

Company registration number: 08098742

Charity registration number: 1148223

# Manarat Foundation

(A company limited by share capital)

Annual Report and Financial Statements

for the Year Ended 31 March 2021

## **Manarat Foundation**

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## **Manarat Foundation**

### **Trustees' and Directors' Report**

The trustees, who are directors for the purposes of company law, present their strategic report for the year ended 31 March 2020, in compliance with s414C of the Companies Act 2006.

#### **Achievements and performance**

Manarat Foundation (Manarat) is a charity working very hard to serve the needs of the Muslim population of Birmingham and Solihull. Manarat is working towards building a purpose-built centre in order to fulfil its objectives with greater efficacy. This project has previously been estimated at a cost of £1 million, and with the hard work of the trustees and volunteers, significant progress has been made over the years towards its completion. However this year, due to Covid-19, there has been no progress made.

Manarat, in a short space of time, has achieved the following:

#### **Manarat Foundation Complex maintenance, development and expansion**

Manarat continued services from its 155 New Coventry road premise, bought in 2016. The ongoing renovation work has seen the completion of a multi-purpose room towards the front of the building. The large prayer hall for male users, wudu areas, and a community room for female users have all been maintained to a good level. Throughout, with the exception of the front entrance and wudu areas, an attractive carpet imported from Turkey has been laid for the comfort of all users. The front hall and the Trustees Office renovation is completed. Also, the front and rear car park are equipped with new sensor operated lighting. All services are being delivered from this premise.

Due to the Covid-19 lockdown works planned for the future which included providing kitchen facilities have been delayed, but the room which can have other additional uses, such as conference or community use was completed, as well as completing the works to the trustees office space. This also affected work planned to protect the building complex with high quality fencing and remote control operated car park gate (estimated to cost around £30,000).

#### **Purchase of the adjacent land for use as additional parking**

While Manarat encourages sustainable transport (bus, walking, cycling) the provision of parking facilities is nevertheless crucial for its users (as is the case for any mosque or other community/religious institution). Parking provision consists of two areas of parking - one at the front and a larger car park to the rear of the building. While, approximately 100 cars can be accommodated, demand at peak times (especially during Friday prayers) exceeds this provision. The larger parking area at the rear was secured through the purchase of the adjacent yard at a cost of £150,000. This has now been paid fully and the land is in complete ownership of Manarat.

#### **Facilities and Regular Services**

Manarat is focused on providing outstanding services to the community that it serves, and continues to provide a broad and inclusive programme of services, activities and events.

Due to Covid-19 restrictions these have been severely disrupted this year. With the imposition of lockdown in March, all services and activities were suspended in March. When the restrictions were eased from the 1st of July, these services, in some cases, resumed in accordance with the prevailing guidance and legal requirements at the time.

Ahead of the re-opening in July, Manarat worked with other faith organisations to ensure that the procedures developed to ensure a safe and compliant environment shared common features/approaches. Practical steps taken included: visible signage across the site; controlled entrance onto the site; registration of all individuals coming on site; marked spaces at 1.5m inside for social distance purposes; reducing the amount of time individuals spent inside the building to only offering fardh prayers, ensuring windows/doors remained open for ventilation and pre-booking (via Eventbrite) place for attending Jumu'ah prayers.

NOTE: Reference throughout the report to services being delivered needs to be read as those services being delivered once they were legally allowed to take place following the easing of Covid-19 restrictions.



These include:

#### 1. Five Time Salaah

The Masjid facilitates the five daily salaah prayers for the local community. The congregational prayers are led by qualified Imams who have graduated from the world famous 'Al-Azhar' university (Egypt) as well as other qualified Imams. Attendance, drawing from a wide geographical area because of our location, is good for each prayer. Manarat also provides opportunities for its students and other home-grown imams to lead prayers.

#### 2. Jumu'ah (Friday Prayers)

Friday (Jumu'ah) congregational prayers were offered at three separate times - led by Manarat's qualified imams, to ensure social distancing as well as accommodating demand. Manarat's location means that these key prayers draw attendees from a wider area, including individuals employed at Birmingham Airport, NEC, Land Rover and from further afield.

#### 3. Eid Prayers

Eid prayers for Eid-ul-Fitr did not take place due to lockdown, but for Eid-ul-Adhah five separate times on the morning of the day of Eid were organised to meet demand. Whilst, these prayers have been an all family occasion and extra effort is made to facilitate women and children, for this year, we were unable to do so, and attendance was limited to males and children.

