



## **MINARET COMMUNITY CENTRE**

### **DIRECTOR'S AND TRUSTEES' REPORT AND ACCOUNTS**

**For the year ended 31 March 2021**

**Charity Number: 1127464**

Independent Examiner:

Md Iqbal Hossain ACCA  
B K Community Accountant Ltd  
Arches 420-421  
Burdett Road  
London  
E3 4AA

**MINARET COMMUNITY CENTRE  
DIRECTOR'S AND TRUSTEES' REPORT AND ACCOUNTS**

**Contents**

---

	<b>Page</b>
Officers and Financial Advisors	3
Directors' and Trustees' Report	4 -6
Independent Examiners Report	7
Statement of Financial Activities	8
Balance sheet	9
Notes to the accounts	10 - 14

## MINARET COMMUNITY CENTRE

### MEMBERS AND FINANCIAL ADVISORS FOR THE YEAR ENDED 31 MARCH 2021

---

Trustees and Directors	Mr. Abdulkadir Abdullahi -Chairman
	Mss Khadra Ali - Treasurer
	Mr Abdullahi Mohamed - Secretary
	Mrs Qaal Warsame - Trustee
	Mr Abdirahman Abtidon - Trustee

Charity No.	1127464
-------------	---------

Registered Office	303 North End Road London W14 9NS
-------------------	---

Independent Examiner	Md Iqbal Hossain ACCA B K Community Accountant Arches 420-421 Burdett Road London E3 4AA
----------------------	---

Bankers	METRO BANK One Southampton Row London WC1B 5HA
---------	---

**MINARET COMMUNITY CENTRE**  
**DIRECTORS' AND TRUSTEES REPORT For the year ended 31**  
**March 2021**

---

**Trustees Report**

Minaret Community Centre supports children and young people between ages 5 and 18 years. They are mostly refugees from the under privileged background. They live in the borough of Hammersmith & Fulham and surrounding areas. The weekly teaching give the children and young people a boost in their school work. They are expected to develop confidence in their approach to their academic lives.

**Vision**

Our vision is to have the children and young people who pass through our supplementary education programme progress to higher education and come out to become respectable members of our community.

**Reference and Administrative details**

Reference and administrative details are shown in the schedule of members of the board and professional advisers on page 1 of the financial statements.

**THE TRUSTEES**

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

Abdulkadir Abdullahi  
Abdirahman Abtidon  
Abdullahi Mohamed  
Khadra Ali  
Qaal Warsame

**STRUCTURE GOVERNANCE AND MANAGEMENT**

The Principal Office:  
303 North End Road, London. W14 9NS

**Governing Documents:**

The Charity was registered in January 2009. The objects and powers are set out in the constitution.

**MCC has a board of trustees made up of four members who meet at least once every six weeks. Our trustees come from a variety of backgrounds; they provide a range of experience and expertise necessary to comply with our collective responsibility and seek to reflect the communities they serve. The board of trustees is responsible for setting the strategic.**

#### **How the Trustees are Elected:**

**The Board of trustees members (aka Management Committee members) are elected for a team of one year, as specified in our Articles of Association, by the members of the organisation at the Annual General Meeting (AGM) held by the organisation once every year. According to our governing Articles of Association, any member's of the board could be re-elected again, so long as the member's do not wish to remain a member of the Board.**

#### **Policy of induction and Training of Trustees:**

**For new trustees who are elected to board, there is a policy of induction in place, where they are made familiar with their roles in the organisation through information on the governing document and their duties and responsibilities as a trustee of charity.**

**These include:**

**the obligation of the Management Committee members,  
to fully understand the governing documents  
the financial situation of the Charitable Company and  
the Future Plans and Objectives of the Organisation**

**During the induction process, the new members of the Board are giving a "Question & Answer" session there they ask any question on the organisation. The same policy also includes arranging "Training programs" set for capacity building trustees so that might be able to dispense of their duties of governing the Charity. These courses are available from other voluntary organisations that support charities with which we work and network closely.**

#### **Organisational Structure and Accountability**

**The Trustees of the organisation are responsible for every aspect of the organisation:**

**They set the strategy for achieving its aims and objective, prepare and write its Business Plan and Annual Operational Plans; set the procedures, policies and guidelines (including legally required policies and procedures) that underpin the day to day running and management of the organisation.**

**They monitor and scrutinise that all the above including quarterly meeting where they receive regular reports from the Co-ordinator on all the above are being achieved including setting targets,**

The Co-ordinator is responsible for the day to day running and management of the organisation according to the operational plans and the instructions of the Trustees, to whom he is accountable and to whom new reports at quarterly meetings,

All other staff members and volunteers come under the supervision and accountable to the coordinator.

## ACHIEVEMENTS AND PERFORMANCES

The main Services and Activities for the year.

A summary of our main activities that we provide for our community through direct access are as follows:


During the year we extended our services from Year 1 to A-Levels. We also increased our intake of children by 70 pupils and the overall children engaged this year was 150+ children.

This year our centre offered different services to the community especially Children and parents. These activities include 9 workshops, 4 training courses, 5 community gatherings, summer activities and celebration event for Sat's and GCSE students.

