING POLICIES

a. Basis of Accounting

Basis of accounting The Financial Statements have been prepared under the historical cost convention, as modified by the revaluation of certain fixed assets and investments measured at market value.

The Financial Statements have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015), and the requirements of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015) (SORP 2015).

b. Grants

Revenue grants are credited to the Income and Expenditure account on a receivable basis.

c. Donations

Donation are recorded on a receipt basis.

d. Incoming Resources

Voluntary income and donations are included in incoming resources when they are receivable, except when the donors specify that they must be used in future accounting periods or donors' conditions have not been fulfilled, then the income is deferred. The income from fundraising ventures is shown gross, with the associated costs included in fundraising costs.

e. Resources Expended

Resources expended are included in the Statement of Financial Activities on accruals basis, inclusive of any VAT that cannot be recovered.

Expenditure that is directly attributable to specific activities has been included in these cost categories. Where costs are attributable to more than one activity, they have been apportioned across the cost categories on a basis consistent with the use of those resources.

f. Going Concern Basis

The financial statements have been prepared on the going concern basis, as in the opinion of the trustees, there are no issues arising which would suggest any other basis as being more appropriate.

g. Administration Costs

Administration expenditure includes all expenditure not directly related to the charitable activity.

h. Taxation

As a charity, they are exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or s256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the Charity.

i. Depreciation:

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Fixture, Fitting and Equipment: 15 % on Reducing Balance method

BROMLEY BY BOW BANGLADESHI FORUM

FOR THE YEAR ENDED 31 DECEMBER 2020

NOTES TO THE ACCOUNTS

2. FIXED ASSETS

COST

	Fixtures, fittings & Improvements	Building and Construction	
	£	£	£
At 01 January 2020	14,971	16,480	31,451
Fixtures and fittings		-	-
Addition	4,275		-
At 31 December 2020	<u>19,246</u>	<u>16,480</u>	<u>35,726</u>

DEPRECIATION

At 01 January 2020			
Charge for the year	2,887	2,472	5,359
At 31 December 2020	<u>2,887</u>	<u>2,472</u>	<u>5,359</u>

NET BOOK VALUE

At 01 January 2020	14,971	16,480	31,451
At 31 December 2020	<u>19,246</u>	<u>16,480</u>	<u>35,726</u>

3. Net Surplus of the Financial Year

The excess of expenditure over income is stated after charging:

	<u>2020</u> £
Accountants' remuneration	400
Depreciation	5,359

4. Creditors and Accruals

Accountancy	400
Rent	<u>6,000</u>
	<u>6,400</u>

5. Funds/Capital

	<u>2020</u> £
Balance at 31 December 2019	84,667
Balance at 01 January 2020	<u>84,667</u>
Excess/ (Deficit) of Income over Expenditure	-13,658
Balance at 31 December 2020	<u>71,009</u>