#### 4. Services in the month of Ramadan

While a number of additional services are provided during the month of Ramadan, these were suspended this year. However, a daily recitation of the Quran took place, which individuals were able to view through Zoom or Facebook live. Services, delivered normally, but suspended this year included:

##### 4.1 Taraweeh

During the month of Ramadhan Manarat facilitates Taraweeh prayers on a daily basis, however it was not possible to hold these this year because of lockdown. The prayers are usually offered at the time of Isha and are led by prominent Huffaaz. The recitation of the Qur'an is completed on the night of 29th Ramadan. Attendance, although varying throughout the month, has a regular congregation of approximately 400 people. Water bottles are provided daily to worshippers throughout the month.

##### 4.2 Iftar Service

According to Hadeeth having Iftaar and feeding the fasting person are considered as very noble acts. The Messenger of Allah (salallaahu 'alaihiwasallam) said, "Whoever feeds a fasting person will have a reward like that of the fasting person, without any reduction in his reward." (Ahmad and Al-Nasai. Also verified by Al-Albani as sahih)

Manarat Foundation arranges Iftaar facilities for 50-60 people daily and occasionally up to 200 people. A group of dedicated volunteers help to deliver this service, but because of lockdown, it was not possible to do so this year.

##### 4.3 Suhur Service

This year there was no Suhur because of Covid lockdown. In previous years, it was provided only on the night of the 27th of Ramadan.

##### 4.4 I'tikaf

Manarat Foundation provides I'tikaf facilities for local Muslims during the last 10 days of Ramadan. This allows people to stay in the masjid overnight and to dedicate themselves to personal prayer and recitation of the Qur'an. This year I'tikaf was suspended and nobody was able to do this activity.

##### 4.5 Ramadan Bulletin

This year we did not publish the Ramadan Bulletin, which we normally do and which contains information about Ramadan and other related articles. This seeks to give our local community additional information to make their month of fasting more beneficial/spiritual for them.

#### 5. Azan Radio Scanner - reminder of Salah times

The azaan functions as an audible reminder for the community of the time of each prayer. This is especially important given that the call for prayer is unable to be broadcast more openly. A live radio transmission (through a radio scanner) of the Azaan (call to prayer) and congregational prayers is delivered for each of the five daily prayers. The radio transmissions also allow for other programmes and events to be broadcast to the community. During Covid-19 lockdown, this became a much more valued and important channel to keep our community informed.



## 6. Training and Tarbiyah

### 6.1 Hajj and Umrah Training

For Muslims intending to go for Hajj and 'Umrah pilgrimage Manarat provides annual Hajj and Umrah training. Manarat's team of scholars ensures this training is provided to a high level and many members of the community have taken up this valuable service to their benefit. However, this was not delivered this year.

### 7. Community Services

During lockdown, services, unless they could be delivered online, were suspended, and only resumed on site once restrictions were eased and lifted.

#### 7.1 Event Facility

Manarat provides facilities for holding small functions such as 'Aqeeqah, walimah and community gathering. As the only Islamic and community centre within the area, this is greatly received by the local Muslim community.

#### 7.2 Islamic Marriage Solemnization

Manarat provides Imams to solemnize the Islamic marriage (Nikah) as it is obligatory for Muslims. Manarat also provides a facility to help couples find the right partner for themselves or for family/parents to find a suitable partner for their children.

#### 7.3 Counselling

Manarat offers counselling services to the local Muslim community. Advice is available on matters including on marriage, divorce, mental health and resolving family disputes.

#### 7.4 Events

Manarat Foundation arranged the following events online during the year:

- Fiqh of Ramadhan
- Quran the final divine guidance
- 'Help your mosque' online fundraising activity
- End of Ramadhan - khatam of Quran, and Du'a
- Fiqh of qarabani
- Message of Muharaam
- Seerah programme - In honour of the prophet Muhammad (SAW)
- Prophet Muhammad (SAW) - mercy to the world.
- Lessons from the life of Prophet Issa - international participants (three languages - Urdu, English Bengali)

#### 7.5 Helping the homeless

In December 2019, Manarat Foundation launched a scheme to help our local homeless community. We distributed blankets and hot food to the homeless within the Birmingham area. This year we supported those who were self-isolating as well as vulnerable households. This included providing shopping for those households who were shielding or in self-isolation. Manarat is intending to, once again, provide this service in winter 2021.

