



Trustees Annual Report

2021-2022



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Report of the Trustees for the year ending 31st March 2022

The Trustees present their Annual report and internally audited Accounts for the financial year ending 31st March 2022 and confirm that they met their obligations for reporting the Trusts activities for the public benefit and comply with the Charities Act 1993, as amended by Charities Act 2006, the trust's constitution and the Charities SORP 2005.

Administration information:

Charity Name: SHAH JALAL MASJID & BURNLEY ISLAMIC
CULTURAL CENTRE

Charity Registration No: 1142360

Principal Office: Burleigh Street, Burnley, Lancashire, BB12 ODA

Trustees:

Abdur Rouf (Chairman), Abdul Rokib (Vice-Chairman), Mohammed Abdul Malik (Secretary), Noor Miah (Assistant Secretary), Jaifor Ali (Treasurer), Javed Baksh (Assistant Treasurer), Kobi Shamsul Islam, Ful Miah, Kobir Miah, Mujahid Ullah, Mohammed Abdul Kadir, Imdad Ali, Alomgir Kabir, Altaf Hussain Juwel, Royal Ahmed, Amir Hussain, Suna Miah, Kamil Ahmed, Mohammed Murshed, Ayub Ali & Shah Abdul Hoque. (21)

Conflict Resolution Committee:

Nazrul Islam Khan, Ansar Uddin, Mahbub Ahmed Lebu, Ashok Ali, Noor Uddin Ahmed, Hifzur Rahman, Abul Kalam, Abul Boshor, & Jamal Miah. (9)

Imam:

Moulana Mustafizur Rob Chowdhury

Bankers:

Barclays Bank Plc
St James Street
Burnley
Lancashire
BB11 1NH

Structure, Governance and Management:

Governing Document:

Shah Jalal Masjid & Burnley Islamic Cultural Centre is constituted as a charitable trust registered with the Charity Commission in October 2011 under Charity number 1142360. It is governed by a constitution adopted on 14th October 2010 (Constitution amended on 13 Jan 2019).

Organisational Structure:

The trustees are responsible for the general control and management of the charity. The trustees volunteer their time freely and receive no remuneration or any other financial benefits.

The trustees otherwise known as the Management Committee (MC) meet together regularly, holding meetings to discuss ways forward. They are responsible for consideration of issues, making decisions in relation to smooth running of the Mosque and its activities.

The Management Committee set up various sub-committees as and when necessary. The leading of prayers and other day to day management of the Mosque and its activity is delegated to the appointed staff e.g. Imam.

Recruitment and appointment of Trustees:

The MC is elected every three years in accordance with the constitution. In the event of a vacancy through resignation otherwise, the MC recruit new member/s in consultation with members and elders. The MC (Trustee) believes this process ensures that the new member is respected within the faith and local community. The MC also believes that this method allows taking into account views of individual members and community. This process ensures MC to foster and maintain good relations with the membership and the community it serves. The Imam and the six responsible members of the trustees have had DBS checks done as part of the staff and recruitment of trustee's process.

Similarly, the MC appoint or adopt members to the Management Committee, to increase capability, knowledge and expertise by either appointing or adopting new members to the MC who bring wealth of experience, knowledge and expertise e.g. professional, businessman.

When recruiting new members, the MC seek to identify people who attend events and functions organised by the Mosque, and are willing to volunteer to help achieve our strategic aims and objectives. Potential members are invited to attend meetings of the MC as observers and are given more details of the Mosque's aims, objectives and activities, if they agree, then they are proposed as new members at a subsequent meeting of the MC. This process allows due consideration of the person's eligibility, competence, specialist knowledge and skills.

Induction and training of Trustees:

Following appointment, new members are introduced to their new roles and given copies of the Mosque's constitution, policy and procedures adopted by the Mosque. They are also given a number of publications by the Charity Commission including the guidance on charities and public benefit and advancement of religion for public benefit. This ensures that the new members are aware of the scope of their responsibility under the Charities Act. Initially, new members work with existing members shadowing; assisting with a particular activity or project run by the Mosque. After a period of 3 months and satisfactory feedback from the member shadowed and others they are given tasks to leading a project or activity.