We upgrade and updated our policies, specially our safeguarding policies. We carried out action plan for the health and safety requirement for the centre as agreed by our management team in the previous year.

We had training on governance, financial management and Health and Safety.

Signed on behalf of Management committee by:

Signed: -----

Date: 11/05/2021

Printed name: Abdulkadir Abdullahi

Position: Chairman

**Independent examiner's report to the trustees of  
MINARET COMMUNITY CENTRE**

**For the year ended 31 March 2021**

---

I report on the accounts of the company for the period ended 31 March 2021, which are set out on pages 7 to 14.

**Respective responsibilities of trustees and examiner**

The trustees (who are also the directors of the company for the purpose of company law) are responsible for the preparation of the accounts. The 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 needed.

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 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 statement below.

**Independent examiner's statement**

In connection with my examination, no other matter except that referred to in the above paragraphs, 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 of the Companies Act 2006; and to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 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.



Md Iqbal Hossain, ACCA  
B K Community Accountant  
Arches 420-421  
Burdett Road  
London  
E3 4AA  
Date: 11<sup>th</sup> May 2021

**MINARET COMMUNITY CENTRE**  
**Statement of Financial Activities**  
**(Including income and expenditure account)**  
**31 March 2021**

Incoming Resources	Note	Unrestricted Funds	Restricted	TOTAL Funds 2021	Unrestricted Funds	Restricted Funds	TOTAL Funds 2020
Donation and Legacies	2	43,936	141,782	185,718	17,476	15,335	32,811
Total Income		43,936 =====	141,782 =====	185,718 =====	17,476 =====	15,335 =====	32,811 =====
Expenditure on:	3						
Charitable activities		37,089	139,219	176,308	15,204	10,275	25,479
Total expenditure		37,089 =====	139,219 =====	176,308 =====	15,204 =====	10,275 =====	25,479 =====
Net Income & net movement in funds		6,847	2,563	9,410	2,272	5,060	7,332
Reconciliation of fund:							
Total funds brought forward		(6,438)	13,860	7,422	(8,710)	8,800	90
Total funds carried forward		409 =====	16,423 =====	16,832 =====	(6,438) =====	13,860 =====	7,422 =====

**TOTAL RECOGNISED GAINS AND LOSSES**

The Charity has no recognised gains or losses other than the net movement in funds for the above period.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

The notes on pages 10 to 14 form part of these accounts.



MINARET COMMUNITY CENTRE BALANCE SHEET AS AT 31 MARCH 2021					
FIXED ASSETS	Note		2021		2020
		£		£	£
Office Equipment	8			8,264	2,130
Debtors	9				
Cash at Bank		8,968			5,592
Cash in hand					
Total Current Assets			8,968		5,592
Creditors and Accruals	10		400		300
Total Current Assets Less Creditors				8,568	5,292
Net Assets				16,832 =====	7,422 =====
Unrestricted Funds	11			409	5,292
Restricted Funds	11			16,423	2,130
Total Funds				16,832 =====	7,422 =====

The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006 and that members have not required the company to obtain an audit in accordance with section 476 of the Act. The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts. The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies' subject to the small companies' regime.

These accounts were approved by the Board of Directors and Trustees on 11<sup>th</sup> May 2021 and were signed on its behalf by:

Abdulkadir Abdullahi .....  Chair

Khadra Ali .....  Treasurer

The notes on pages 10 to 14 form part of these accounts.

## **1. Accounting Policies**

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year.

### **1.1 Basis of Accounting**

The financial statements have been prepared under the historical cost convention and in accordance with the applicable Accounting Standards and the Statement of Recommended Practice "Accounting and Reporting by Charities" published in March 2005 and the Companies Act 1985.

The company has taken advantage of the exemption in Financial Reporting Standard No. 1 from the requirement to produce a cash flow statement on the grounds that it is small company.

### **1.2 Incoming Resources**

Income from activities, 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.

### **1.3 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.

### **1.4 Going Concern Basis**

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

### **1.5 Depreciation**

Depreciation is provided using the following rates and bases to reduce by annual instalments the cost, less estimated residual value, of tangible assets over the estimated useful lives:

Furniture, Fixtures, Fittings and Equipment - 20% on reducing line basis.

**MINARET COMMUNITY CENTRE**  
**Notes to the Accounts**  
**For the year ended 31 March 2021**

**2. Income from donations and legacies**

<b>Grants, donations and legacies:</b>	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
City Bridge Trust - Wave 1	-	4,650	4,650	-
London Community Foundation	-	25,806	25,806	-
London BoroughBH & F Fast track	-	5,000	5,000	-
NL Community Fund / HM Government	-	41,516	41,516	-
Bernardo's SHR Phase 1	-	9,810	9,810	-
Bernardo SHR Phase 2	-	10,000	10,000	-
City Bridge Trust - Wave 2	-	25,000	25,000	-
Young H&F Foundation	-	5,000	5,000	-
ATM (Comic Relief)	-	15,000	15,000	-
Student Fees	-	-	-	11,210
Small Donation	5,603	-	5,603	649
Rent/Contribution	4,388	-	4,388	14,735
United in Hammersmith & Fulham COVID	2,000	-	2,000	-
Voluntary Income/Fund	-	-	-	1,217
London Borough of Hammersm. & Fulham	25,000	-	25,000	5,000
Other Income	6,945		6,945	
<b>TOTALS Income</b>	<b>43,936</b> =====	<b>141,782</b> =====	<b>185,718</b> =====	<b>32,811</b> =====

