

**Charity Registration Number: 1133328**

**LEYTONSTONE MUSLIM COMMUNITY CENTRE**

**ANNUAL REPORT AND ACCOUNTS**

**FOR THE YEAR ENDED 31 JULY 2023**

**LEYTONSTONE MUSLIM COMMUNITY CENTRE**  
**ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**For the year ended 31 July 2023**

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# **LEYTONSTONE MUSLIM COMMUNITY CENTRE**

## **CHARITY INFORMATION**

**For the year ended 31 July 2023**

### **Reference and Administrative Information**

**Charity number:** 1133328

### ***Registered Office and Operational Address:***

Crosby House, 2A Carlton Road, London. E11 3AQ

### ***Independent Examiner***

H.A. Bhula, 5 Howard Street, Gloucester, GL1 4UR

### ***Bankers***

NatWest, Leytonstone Branch, 694 High Road, Leytonstone, London. E11 3BA

### ***Trustees***

The Trustees serving during the year and since the year end were as follows:

Shahed Malek (Chairman)  
Abbas Limbada (Secretary)  
Arif Master (Treasurer)  
Moosa Loonat  
Ashraf Loonat  
Imran Iqbal Patel  
Faizul Khan  
Suleman Ahmed

# **LEYTONSTONE MUSLIM COMMUNITY CENTRE**

## **TRUSTEES' ANNUAL REPORT**

**For the year ended 31 July 2023**

The Board of Trustees have pleasure in presenting The Annual Report and unaudited Financial Statements of the charity for the year ended 31 July 2023.

### **Legal Status and Governance**

Leytonstone Muslim Community Centre (LMCC) is registered as a charity with the Charity Commission. It is governed by a Constitution, a copy of which is available from the Charities office.

The Trustees are required to act in the best interest of the Charity and its beneficiaries.

Training and information provided includes advice about the role of Trustees and Charity law.

The Trustees make no personal gain from the Charity.

### **Aims and Objectives of the charity**

The aim of the LMCC is to run projects in conjunction with the local government for enhancing community cohesion and to help young children develop professional skills and understand true Islamic culture and values.

### **Organisational Structure**

The Trustees are elected in accordance with the constitution.

### **Financial Controls**

The Trustees have overall control of the organisation's finances. The daily management of the organisation's activities is delegated to the Executive Committee.

### **Investment powers and restrictions**

There are no restrictions as to where funds may be invested, but policy must be agreed by the Trustees and the Management Committee.

### **Risk Management**

The Trustees review these risks on an ongoing basis and satisfy themselves that adequate systems and procedures are in place to manage the risks identified. Where appropriate, risks are covered by the organisations' insurance. The following framework is central to ensuring adequate risk management:

- Regular monitoring of major risks and development of action plans;
- Embedding risk identification and assessment within operating procedures;
- A clear structure of delegated authority and control;
- Review of key systems and procedures.

In assessing risk Trustees recognise that some areas of our work require the acceptance and management of risk if our key objectives are to be achieved.

# **LEYTONSTONE MUSLIM COMMUNITY CENTRE**

## **TRUSTEES' ANNUAL REPORT (continued)**

**For the year ended 31 July 2023**

### **Financial Review**

#### **Reserves Policy**

The Board has set a Reserve of Restricted Funds equivalent to at least three months operating costs. The reserves of £23,630 do satisfy this criterion.

#### **Principal Funding Sources**

Of the £29,674 income for the year 98% came from rental income and 2% from fundraising activities and donations. There were no Grant incomes in the year (2022 £Nil) and no income from events and activities (2022 £Nil).

More detail about income for the year and the Charity's financial position at the end of the year are shown in the Financial Statements on pages 6 to 7.

#### **Principal Expenditure Items**

Premises and Youth Training Events and Activities costs totalling £29,892 formed 94% of total expenditure. The valuable time given by unpaid volunteers, including Trustees, is not quantified and not included in this figure.

The deficit for the year amounted to £ (1,968). (2022 deficit, £ (2,383)).

#### **Responsibilities of the Board of Trustees**

The Board of Trustees are required to prepare Financial Statements for each financial year that give a true and fair view of the of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those Financial Statements the Trustees are required to:

- Select suitable accounting policies and then apply them consistently
- Make judgements and estimates that are reasonable and prudent
- State whether the applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial accounts
- Prepare the Financial Statements on the 'going concern' basis unless it is inappropriate to presume that the company will continue in business

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial accounts comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the above principles in mind.

Approved by the Board of Trustees on and signed on its behalf by:



Arif Master  
Treasurer/Trustee



## **LEYTONSTONE MUSLIM COMMUNITY CENTRE**

### **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF LMCC**

I report on the accounts of the Trust (Charity no. 1133328) for the year ended 31 July 2023, which are set out on pages 6 to 11.