Risk Assessment and Management:

The Management Committee has assessed the major risks to which the Mosque is exposed to. The process identifies major risks by area of activity, nature of the risks, the likelihood of the risks happening and measures taken to manage them by regularly reviewing the major risks at their meetings. All appropriate insurances are in place worth millions of pounds, covering buildings, public and employers, employee's liabilities. Appointment and employment of a professional team, architect, civil engineer, CDM, reputable contractor and sub-contractors who follow procedures which ensure compliance with health and safety of staff, volunteers, clients and visitors to the Mosque.

Volunteers and their useful roles:

In Islam, doing a good deed is considered as a charity itself, hence there is no shortage of volunteers. People volunteer in different ways which ever suits them, physically, financially, emotionally and or morally. All our members and adherents are considered volunteers as without their support one way or another lot of what we do and have achieved may not have happened. However, we have a regular pool of over 50 volunteers who give their time freely and receive no remuneration. From serving as trustees, other committees, collecting donations and money from money-boxes; venues spread across East Lancashire to working physically at the new mosque saving thousands of pounds. They are trained, fully briefed and where appropriate DBS checked.

Aims:

The Aims of the Mosque is to promote the advancement of the religion in accordance with the doctrines of Islam and to advance education and religious education in accordance with the Islamic beliefs.

Objectives:

The objectives set by the management committee are to:

3.1 Establish a Masjid, Madrasah, Muslim Community, Cultural and Education Centre.

3.2 Employ and pay any person (who shall not be members of the Management Committee) as are necessary for the proper pursuit of the objectives. Any Imam who may be appointed shall be an Islamic Scholar. The Imam and any other person employed/paid by the Organisation shall be follower of Ahlus Sunnah wal Jammah, preferably of Hanafi Fiqh.

3.3 Collect and distribute information on Islamic matters and exchange such information with other bodies having similar objectives.

3.4 Purchase, taken on, lease or in exchange, hire or otherwise acquire any property and right and privileges necessary for the promotions of such objective and construct, maintain and alter any building or erection necessary for the work of the Organisation.

3.5 Make regulation for any property, which may be so acquired.

3.6 Raise funds and procure contributions to the Organisation by personal or written appeals, public meetings, subscriptions, legacies, gifts, grants in aid from statutory and other authorities or otherwise. Provided that the Management Committee shall not undertake any permanent substantial trading activities when raising funds for the charity and shall conform to relevant requirements of the law.

3.7 Invest the money of the organisation not immediately required for objects in or on such investments as may be thought fit, subject nevertheless to such conditions (if any) as may be imposed or required by the law.

3.8 Appoint and constitute such advisory committee as the Management Committee think necessary.

3.9 Do all such other lawful things as are necessary for the achievement of the objects.

3.10 The Organisation shall not borrow interest (usury) bearing funds/money nor shall in invest funds in interest bearing accounts.

Activities:

Corona virus pandemic

During the reporting year, there were major restrictions on what activities could take place due to the Corona virus pandemic. The Mosque restricted its activities to keep the worshipers safe while attending the Mosque.

The Mosque continued to follow the governments advice to control the virus. Social distancing, the wearing of masks and putting shoes in shoe bags were still followed.

Ramadan 2021

On 13th Ramadan 2021, the Mosque invited Qari Ahmed Al-Qattani to lead Taraweeh prayers. The prayers were attended by the local community and all Covid safety procedures were followed.



Madrasah

The evening Madrasah opened again on Monday 31st May after a long duration of being closed due to Covid-19. All Covid safety procedures were also followed at the Madrasah.

SHAH JALAL MASJID
& BURNLEY ISLAMIC CULTURAL CENTRE
শাহজালাল মসজিদ এবং বার্নলী ইসলামিক ক্যালচারাল সেন্টার

Madrasah re-opening
Inspiring intellectual Islamic excellence

Exciting & Dynamic Syllabus

- Complete Madrasah setting
- Progress reports
- Parents evenings
- End of year Trips

Taught by qualified Alim's, Alima's & Huffaz

Re-opening on
Monday 31st May 2021
5.00pm - 6.30pm

Collect an
application from
the Masjid now!