**Notes to the financial statements (continuing)**

**Year ended 31 March 2021**

**3. Expenditure on Charitable Activities by Fund type:**

<b>Charitable activities &amp; Support Cost</b>	<b>Un-restricted Funds</b>	<b>Restricted Funds</b>	<b>Total 2021</b>	<b>Un-restricted Funds</b>	<b>Restricted Funds</b>	<b>Total 2020</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Salary & NIC	4,828	28,103	32,931	-	-	-
Rent & Rates	9,500	15,500	25,000	13,130	8,870	22,000
Telephone, Internet, Website, Media	5,600	4,000	9,600	-	77	77
Refreshments	93	778	871	-	-	-
Stationery	347	1,858	2,205	-	196	196
Insurance	-	367	367	226	-	226
Legal/Compliance	-	248	248	-	-	-
Audit, Bookkeeping	1,000	400	1,400	350	-	350
Training/Mentoring	-	2,480	2,480	-	-	-
Events	345	800	1,145	-	-	-
Gas electricity water	4,120	-	4,120	-	-	-
Fundraising cost	5,409	-	5,409	-	-	-
Volunteer Expenses	3,797	-	3,797	1,094	600	1,694
Food Supplied with support	-	82,619	82,619	-	-	-
Repair & Maintenance	2,050	-	2,050	404	0	404
Depreciation	-	2,066	2,066	-	532	532
<b>Total</b>	<b>37,089</b> <b>=====</b>	<b>139,219</b> <b>=====</b>	<b>176,308</b> <b>=====</b>	<b>15,204</b> <b>=====</b>	<b>10,275</b> <b>=====</b>	<b>25,479</b> <b>=====</b>

**4. Expenditure on Charitable Activities by Activity type:**

<b>Charitable activities &amp; Support Cost</b>	<b>Services</b>	<b>Governance</b>	<b>Fund raising</b>	<b>Total Funds 2021</b>	<b>Total 2020</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Property Costs	25,000	0	0	25,000	22,000
Depreciation	2,066	0	0	2,066	532
Direct Costs	123,805	1,015	5,409	130,229	2,318
Other indirect Costs	19,013	0	0	19,013	629
<b>Total</b>	<b>169,884</b> <b>=====</b>	<b>1,015</b> <b>=====</b>	<b>5,409</b> <b>=====</b>	<b>176,308</b> <b>=====</b>	<b>25,479</b> <b>=====</b>

## Notes to the financial statements (continuing)

Year ended 31 March 2021

### 5. TRUSTEES EXPENSIS

No expenses are paid to Trustees.

No employee earned more than £60,000 during the year (2020: nil).

### 6. Related party transactions

There are no related party transactions to disclose for 2021 (2020: none) There are no donations from related parties which are outside the normal course of business and no restricted donations from related parties.

### 7. Taxation

The charitable company is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

### 8. Fixed Assets

	Computer Equipment	Total
	£	£
<b>Cost</b>		
At 1 April 2020	5,120	5,120
Additions	8,200	8,200
Disposals	0	0
At 31 March 2021	13,320	13,320
<b>Depreciation</b>		
At 1 April 2020	2,990	2,990
Disposals	0	0
Charge this period	2,066	2,066
At 31 March 2021	5,056	5,056
<b>Net book value</b>		
At 31 March 2021	8,264	8,264
At 31 March 2020	2,130	2,130

### 9. Debtors

	2021	2020
	£	£
Debtors	0	0

10. **Creditors**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
<b>Independent examination</b>	<b>400</b>	<b>300</b>
<b>Total Creditors</b>	<b>400</b> <b>=====</b>	<b>300</b> <b>=====</b>

**Accruals: Provision for Accountancy fees.**

11. **Analysis of charitable Funds:**

	<b>Unrestricted Fund</b>	<b>Restricted Funds</b>	<b>Total Fund 2021</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Tangible fixed assets Restricted</b>	<b>0</b>	<b>8,264</b>	<b>8,264</b>
<b>Net Current assets</b>	<b>409</b>	<b>8,159</b>	<b>8,568</b>
<b>Net Assets</b>	<b>409</b> <b>=====</b>	<b>16,423</b> <b>=====</b>	<b>16,832</b> <b>=====</b>

**Benefits in kind**

There were no benefits in kind in the period.

**Independent examination and accountancy services**

During the period, the cost of the examination and accountancy services was £400.

**Glossary of terms**

**Restricted funds:** These are funds given to the charity, subject to specific restrictions set by the donor, but still within the general objects of the charity.

**Creditors** These are amounts owed by the charity, but not paid during the accounting period.

**Debtors:** These are amounts owed to the charity, but not received in the accounting period.

**Prepayments:** These are services that the charity has paid for in advance, but not used during the accounting period.