#### 7.6 Sisters' circle

The circle is run by the sisters in Bangali language. Activities were suspended onsite, with delivery taking place online. In previous years activities were held monthly and included: Eid reunion parties; hajj training and regular tarbiyyah programmes such as darsul Qur'an, darsul Hadith, and discussion on seerah, biography of the sahabah, ummahatul m'umineen and some other core topics of Islam.

We recommend to have another sister circle in English and also youth circle/ activities for girls.

## 8. Da'wah and Public Relation Activities

### 8.1 Food sharing with the Non-Muslim neighbours

Manarat has undertaken many initiatives in previous years, however this year we have been unable to do so because of Covid-19 restrictions. To continue fostering good relations with our non-Muslim neighbours in addition to raising awareness of Islam and Muslims as well as addressing any concerns from the wider non-Muslim community. We have opened invitations to the wider community to attend programmes and events that we deliver, as well as ensuring the sharing of foods during festivals and celebratory occasions.

## **Manarat Foundation**

### **Trustees' and Directors' Report**

#### **Educational Services**

##### **1. Educational service for children**

Muslim parents usually rely on Islamic centres and mosques to provide supplementary Islamic education. A core service that Manarat has provided since its establishment is the provision of this Islamic education for the children of the local Muslim community. Manarat, at the current time, is providing evening and weekend Madrasah (education) to fulfil this important and much valued need.

The prime goal of Manarat evening and weekend Madrasah is to provide a high quality of Islamic education to our next generation. Having a thorough understanding and religious grounding will enable our children to be active and responsible British Citizens whilst maintaining their Islamic faith. Senior leaders have ensured that Safeguarding, Health & Safety and first aid qualified teachers are part of the teaching staff. In order to achieve its educational goals, Manarat has developed a well-structured syllabus and curriculum, which is taught by a highly educated child friendly team. All teaching staff are DBS checked and qualified female teachers deliver the lessons for the girl's classes. Assemblies are held monthly, and students have also taken part in inter-Madrasah Islamic competitions. Services delivered for children have included the following:

##### **a. Weekdays Evening and Weekend Madrasah**

Evening and Weekend class were suspended due to Covid-19, but the normal timetable for these are:

Evening Session 1 5:00pm - 6:30pm

Evening Session 2 6:30pm - 8:00pm

Weekend (Saturday & Sunday) Madrasah 11:30am - 1:30pm

Students enrolled in the Madrasah receive instructions in reading and reciting of the holy Qur'an and basic Islamic studies, which include:

- Qur'an recitation with Tajweed
- Hifzul Qur'an (selected Suras and verses)
- Selected Hadith (memorisation with meaning)
- Seerah of the Prophet (PBUH)
- Basic Aqaid
- Masnoon du'aas (with meaning)
- Daily Fiqh (Islamic Jurisprudence)

##### **b. Hifzul Qur'an Madrasah**

To be a Hafiz is a great honour for both parents and children. Our Hifz ul Quran Madrasah runs classes uniquely from Monday to Thursday (5-8pm).

##### **c. Extracurricular and other Activities**

A much-reduced number of events were organised virtually to coincide with key dates in the Islamic year. These included:

- An online Seerah speech competition
- Online essay writing
- A Qiraat competition
- Online assembly/award giving ceremony - parents and students were able to collect their prize/award from the office.

##### **d. Summer Islamic School**

This year we were unable to offer a summer school for children, even though the premises were open to the public by the time schools broke up for the summer holidays.

##### **2. Educational services for adults**

##### **a. Tafseerul Qur'an**



Understanding the message of the Qur'an is obligatory on every single Muslim. However, not every single Muslim's is able to go through it with an academic approach. Recognising this, Manarat's scholars have dedicated time to provide Tafseer (interpretation) every Sunday after Zuhr Salah in English. Unfortunately, because of lockdown and then subsequently to ensure the safety of everyone once the premises were re-opened to the public, this service was not offered.

#### b. Darsul Hadeeth

To understand the Qur'an's message, it is equally important to understand the hadith and Sunnah of the prophet (SAW). Darsul Hadeeth in English is another important program that has been regularly delivered by our scholars every Saturday after Zuhr Salah. This year the program was suspended.

