

Registered charity number  
1139907

Central Jamia Mosque Rizvia

Accounts

31 March 2023

**Central Jamia Mosque Rizvia**  
**Report and accounts**  
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## **Central Jamia Mosque Rizvia Charity Information**

### **Trustees**

Mohammed Arfan  
Shakeel Nawaz  
Maqsood Hussain  
Mohammed Riaz  
Khomar Masaud  
Fiaz Ahmed  
Muhammad Akram

### **Accountants**

Aurora HK Limited  
Office 40, Anglesey Business Centre  
Burton-On-Trent  
DE14 3NT

### **Bankers**

11 Spring Crescent  
Southampton  
Hampshire  
SO17 2FZ

## **Central Jamia Mosque Rizvia**

### **Report of the Trustees**

#### **Statement of Trustee's Responsibilities**

The Trustees are responsible for preparing the Trustees' Annual Report and financial statements in accordance with applicable law and United Kingdom generally Accepted Accounting Standard.

In 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 judgement and estimates that are reasonable and prudent;  
State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and  
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 which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Charities Act 1993 and the Charity (Accounts Reports) Regulations 2008 . They are also responsible for safeguarding the assets of the charitable trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

On behalf of the Board

13 June 2024

## **Central Jamia Mosque Rizvia Report of the Trustees**

### **Structure, Governance and Management**

#### **Governing Document**

Central Jamia Mosque Rizvia is constituted as a charitable registered with the Charity Commission under charity number 1139907 and governed by a deed of trust.

#### **Organisational Structure**

The charity trustees are responsible for the overall control, strategic planning and organization of management committee elections and transition. The trustees have given delegated powers to the management committee for the day to day operations including the recruitment of staff except for the post of Head Imam for which recruitment is a joint effort in line with trust deed.

The trust board meetings are held quarterly and convene adhoc meetings are necessary and are responsible for all decisions taken in relation to the overall status of trust operations and the trust board also meets with the management committee to review and monitor progress on all aspect of the day to day operations and again will convene other meeting as and when necessary.

The management committee meetings are held every two weeks and other meetings when necessary.

Where necessary the trustees and management committee will seek subject matter expert advice from within the community generally free of charge and if not forthcoming then will engage with external bodies or professionals.

The trustees and management committee give their time freely and receive no salary or other financial benefits.

#### **Recruitment and appointment of Trustees**

The existing trustees are responsible for recruitment of new trustees and this is done in accordance with the trust deed i.e. when a clan based position becomes vacant the trust board review the skillset shortfall and a notice is posted asking the relevant clan (family) to nominate person/s with required skills if possible. If there is more than one applicant then the trust board will resolve this with clan elders to the satisfaction of the applicant and or hold a ballot of the relevant clan members.

#### **Induction and Training of Trustees**

Following appointment, new trustee/s are introduced to their new role and given a copy of the trust deed and guide to policies and procedure adopted by the charity. They are given information about the charity commission website and the relevant section/s applicable to the role and responsibilities of a trustee under the Charity Act.

The new trustee is paired up with a buddy from existing experienced trustees and their progress is reviewed regularly.

## **Central Jamia Mosque Rizvia**

### **Report of the Trustees**

#### **Our Aims and Objectives**

The charity will be of a charitable nature with aims and objectives of the charity as set out in the trust deed and summarized below:

- 1) To provide mosque facilities, services and to advance the education of the public in the religion of Islam Sunni Brailevi school of thought within the framework of the Holy Quran and Sunnat by the provision of a mosque and Islamic cultural and education centre.
- 2) To promote religious harmony for the benefit of the public at large through educating children and young adults by actively countering extremism of all religions especially through promoting Islam as a religion of peace and harmony, and through cohesion by raising awareness of the distinctive features of Islam and its common ground with other religions, by providing counseling, mediation/conflict resolution services and engagement with interfaith groups, through our community facilities, to build a culture of friendship, peace and harmony.

#### **Strategies**

To make our mosque easily accessible and welcoming for All Muslims (male & female) who wish to learn more about their religion and to be able to worship as a congregation regularly with special focus on Friday, Ramadhan and Eid prayers. The facility is open at all daily prayer, class, function and event times.

We engage with other faith and non-faith people to share the teachings of Islam and hold open sessions where anyone can walk in.

One of the 5 Pillars of Islam is charitable giving (Zakat) according to one's wealth and sadqa for additional blessings for the purpose of relief of hardship amongst communities worldwide. The trust does NOT directly get involved in fundraising for these causes but we are committed to accommodating events and functions organized by recognized bodies.