#### *Respective responsibilities of trustees and examiner*

As the charity's trustees you are responsible for the preparation of the accounts; you consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed. It is my responsibility to examine the accounts under section 145 of the Charities Act, to follow procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act and to state whether matters have come to my attention.

#### *Basis of independent examiners' report*

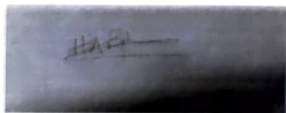
My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Trust and a comparison of the accounts presented with those records. It also includes the consideration of any unusual items 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 I do not express an audit opinion on the accounts.

#### *Independent examiners' report*

In connection with our examination, no material matter has come to my attention which gives me cause to believe that in any material respect:

- The accounting records were kept in accordance with section 130 of the Charities Act; or
- The accounts did not accord with the accounting records; or
- The accounts did not comply with the applicable requirements concerning the form and content of Accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



**H A BHULA (FCCA)**  
Chartered Certified Accountant  
5 Howard Street  
Gloucester.  
GL1 4UR

Date: 18<sup>th</sup> February 2024

# LEYTONSTONE MUSLIM COMMUNITY CENTRE

## STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)

For the year ended 31 July 2023

|  | Note | UNRESTRICTED<br>FUNDS | RESTRICTED<br>FUNDS | TOTAL<br>FUNDS<br>2023 | TOTAL<br>FUNDS<br>2022 |
|--|------|-----------------------|---------------------|------------------------|------------------------|
|  |      | £                     | £                   | £                      | £                      |
| <b>INCOMING RESOURCES</b>                            |      |                       |                     |                        |                        |
| <i>Incoming resources from generated funds</i>       |      |                       |                     |                        |                        |
| Voluntary income                                     | 2    | 670                   | 0                   | 670                    | 830                    |
| Rental income  |      | 29,004                | 0                   | 29,004                 | 29,004                 |
| <i>Incoming resources from charitable activities</i> |      |                       |                     |                        |                        |
|  | 3    | 0                     | 0                   | 0                      | 0                      |
| <b>TOTAL INCOMING RESOURCES</b>                      |      | <b>29,674</b>         | <b>0</b>            | <b>29,674</b>          | <b>29,834</b>          |
| <b>RESOURCES EXPENDED</b>                            |      |                       |                     |                        |                        |
| <i>Direct Charitable Expenditure</i>                 |      |                       |                     |                        |                        |
| Premises costs                                       | 4    | 29,892                | 0                   | 29,892                 | 29,454                 |
| Events and Conferences                               | 4    | 0                     | 0                   | 0                      | 0                      |
| General and Administrative expenses                  | 4    | 1,750                 | 0                   | 1,750                  | 2,209                  |
| <i>Governance costs</i>                              |      |                       |                     |                        |                        |
|  | 5    | 0                     | 0                   | 0                      | 0                      |
| <b>TOTAL RESOURCES EXPENDED</b>                      |      | <b>31,642</b>         | <b>0</b>            | <b>31,642</b>          | <b>32,217</b>          |
| <b>Net movement in funds</b>                         |      | <b>(1,968)</b>        | <b>0</b>            | <b>(1,968)</b>         | <b>(2,383)</b>         |
| <b>Reconciliation of funds</b>                       |      |                       |                     |                        |                        |
| Total funds brought forward                          |      | 25,598                | 0                   | 25,598                 | 27,981                 |
| <b>Total funds carried forward</b>                   |      | <b>23,630</b>         | <b>0</b>            | <b>23,630</b>          | <b>25,598</b>          |

The Charity has no recognised gains or losses other than the results for the year as set out above.  
All the activities of the Charity are classed as continuing.