#### c. Seerah programme

Seerah connects us with the final messenger. To understand Islam, it is vital to know the main character who demonstrated the law of ALLAH for mankind. One of the objectives of Manarat is to provide quality education to all its local community. Considering this objective Manarat started the Seerah talk programme to deliver a series of talks and lectures in order to educate people. In March 2020, two live sessions took place on site ahead of Covid-19 restrictions forcing the suspension of remainder of the programme. It is intended to resume the programme soon inshallah. The talk was conducted by Shaikh Shahidullah Azhari.

#### d. Tajweed Course (Male and Female)

Reading Qur'an with Tajweed is very important for every single Muslim. Manarat provides tajweed courses free of cost for both male and female members of the community. Reading the Quran correctly is one of the most important knowledge every Muslim should acquire, without which our daily prayers will not be perfect. Manarat Foundation takes fulfilling this religious obligation very seriously and these were delivered online whilst the premises remained closed.

##### i. Male Adult Tajweed class

Manarat provided sessions for males to take Tajweed classes either on the weekdays and weekends. The lessons are structured to cater for the individual (from the basic learning of the Arabic alphabet to enabling them to read the Qur'an correctly with Tajweed). Alhamdulillah attendance at both classes was high and around 15 attendees benefited immensely from being able to recite Qur'an correctly.

##### ii. Female Tajweed & Qur'an class

The Tajweed class for females runs every Wednesday from 10am to 11am. The lessons cover the correct articulation of the letters, learning the Qaidah with Tajweed in order to beautify the recitation of the Qur'an. They also practice small Surahs of the Qur'an and the necessary daily duas. Basic fiqh of Ibadah such as wudu, ghusl, tayammum, prayers etc were also taught. Overall, the class enhances the religious education and understanding of Muslim females.

#### e. Arabic Language for Male Adults

This was cancelled due to the Covid-19 restrictions

#### f. Tarbiyah night

This year we were unable to hold this event because of lockdown.

#### g. Karate class for young people

No classes were able to be delivered because of the Covid19 restrictions

#### h. Future education plans

In order to enhance the services that Manarat provides, following an evaluation of our local community's need, Manarat has identified the need for provision of:

- Arabic Language for children
- Structured Fiqh classes for Adults
- Basic Islamic teaching for new Muslims
- Weekend Nursery for 4-6 year old children
- Alim course for boys and girls (Evening and weekend)
- Alamiyah classes for adults



## **Manarat Foundation**

### **Trustees' and Directors' Report**

#### **Progress on Renovation works and plans for future periods**

##### **Aims and key objectives for future periods**

We aim to keep on building on our achievements, both in the physical development of the Masjid, as well as the services that are on offer. However, with the uncertainty that is facing us, as an institution and the global human population, with the onset of Covid-19, we will necessitate that we keep our service and plans under review, and respond appropriately.

##### **Building renovation**

Since the previous year's report work on renovating the entrance and beautifying the outside appearance of the building has been ongoing.

Work on the office space is complete, and new heating has been installed in the front conference room. Work to make the room fit for purpose are complete and the room has been used in creating additional prayer capacity in order to allow for social distancing. room, is equipped with all the necessary technology and equipment. The Planning and Development Committee has overseen this work.

With the onset of lockdown and then only being able to operate reduced core services, much of the planned renovation works was put on hold.

Work to improve the visual appearance of the building from the outside, as well as the front car-park is also being planned to be undertaken, within initial work having been completed such as new windows and clearing of weeds from the front car park.

In the coming year Manarat will focus on raising funds to make all its projects debt free and pay off all Qard e Hassanah (loan). Work to tarmac the car park is planned as well as buying the adjacent property to increase the provision of on-site parking.

##### **Extension of the building**

Since moving into the building, we have been blessed with an ever-increasing number of attendees - we currently facilitate two jumu'ahs to meet demand. While this is indicative of the need for the masjid and the services it currently provides, it is important that we consider the future needs of our growing community. The trustees have initially agreed to consider a plan of building a double- storied extension at the rear of the existing building. The architect has been instructed to propose a plan and also the prospective funders are being consulted.

##### **Additional on-site parking**

With the blessing of Allah (SWT) and the sincere efforts of the trustees and community members Manarat purchased the land adjacent to the rear of the premises for use as additional car-parking. The purchase of this land means that we have doubled our onsite car-parking provision and more people attending Manarat have parked their car onsite. We will continue to keep under consideration the potential to purchase more adjacent land, should it become available on the market.