All our funding is through charitable donations by community for mosque and community related facilities or services and limited funding is received from local bodies for specific or collaborative events/functions to promote e.g. wellbeing & health seminars, Gym, youth fun-day, which are advertised through social media and posters on the facility fencing inviting the wider local community to participate.

Increase engagement with wider community through activities and events, making community facilities available for use/hire by all and most of the activities are free or charged on cost basis and where at all possible the trust will give concessions on the basis of community benefit.

Management Committee and Trustee are the first point of contact for those moving into the locality and our aim is assist them in any way possible to make their settlement easier directly or by pointing them in the direction of individual's or bodies that can help.

An ongoing review of existing facilities and services, fit for purpose, maintenance/running cost, appeal and appearance to users and passersby. The building is 100+ years old building ex-primary school which has been adapted many times.

## **Central Jamia Mosque Rizvia**

### **Report of the Trustees**

#### **Use of Volunteers**

Staff full, part-time and volunteers especially are an important resource of Islam and our community. We have circa 20 volunteers made up of Trustees and management committee and community who give up their time free of charge to assist with and lead mosque and community activities and all those who lead or are involved with children or vulnerable persons activities are Data Barring Services (DBS) checked.

#### **Aims and Objectives achievement review**

The trust carries out a wide range of activities and services in pursuance of our aims and objectives and the trust board considers the following summary provides a fair reflection of the benefits delivered to those who pray at the facility and wider community of Burton-On-Trent. Our facilities are integrated except for 2 prayer rooms and remaining used to accommodate religious and community services and events.

#### **Risk Management**

The trustees and management committee have assessed the risks to charity and identified major risks by area of activity, nature, likelihood of happening and the measures placed to manage the risk/s, and they are reviewed regularly at trust board, management committee and joint meetings. The trustees are satisfied that systems and arrangements are place to manage the risks identified. Especially key areas such as Insurance cover in place for buildings and employer liability, Legal Services outsourced for employment contracts, trust finances are kept under regular review, appropriate Data Barring Services (DBS) checks. All policies are reviewed regularly and amended as necessary especially where children & vulnerable persons are concerned and an external trainer was hired to provide training to staff in relation to safety and protection of children, vulnerable persons and all users of the facility.

## **Central Jamia Mosque Rizvia**

### **Report of the Trustees**

#### **Religious Activities**

Mosque provided facilities and service for worship and Islamic Education for all ages and the wider community and dialogue with people of other faiths and none.

**Prayers:** mosque is open for all daily and including Friday prayers, which are attended by 120 and by nearly 400 people, respectively, during the month of Ramadan late nightly, Funeral, Eids and other prayer for thanksgiving.

**Festivals:** mosque organizes a communal breaking of daily fast during Ramadan for which food is donated by worshippers. We also celebrate Saints days and offer monthly thanksgiving, birth of the prophet peace be upon him he who was blessed with the revelation of the holy Quran, by cooking food or outsourcing for the gathering.

**Funeral Service:** Mosque provides the funeral facilities for body wash/cleansing, rooms for male and female attendees and prayer service, and complete kitchen facility to feed visitors and guests. We also hold classes for male and female to teach the procedure and principals of Islamic burials.

**Civil Marriage and Nikah:** the mosque provides, facility, counselling and nikah services as required by the community.

**Arabic Classes:** Original Islamic literature and the Quran was written in Arabic and therefore every Muslim parent wishes their children to learn to read Arabic so they can recite in the authentic language. A number of classes are run throughout the week for all ages to teach basic quranic principles of reading Arabic (with tajweed).

**Hifz Class:** Memorisation of the Quran is considered an important part of religious education and training which takes on average approx. 3years to complete We continue to provide this service for young people and 2 youngster completed the course during the year.

#### **Islamic Awareness**

**Programmes on the Quran, Hadith and 5 pillars:** Islam is a way of life for all and all times based on the combined teachings of Quran, Hadith and the 5 pillars. Regular classes are held for all children and adults to improve the Islamic knowledge of muslim community thus promoting peace, harmony, tolerance and cohesion through learning to build on commonality and respect of other beliefs and practices.

A tour of the mosque and brief lecture was given to 3 groups of non-Muslims on key principles of Islam and one of its fundamental requirements to have belief and acceptance of all Abrahamic prophets.

**Inter-faith:** Our mosque is an active part of the Burton faith forum and we use the forum to promote inter-faith dialogue, awareness and engagement in joint activities and events.



## **Central Jamia Mosque Rizvia**

### **Report of the Trustees**

#### **Community Activities**

Our facilities provide a valuable resource for educational, recreational and community needs for the people of Burton with a variety of activities organized and take place regularly.