The notes on pages 8 to 11 form an integral part of these financial statements

# LEYTONSTONE MUSLIM COMMUNITY CENTRE

## CONSOLIDATED BALANCE SHEET

As at 31 July 2023

|  | Note | 2023<br>£            | 2022<br>£            |
|--|------|----------------------|----------------------|
| <b>FIXED ASSETS</b>                    |      |                      |                      |
| Tangible assets                        | 6    | <u>0</u>             | <u>0</u>             |
| <b>CURRENT ASSETS</b>                  |      |                      |                      |
| Debtors and prepayments                | 7    | 0                    | 380                  |
| Lease deposits                         |      | 4,500                | 4,500                |
| Cash at bank and in hand               |      | <u>23,880</u>        | <u>24,968</u>        |
|  |      | <b>28,380</b>        | <b>29,848</b>        |
| <b>LIABILITIES</b>                     |      |                      |                      |
| Creditors: amounts due within one year | 8    | <u>1,000</u>         | <u>500</u>           |
| <b>NET CURRENT ASSETS</b>              |      | <b>27,380</b>        | <b>29,348</b>        |
| <b>LONG TERM LOANS &amp; ADVANCES</b>  |      |                      |                      |
| Interest free-Personal Loans           |      | (3,750)              | (3,750)              |
| <b>NET ASSETS</b>                      |      | <u><b>23,630</b></u> | <u><b>25,598</b></u> |
| Financed by:                           |      |                      |                      |
| <b>ACCUMULATED FUNDS</b>               |      |                      |                      |
| Unrestricted                           |      | 23,630               | 25,598               |
| Restricted                             |      | 0                    | 0                    |
| <b>TOTAL CHARITY FUNDS</b>             |      | <u><b>23,630</b></u> | <u><b>25,598</b></u> |

These Financial Statements were approved by the Board of Trustees on 18<sup>th</sup> February 2024 and were signed on its behalf by:

  
Mr A Master  
Treasurer/Trustee

  
Mr S Malek  
Chairman/Trustee

The notes on pages 8 to 11 form an integral part of these financial statements



# **LEYTONSTONE MUSLIM COMMUNITY CENTRE**

## **NOTES TO THE FINANCIAL STATEMENTS**

**For the year ended 31 July 2023**

### **1-ACCOUNTING POLICIES**

The principal accounting policies, all of which have been applied consistently throughout the year, are set out below:

#### **a) Basis of accounting**

The financial statements have been prepared in accordance with the Charities SORP (FRSSE) 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 (the FRSSE) the Financial Reporting Standard for Smaller Entities. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

#### **b) Funds accounting**

Funds held by the Charity are:

Unrestricted funds - these are general funds that are available for use at the Trustees' discretion in furtherance of the objectives of the Charity.

Restricted funds - these are funds that can only be used for restricted purposes within the objects of the Charity. Restrictions arise when specified by the donor or when funds are raised for restricted purposes.

#### **c) Incoming resources**

Voluntary income including donations and grants that provide core funding or are of a general nature is recognised where there is entitlement, certainty of receipt and the amount can be measured with enough reliability.

Incoming resources from tax claims are included in the statement of financial activities at the time when income is received from the Inland Revenue.

#### **d) Resources expended**

Resources expended are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accrual basis and has been classified under headings that aggregate all costs related to the category.

Costs of generating funds are the costs of trading for fundraising purposes.

Charitable expenditure comprises those costs that are incurred by the charity in the delivery of its activities and services for its beneficiaries.

Governance costs include those incurred in the governance of its assets and are primarily associated with constitutional and statutory requirements.

**LEYTONSTONE MUSLIM COMMUNITY CENTRE**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**For the year ended 31 July 2023**

**1-ACCOUNTING POLICIES-(continued)**

**e) Donated goods and volunteer services**

The Charity has not received any goods for use by the Charity itself.

The value of services provided by volunteers is not incorporated into these Financial Statements.

**f) Taxation**

LMCC is a registered Charity under the Charities Act 2011 and as such is exempt from taxation of its income and capital gains.

Incoming resources from tax claims are included in the statement of financial activities at the same time as the gift to which they relate.

**g) Fixed Assets and depreciation**

Building Extension has been depreciated over 10 years on a straight-line basis and is now fully depreciated.

# LEYTONSTONE MUSLIM COMMUNITY CENTRE

## NOTES TO THE FINANCIAL STATEMENTS (continued)

For the year ended 31 July 2023

### 2-VOLUNTARY INCOME

Voluntary income for the year falls into the following categories.

|                              | UNRESTRICTED<br>FUNDS | RESTRICTED<br>FUNDS | TOTAL<br>FUNDS<br>2023 | TOTAL<br>FUNDS<br>2022 |
|------------------------------|-----------------------|---------------------|------------------------|------------------------|
|                              | £                     | £                   | £                      | £                      |
| <i>Appeals and Donations</i> | 670                   | 0                   | 670                    | 830                    |
| <i>Income Tax Refunds</i>    | 0                     | 0                   | 0                      | 0                      |
|                              | <b>670</b>            | <b>0</b>            | <b>670</b>             | <b>830</b>             |