##### **Securing the Masjid Premises**

Following the horrific attack on the worshippers inside Masjid E Noor in New Zealand, the need to have our premises secured, especially at the front, has been highlighted. While government announcements to support places of worship through grant applications have been made, the Trustees have assessed that this will not be enough to cover the costs for the level of work that is required. As such, a unanimous decision to raise funds to fully secure the premises by installing security fences and cameras. Alhamdulillah, sufficient funds were donated by the worshippers and quotations have been approved.

##### **Interfaith dialogue and engagement**

Initiating inter faith dialogue and build relation with local churches, more youth educational and extracurricular activities is still an aim that we wish to see realised.



## **Manarat Foundation**

### **Trustees' and Directors' Report**

#### **Objectives and activities**

##### ***Objects and aims***

- 1) To advance education and training, particularly but not exclusively amongst children and young people of school age by the provision of out of school and homework clubs.
  - 2) To advance the Islamic faith including the advancement of religious education and raising awareness of the faith;
  - 3) To prevent or relieve poverty by providing or assisting in the provision of education, training, healthcare projects and all the necessary support designed to enable individuals to generate a sustainable income and be self-sufficient
- To achieve all of the above Manarat Foundation's team is working tirelessly on creating a space where all their objectives can be achieved. Currently more than half of the building project has been completed.

##### ***Objectives, strategies and activities***

Manarat Foundation has the following activities:

- 1) Daily Prayer Facilities.
- 2) Friday Prayer Facilities.
- 3) Eid Prayer facilities, including for women and children.
- 4) During the Holy Month of Ramadhan Iftaar and Taraweeh Prayers are organised.
- 5) Regular Islamic Educational Circles, for men, women and children.

##### ***Public benefit***

The Strategic Report has outlined in length, the many areas in which the Charity is providing a Public Benefit to the community.

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

##### ***Financial review***

During the year the charity raised income of £129k (2020: £204k) and incurred expenses of £110k (2020: £130k).

The charity's loan (Qardhe Hasana) stands at £270,900 (2020: 288,400).

##### ***Policy on reserves***

At year end, the charity's reserves stood at £594k (2019: £520k), of which £224k is restricted (2019: £243k) and £370k is unrestricted (2019: £277k).

The charity holds sufficient reserves in order to meet its immediate needs.

## **Manarat Foundation**

### **Trustees' and Directors' Report**

#### **Going concern**

##### **Covid19 Impact**

During March 2020, the Mosque was closed due to the Govt lockdown. It remained closed until July 2020 when new rules allowed worship with strict social distancing measures. The lockdown had a profound impact on the charity's finances as it was not able to raise funds through its regular weekly Friday collections, events and through the various religious services (i.e. marriage and counselling). The Mosque switched to online fundraising during Ramadan - this did not compensate the lost income opportunities.

During the lockdown, the charity was able to claim the furlough grant for all staff on leave due to the lockdown - this contributed to the 80% of the salary costs. Salaries are around 20% of the total running costs of the Mosque. The Mosque was also able to save some variable costs (i.e. education, hospitality and event related) as well.

Since July 2020, the Mosque has opened in a limited capacity and Friday collections have started, albeit at 50% levels before lockdown. The Mosque is holding small targeted fundraising meetings to raise funds for the build. Other services (i.e. marriage and counselling) have also started to generate income.

The Trustees feel confident that the charity remains a going concern for the following reasons

- It will be able to generate income to contribute to its core running costs
- It will downsize its services (i.e. education) and the associated costs
- It has sufficient reserves to cover its core costs

#### **Structure, governance and management**

##### ***Nature of governing document***

Manarat Foundation is governed by Memorandum and Articles incorporated 8th June 2012 as amended by special resolution(s) dated 13th July 2012 as amended by special resolution registered at Companies' House on 18th July 2012.

##### ***Recruitment and appointment of trustees***

The Charity has four founding members and 2 other Trustees. They decide when the need of a new Trustee arises.

##### ***Induction and training of trustees***

New Trustees are invited when there is a need within the charity, and a suitable candidate with the required skill sets will be invited based on the requirements of the charity.

Background checks and training is also part of the induction process.

##### ***Major risks and management of those risks***

The trustees have assessed the risks the charity faces, and are satisfied with the systems and arrangements in place to manage the risks.



## **Manarat Foundation**

### **Trustees' and Directors' Report**

#### **Organisational structure**

The organisational structure of Manarat is that the council of management decides the running of the project. The election of the council of management takes place as per the constitution of the Manarat. The following positions are determined through election for two years.