Imam sab 07912 885 144

NEW MOSQUE PROJECT:



Purpose built new Mosque project

Burnley is situated in the North West of England approximately 20 miles north of Manchester. Over the years Muslims from various parts of the world have settled and grown into a substantial community. The volunteers who manage the present Mosque are working extremely hard to manage the exponential growth of Muslims and their needs. The present Mosque is a conversion of two former terraced houses. In recent years the problem has become more acute of the on-going difficulties the ever growing community face are as follows:-

- Cannot adequately accommodate Jummah, Eid or funeral prayers.
- Only limited number of children can be taught at any one time
- Lack of proper wudu facilities
- No appropriate provision for females
- No mortuary facility
- No library, information or computer facilities/ resources for users

Due to the lack of space, facilities, resources and the increasing number of Muslims attending, a larger premise has become an absolute necessity. Our aim is to ultimately provide a comprehensive Islamic education to our children who will be Insha-Allah (God-willing), a shining example to the rest of the society.

To address these problems and build a purpose-built modern and spacious mosque, we have acquired over an acre of land costing £77,500.00, from the local Authority situated in the heart of the community.

Design philosophy of the new Mosque:

The aim is to bring together all the traditional element of a mosque such as the dome, minaret, mihrab and the iwan (formal entrance) linked in a modern architecture expressed in modern materials such as steel and glass. Encompassing Asian, European and Middle Eastern architecture. The scale of the building is derived and based on an Islamic architectural proportional system known as “The Squared Circle”. In this the master circle or circles in the case of a rectangular shaped site is superimposed on the extremity of the actual site then subdivided in a geometric progression to give concentric circles and concentric squares relating in 1:2 and $\sqrt{2}$ proportion.

The result is a mosque which is in proportion from the width of the main entrance to diameter of the dome to the height of the minaret to the smallest element of a design pattern on a wall tile thus reflecting the harmony in nature from the smallest dividing cell to the vast expanse of the universe.

Vision:

To build a Mosque and an Islamic cultural Centre which will incorporate a:

- **Spacious Mosque** where all Muslims will be able to join shoulder to shoulder in one large congregation submit themselves to Allah (SWT).
- **Madrasah** where all Muslims in general, and children in particular, can learn Quranic Arabic and study Islam in an environment that encourages learning.
- **Resource Centre** where all Muslims can gain access to resources such as a library, cyber café and a mortuary.
- **Dawah Centre** where information can be disseminated to both Muslim and non-Muslim;
- **Spacious prayer and community hall** where large congregational prayers and Islamic cultural and community events can be held.

The new Mosque under construction since 2005 is now almost 90% complete. The bulk of the present income derived from donations and fundraising events are expended towards the construction of the mosque. To date a total of almost £2 million has been spent on this project.

Completed work 2021-2022

Due to the Covid-19 pandemic, only minor work took place on the new Mosque project.

- Electrical wiring work on the first floor
- Roof Joyce beams on the roof of the Madrasah classrooms
- Madrasah classrooms double glazed windows installed
- Door frames fitted on the Madrasah classrooms
- Stairs fitted leading to roof of the Madrasah classrooms
- White stair rails installed on front and back
- Shoe rack fitted
- Itekaf rails fitted

The images below illustrate the progress on the new Mosque in the reporting year.



The image above shows the ceiling which was constructed for the Madrasah classrooms.



This image shows two of the double glazed windows which were fitted in the Madrasah classrooms.



The image shows the door frames which were fitted in all of the Madrasah classrooms.



This image shows the stair rails which were installed to the 2nd floor of the Mosque.



The image shows the Itekaf cubicle curtain tracks which were installed in the main prayer hall of the Mosque.



The image shows the shoe racks which were installed for the worshipers and Madrasah children to use.

Current committed work underway:

- Plastering in the Madrasah classrooms, whudu khana and toilets

Outstanding Work

Complete first floor, all internal mechanical and electrical work, plaster, suspended ceilings, lighting, fittings, fixtures and decorations.