### 3-INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

|                                   | UNRESTRICTED<br>FUNDS | RESTRICTED<br>FUNDS | TOTAL<br>FUNDS<br>2023 | TOTAL<br>FUNDS<br>2022 |
|-----------------------------------|-----------------------|---------------------|------------------------|------------------------|
|                                   | £                     | £                   | £                      | £                      |
| <i>Local Authority Grants</i>     |                       |                     |                        |                        |
| -London Borough of Waltham Forest | 0                     | 0                   | 0                      | 0                      |
| <i>Other Fund-Raising income</i>  |                       |                     |                        |                        |
| -Events and Activities            | 0                     | 0                   | 0                      | 0                      |
| <b>Total incoming resources</b>   | <b>0</b>              | <b>0</b>            | <b>0</b>               | <b>0</b>               |

### 4-COST OF CHARITABLE ACTIVITIES

The amount spent on charitable activities is analysed as follows:

|  | UNRESTRICTED<br>FUNDS | RESTRICTED<br>FUNDS | TOTAL<br>FUNDS<br>2023 | TOTAL<br>FUNDS<br>2022 |
|--|-----------------------|---------------------|------------------------|------------------------|
|  | £                     | £                   | £                      | £                      |
| <i>Premises costs</i>                  |                       |                     |                        |                        |
| Rent                                   | 28,992                | 0                   | 28,992                 | 28,992                 |
| Maintenance                            | 0                     | 0                   | 0                      | 0                      |
| Business and Water Rates               | 900                   | 0                   | 900                    | 1,016                  |
|  | <b>29,892</b>         | <b>0</b>            | <b>29,892</b>          | <b>30,008</b>          |
| <i>Events and conferences</i>          |                       |                     |                        |                        |
| Youth Training Events and activities   | 0                     | 0                   | 0                      | 0                      |
| Tuition Classes                        | 0                     | 0                   | 0                      | 0                      |
| Donations                              | 0                     | 0                   | 0                      | 0                      |
|  | <b>0</b>              | <b>0</b>            | <b>0</b>               | <b>0</b>               |
| <i>General Administrative Expenses</i> |                       |                     |                        |                        |
| Insurance                              | 880                   | 0                   | 880                    | 1,699                  |
| Telephone and Internet charges         | 160                   | 0                   | 160                    | 132                    |
| Heat and Light                         | 710                   | 0                   | 710                    | 378                    |
| Bank charges and Sundry Expenses       | 0                     | 0                   | 0                      | 0                      |
| Depreciation                           | 0                     | 0                   | 0                      | 0                      |
|  | <b>1,750</b>          | <b>0</b>            | <b>1,750</b>           | <b>2,209</b>           |

**LEYTONSTONE MUSLIM COMMUNITY CENTRE**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**For the year ended 31 July 2023**

**5-GOVERNANCE COSTS**

The governance costs consisted of the following costs:

|                             | 2023     | 2022     |
|-----------------------------|----------|----------|
|                             | £        | £        |
| Legal and professional fees | <u>0</u> | <u>0</u> |

**6-FIXED ASSETS**

|                           | Building<br>Extension<br>£ | Total<br>£    |
|---------------------------|----------------------------|---------------|
| <b>COST</b>               |                            |               |
| At 1 August 2022          | 44,595                     | 44,595        |
| Additions                 | 0                          | 0             |
| Disposals                 | 0                          | 0             |
| At 31 July 2023           | <u>44,595</u>              | <u>44,595</u> |
| <b>DEPRECIATION</b>       |                            |               |
| At 1 August 2022          | 44,595                     | 44,595        |
| Charge for Year           | 0                          | 0             |
| Eliminated on Disposal    | 0                          | 0             |
| At 31 July 2023           | <u>44,595</u>              | <u>44,595</u> |
| <b>WRITTEN DOWN VALUE</b> |                            |               |
| At 31 July 2023           | <u>0</u>                   | <u>0</u>      |
| At 31 July 2022           | <u>0</u>                   | <u>0</u>      |

**7-DEBTORS**

|                                | 2023     | 2022       |
|--------------------------------|----------|------------|
|                                | £        | £          |
| Prepayments and accrued income | <u>0</u> | <u>380</u> |

**8-CREDITORS AND ACCRUALS: amounts falling due within 1 year**

|               | 2023         | 2022       |
|---------------|--------------|------------|
|               | £            | £          |
| Cash Advances | 0            | 0          |
| Accruals      | <u>1,000</u> | <u>500</u> |
|               | <u>1,000</u> | <u>500</u> |

**9-CONTINGENT LIABILITIES**

At 31 July 2023 LMCC had no known contingent liabilities.

**10-CAPITAL COMMITMENTS**

|  | 2023       | 2022       |
|--|------------|------------|
|  | £          | £          |
| Capital expenditure that has been contracted for but has not been provided for in the Financial Statements | <u>NIL</u> | <u>NIL</u> |
| Capital expenditure that has been authorised by the Trustees but has not been contracted for               | <u>NIL</u> | <u>NIL</u> |