1. Chairman
2. Vice chairman
3. Secretary
4. Joint Secretary
5. Treasurer
6. Assistant Treasurer

The current council of management members are:

1. Ustadh Muhammad Saiful Islam (Chairman)
2. Shaykh Mohammad Shahid Ullah (Vice Chairman)
3. Professor K. Kabir Uddin (Secretary)
4. Syed Kashif Ali (Joint Secretary)
5. Maulana Shaykh Belal Hossen (Treasurer)
6. Mohammed Nurul Abedin (Assistant Treasurer)

#### **MF Advisory board:**

1. Dr. M Millat-e-Mustafa, Islamic Relief
2. Dr. Abul Kalam Azad, Editor, Monthly Zaitun, London
3. Mr. Faizur Rahman Choudhury MBE
4. Mr. Abdul Hamid, Msc, MA, Community Leader, Solihull
5. Mr. Imran Salim, Chartered Accountant, Solihull
6. Shaykh Abdur Rahman Madani, Director, TV ONE London
7. Solicitor Tahir Abdullah, Wright Justice Solicitors
8. Alhaji Abdul Malek Parvez, Community Personal
9. Mr. Akram Bonham (Architect)
10. Dr Anwar Khoker
11. Dr MA Khaled

#### **MF Mosque Finance Committee**

1. Shaykh Mohammad Shahid Ullah
2. Mr. Shahidul Islam Mukul
3. Mr. Qamar Abbas
4. Mohammad Umair Yaser
5. Abdul Qawi-Dayal

#### **MF Purchase Committee**

1. Professor K. Kabir Uddin
2. Mr. Ronju Miah

3. Mr. Abid Ahmed
4. Mr. Mohammed Abedin (Koyes)
5. Mr. Haroon Rashid
6. Mohammed Ali Raza

**MF Education Committee**

1. Professor K. Kabir Uddin
2. Sheikh Abdullah Al-Mamun
3. Mr. Alamgir Khondaker
4. Mr. Jamil Ahmed
5. Ustadh Muhammad Umair Yasir

**MF Madrasah SMT**

1. Professor K. Kabir Uddin
2. Ustadh Muhammad Umair Yasir
3. Ustadh Yusuf Zaman
4. Ustadah Naila Parveen
5. Ustadah Bushra Bibi

**MF Complex Project Development Committee**

1. Prof. Kabir Uddin
2. Mr. Akram Bonham
3. Mr. Harun Al- Rashid
4. Mr. Hanif

**MF Event Facility and Parking Management Committee**

1. Muhammad Saiful Islam
2. Mr. Muhammad Arabi
3. Mr. Iqbal Hussain
4. Mr. Abdul Aziz
5. Mr Saiful Anbia
6. Mr Sayed Hassan
7. Mr. Hussain Asghar
8. Mr Salman
9. Mr Nazrul Haq
10. Chowdhury Sohial
11. Ibrahim Jallo
12. Mr Azad Miah
13. Abid Ahmed
14. Iqbal Habib
15. Suleman Sheikh
16. Mohammed Ilyas
17. Nadeem Din



**MF Sisters Committee**

1. Mrs Yeasmin Arafat
2. Mrs Nasrin Akhtar
3. Mrs Umma Salma
4. Mrs Shaheda Parveen
5. Mrs Rukhsana Khan
6. Ustadah Naila Parvin
7. Mrs Rawshanara Begum
8. Sister Sazia
9. Mrs Qamar Abbas
10. Mrs Ruby Shah
11. Mrs Jahida Salam
12. Mrs Rugina Abedin

**Reference and Administrative Details****Trustees**

Mr Kazi Mohammad Belal Hossen, Director  
Mr Khandaker ABM Kabiruddin, Director  
Mr Mohammad Shahidullah, Director  
Mr Muhammad Saiful Islam, Director  
Mr Syed Kashif Ali, Director  
Mr Mohammed Nurul Abedin, Director

**Principal Office**

155 New Coventry Road  
Sheldon  
Birmingham  
West Midlands  
B26 3DX

**Company Registration Number**

08098742

**Charity Registration Number**

1148223

**Independent Examiner**

Nasir Rafiq  
Dua Governance  
123-131 Bradford Street  
Bradford Court  
Birmingham  
B12 0NS

## **Financial instruments**

### ***Objectives and policies***

The charity's activities expose it to a number of financial risks including credit risk, cash flow risk and liquidity risk. The use of financial derivatives is governed by the charity's policies approved by the board of trustees, which provide written principles on the use of financial derivatives to manage these risks. The charity does not use derivative financial instruments for speculative purposes.