ANNUAL ACCOUNTS 2021 – 2022

INCOME

MEMBERSHIP FEES	£36, 900.00
FRIDAY COLLECTION & DONATIONS	£34, 688.00
ALL OTHER DONATIONS	£11, 389.01
MONEY BOX	£9, 099.00
DIRECT DEBIT – M/FEES & DONATIONS	£10, 091.62
SHABE – QADR COLLECTIONS	£1, 200.00
EIDUL FITR & EID UL ADHA	£2, 985.00
QARZ-E-HASANA	£6, 000.00
£1K CHADA	£1, 000.00
FURLOUGH GRANT	£1, 466.81
DONATION BY CLLR SHAH HUSSAIN	£2, 784.00
NIKAH FEES	£750.00
ELECTRIC BILL REFUND	£2, 657.28
TOTAL INCOME	£121, 010.72
PREVIOUS BALANCE	£168, 825.92
GRAND TOTAL	£289, 836.64
TOTAL EXPENSES	£134, 289.55
BALANCE AS OF 31 MARCH 2022	£155, 547.09

ANNUAL ACCOUNTS 2021 – 2022

EXPENDITURE

ELECTRIC BILL	£5, 007.68
KARZ-E-HASANA PAID	£14, 000.00
CLASSROOM WINDOWS	£7, 000.00
WORK BY WAYNE CLASSROOM LABOUR	£12, 000.00
MATERIALS BY WAYNE	£11, 896.00
STEEL SHOE RACKS	£2, 305.49
MOSQUE BUILDING INSURANCE	£2, 478.26
ELECTRICIAN WORK ON 1 ST FLOOR	£7, 000.00
COURTYARD BLOCK PAVING (LABOUR & MATERIALS)	£5, 878.73
LANCASHIRE COUNTY COUNCIL (FOOTPATH)	£1, 701.00
CLASSROOM DOORS	£1, 500.00
ACCOUNTANT	£1, 050.00
3 TV SCREENS FOR SALAAH TIMETABLE	£1, 026.00
STARTING COST & BOOKS FOR MADRASAH	£1, 014.09
PAINT ON STEEL PILLARS & LABOUR	£565.00
SKIP HIRE	£400.00
IFTAR FOR SHAYKH & MUFTI MUNTAKIM	£300.00
WATER RATE	£309.53
RADIOS	£1, 170.00
MATS FOR SHOE ROOM	£610.00
SALAAH TIMETABLE PROGRAM	£250.00
RAMADAN TIMETABLE (PRINT)	£234.00
LANCASHIRE COUNCIL OF MOSQUES MEMBERSHIP FEES	£200.00
COOKER FOR KITCHEN	£285.00
S.D FABRICATION (ALL IRON RAILS)	£17,820.00
FIRE SERVICE	£95.22
ITEKAF RAIL & CURTAINS (BILAL)	£2, 500.00
IMAM SALARY	£18, 320.00
CARETAKER SALARY	£4, 900.00
FRONT STEPS ANGLE BEAD	£1, 470.00
GAS BILL	£4, 570. 18
OLD MOSQUE GAS BILL	£358.37
RAHEL KHAN (OLDHAM) WOOD WORK	£6, 000.00
OFCOM ARIEL LICENCE	£75.00
TOTAL EXPENDITURE	£134, 289.55

Statement of Trustees' responsibilities:

The law applicable to Charities in England and Wales requires and trustees are responsible to prepare for preparing a financial statement and annual report each 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 the financial statement the trustees are required to:

- Select suitable accounting policies and apply them consistently whilst observing the method and principles in the Charities SORP.
- Make judgement and estimates that are reasonable and prudent, state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 1993 and the trust's constitution.

They are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

Alhajj Abdur Rouf
Chairman

11/12/2022

Alhajj Abdul Malik
Secretary

11/12/2022

Alhajj Jaifor Ali
Treasurer

11/12/2022



Section A

Independent Examiner's Report

Report to the
trustees/ members
of

Charity Name

Shah Jalal Masjid & Burnley Islamic Cultural Centre

On accounts for the year
ended

2022

Charity no
(if any)

1142360

Set out on pages

14-15

(remember to include the page numbers of additional sheets)

Responsibilities
and basis of
report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **30 / 04 / 2022**.

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not 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 no concerns and 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.

* Please delete the words in the brackets if they do not apply.

Signed:

Date:

17/01/2023

Name:

Imran Mohammed

Relevant professional
qualification(s) or body
(if any):

ICAEW

Address:

82 Armstrong Street, Gateshead, NE8 4XS

Section B**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.