**Facilities:** our halls and rooms are available for use by the local groups and organisations, used by e.g. "Keep Fit" a community group, wellbeing and health awareness by a local surgery, local councilor and MP for surgeries, we encourage use for charitable causes for awareness and fundraising, most rooms are used on a daily basis and when not in use these are made available for private function birthdays, anniversaries, Eid Parties, children and family Fun days, etc. which are charged at cost plus basis approximately 28 of these bookings took place thus benefitting the wider community.

Through our encouragement an independent group of volunteers have began to organise and fund regular Saturday Soup Kitchen for the homeless and provide surplus food to YMCA. The attendees are all non-Muslim and numbers are growing and as the awareness has increased amongst wider community the volunteers are beginning to get engagement from people not associated with our community to help run the sessions. We provide the facility and all other responsibility and liability rests with the volunteer group.

**Health Seminar and Consultations:** Covid vaccination clinics and awareness sessions held in the centre.

#### **Financial Review**

##### **Reserve Policy**

The trustees have reviewed the reserves of the charity and our policy is to hold enough funds to meet 6 months operating cost of the essential trust facilities and services it provides and current balance exceeds this requirement, see accounts for detail.

##### **Funding Sources**

Our main source of income is Giving on Friday prayers, funeral services, contributions towards teacher cost, donations and income towards other activities amounted to £184,147.

Mohammed Arfan  
Trustee



**Central Jamia Mosque Rizvia**  
**Profit and Loss Account**  
**for the year ended 31 March 2023**

	<b>Notes</b>	<b>2023</b> <b>£</b> Unrestricted Funds	<b>2022</b> <b>£</b> Unrestricted Funds
<b>INCOMING RESOURCES</b>			
Donations Received	1	184,147	243,694
<b>RESOURCES EXPENDED</b>			
Charitable Activities	2	(122,262)	(114,069)
Governance cost	3	-	(1,454)
Support cost	4	(4,206)	(5,707)
		<hr/> (126,468)	<hr/> (121,230)
<b>Net Incoming Resources</b>		<hr/> 57,679	<hr/> 122,464
Funds brought forward		1,029,665	907,201
<b>Total funds carried forward</b>		<hr/> <b>1,087,344</b>	<hr/> <b>1,029,665</b>

**Central Jamia Mosque Rizvia**  
**Balance Sheet**  
**as at 31 March 2023**

	Notes	2023 £	2022 £
<b>Fixed assets</b>			
Land & buildings	500,000	500,000	
Property	168,261	168,261	
Plant & machinery	1,274	1,592	
		<b>669,535</b>	<b>669,853</b>
<b>Current assets</b>			
Cash at bank and in hand	417,809	359,812	
	417,809	359,812	
<b>Creditors: amounts falling due within one year</b>		-	-
<b>Total assets less current liabilities</b>		<b>1,087,344</b>	<b>1,029,665</b>
<b>Net assets</b>		<b>1,087,344</b>	<b>1,029,665</b>
<b>Funds</b>			
Surplus for the year		1,087,344	1,029,665
<b>Shareholders' funds</b>		<b>1,087,344</b>	<b>1,029,665</b>

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.

Mohammed Arfan  
Trustee  
Approved by the board on 13 June 2024

**Central Jamia Mosque Rizvia**  
**Notes to the Accounts**  
**for the year ended 30 November 2020**

**1 Accounting policies**

***Basis of preparation***

The financial statements have been prepared under the historic cost convention and in accordance with the Charities Act 2011 and follow the recommendations in the Statement of Recommended Practice- Accounting and Reporting by Charities 2005.

***Incoming resources***

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy.

***Resources expended***

Expenditure is recognised on an accrual basis as a liability is incurred.

***Taxation***

The Charity is generally exempt from Income Tax and Corporation Tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates as the Charity is not VAT registered.

<b>2 Charitable activities</b>	<b>2023 £</b>	<b>2022 £</b>
Donations Spent		
Bank Charges	619	-
Education	-	125
Repairs and Maintenance	2,074	2,387
Light and Heat	17,380	7,637
Insurance	368	2,521
Equipment Expensed	-	1,360
Wages and Salaries	101,820	100,039
	<u>122,261</u>	<u>114,069</u>
<b>3 Governance cost</b>	<b>2023 £</b>	<b>2022 £</b>
Other professional cost	-	1,454
Accountancy	-	-
	<u>-</u>	<u>1,454</u>
<b>4 Support cost</b>	<b>2023 £</b>	<b>2022 £</b>
Telephone and fax	1,206	945
Rates	1,357	2,903
Cleaning	825	577
Depreciation	255	398
Sundry	3,053	884
	<u>6,696</u>	<u>5,707</u>