### ***Liquidity risk***

In order to maintain liquidity to ensure that sufficient funds are available for ongoing operations and future developments, the charity uses a mixture of long-term and short-term debt finance. Further details regarding liquidity risk can be found in the Statement of accounting policies in the financial statements.

### **Disclosure of information to auditor**

Each trustee has taken steps that they ought to have taken as a trustee in order to make themselves aware of any relevant audit information and to establish that the charity's auditor is aware of that information. The trustees confirm that there is no relevant information that they know of and of which they know the auditor is unaware.

The annual report was approved by the trustees of the charity on 26/12/12 and signed on its behalf by:



.....  
Mr Khandaker ABM Kabiruddin  
Trustee



## **Manarat Foundation**

### **Statement of Trustees' Responsibilities**

The trustees (who are also the directors of Manarat Foundation for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements 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 charitable company will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

## Manarat Foundation

### Independent Examiner's Report to the trustees of Manarat Foundation

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2021 which are set out on pages 18 to 27.

#### Respective responsibilities of trustees and examiner

As the charity's trustees of Manarat Foundation (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of Manarat Foundation are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of Manarat Foundation as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.

.....  
Nasir Rafiq  
ICAEW

Dua Governance  
123-131 Bradford Street  
Bradford Court  
Birmingham  
B12 0NS

Date: 21.12.21



# Manarat Foundation

## Statement of Financial Activities for the Year Ended 31 March 2021 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2021 £
<b>Income and Endowments from:</b>				
Donations and legacies	3	127,106	1,744	128,850
Investment income	4	19	-	19
Total income		127,125	1,744	128,869
<b>Expenditure on:</b>				
Charitable activities	5	(90,883)	(18,831)	(109,714)
Total expenditure		(90,883)	(18,831)	(109,714)
Net income/(expenditure)		36,242	(17,087)	19,155
Net movement in funds		36,242	(17,087)	19,155
<b>Reconciliation of funds</b>				
Total funds brought forward		369,716	224,215	593,931
Total funds carried forward	16	405,958	207,128	613,086
	Note	Unrestricted funds £	Restricted funds £	Total 2020 £
<b>Income and Endowments from:</b>				
Donations and legacies	3	203,703	540	204,243
Investment income	4	19	-	19
Total income		203,722	540	204,262
<b>Expenditure on:</b>				
Charitable activities	5	(110,971)	(18,915)	(129,886)
Total expenditure		(110,971)	(18,915)	(129,886)
Net income/(expenditure)		92,751	(18,375)	74,376
Net movement in funds		92,751	(18,375)	74,376
<b>Reconciliation of funds</b>				
Total funds brought forward		276,965	242,590	519,555
Total funds carried forward	16	369,716	224,215	593,931

All of the charity's activities derive from continuing operations during the above two periods.  
The funds breakdown for 2020 is shown in note 16.

**Manarat Foundation**

**(Registration number: 08098742)  
Balance Sheet as at 31 March 2021**

	Note	2021 £	2020 £
<b>Fixed assets</b>			
Tangible assets	12	861,319	868,369
<b>Current assets</b>			
Cash at bank and in hand	13	103,385	43,180
<b>Creditors: Amounts falling due within one year</b>	14	<u>(301,618)</u>	<u>(317,618)</u>
<b>Net current liabilities</b>		<u>(198,233)</u>	<u>(274,438)</u>
<b>Total assets less current liabilities</b>		663,086	593,931
<b>Creditors: Amounts falling due after more than one year</b>	15	<u>(50,000)</u>	-
<b>Net assets</b>		<u>613,086</u>	<u>593,931</u>
<b>Funds of the charity:</b>			
<b>Restricted income funds</b>			
Restricted funds		207,128	224,215
<b>Unrestricted income funds</b>			
Unrestricted funds		<u>405,958</u>	<u>369,716</u>
<b>Total funds</b>	16	<u>613,086</u>	<u>593,931</u>

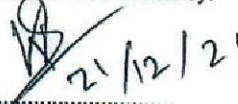
For the financial year ending 31 March 2021 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

**Directors' responsibilities:**

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements on pages 18 to 27 were approved by the trustees, and authorised for issue on 21/12/21 and signed on their behalf by:

  
 .....  
 Mr Khandaker ABM Kabiruddin  
 Trustee



## **Manarat Foundation**

### **Notes to the Financial Statements for the Year Ended 31 March 2021**

#### **1 Charity status**

The charity is limited by share capital, incorporated in .

The principal place of business is:  
155 New Coventry Road  
Sheldon  
Birmingham  
West Midlands  
B26 3DX

#### **2 Accounting policies**

##### **Summary of significant accounting policies and key accounting estimates**

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

##### **Statement of compliance**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

##### **Basis of preparation**

Manarat Foundation meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

##### **Going concern**

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

##### **Exemption from preparing a cash flow statement**

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

##### **Income and endowments**

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

## **Manarat Foundation**

### **Notes to the Financial Statements for the Year Ended 31 March 2021**

#### ***Donations and legacies***

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Legacy gifts are recognised on a case by case basis following the grant of probate when the administrator/executor for the estate has communicated in writing both the amount and settlement date. In the event that the gift is in the form of an asset other than cash or a financial asset traded on a recognised stock exchange, recognition is subject to the value of the gift being reliably measurable with a degree of reasonable accuracy and the title to the asset having been transferred to the charity.

#### ***Grants receivable***

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

#### ***Investment income***

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

#### ***Expenditure***

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

#### ***Charitable activities***

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

#### ***Governance costs***

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees's meetings and reimbursed expenses.

#### ***Government grants***

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

#### ***Taxation***

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.



## **Manarat Foundation**

### **Notes to the Financial Statements for the Year Ended 31 March 2021**

#### **Tangible fixed assets**

Individual fixed assets costing £500.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

#### **Depreciation and amortisation**

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Fixtures & Fitting: 15 years UEL straight line  
Land & Buildings: 50 years UEL straight line

#### **Cash and cash equivalents**

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

#### **Trade creditors**

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

#### **Borrowings**

Interest-bearing borrowings are initially recorded at fair value, net of transaction costs. Interest-bearing borrowings are subsequently carried at amortised cost, with the difference between the proceeds, net of transaction costs, and the amount due on redemption being recognised as a charge to the Statement of Financial Activities over the period of the relevant borrowing.

Interest expense is recognised on the basis of the effective interest method and is included in interest payable and similar charges.

Borrowings are classified as current liabilities unless the charity has an unconditional right to defer settlement of the liability for at least twelve months after the reporting date.

#### **Fund structure**

Unrestricted income funds are general funds that are available for use at the trustees's discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.



# Manarat Foundation

## Notes to the Financial Statements for the Year Ended 31 March 2021

### 3 Income from donations and legacies

	Unrestricted funds		Total 2021	Total 2020
	General £	Restricted funds £	£	£
Donations and legacies;				
Donations to major appeals	-	1,214	1,214	-
Educational Activities	19,440	-	19,440	29,584
Donations from individuals	74,131	-	74,131	154,784
Qurbani & Musalla income	-	530	530	540
Gift aid reclaimed	13,169	-	13,169	19,335
Grants, including capital grants;				
Government grants	20,366	-	20,366	-
	<u>127,106</u>	<u>1,744</u>	<u>128,850</u>	<u>204,243</u>

### 4 Investment income

	Unrestricted funds	Total 2021	Total 2020
	General £	£	£
Interest receivable and similar income;			
Interest receivable on bank deposits	19	19	19

### 5 Expenditure on charitable activities

	2021 £	2020 £
Consultancy	21,152	23,123
Depreciation	18,831	18,915
Rent, Rates & Insurance	14,834	26,689
Salaries	14,476	20,856
Repairs & Maintenance	13,078	9,024
Sundry	12,045	3,131
Cleaning	3,674	3,272
Light & Heat	3,042	11,208
Charitable Donations	2,535	3,207
Office	1,247	2,214
Printing, Postage & Stationery	-	2,847
	<u>104,914</u>	<u>124,486</u>

In addition to the expenditure analysed above, there are also governance costs of £4,800 (2020: £5,400) which relate directly to charitable activities. See Note 6 for further details

# Manarat Foundation

## Notes to the Financial Statements for the Year Ended 31 March 2021

### 6 Analysis of governance and support costs

#### Governance costs

	Unrestricted funds		
	General	Total	Total
	£	2021	2020
		£	£
Independent examiner fees			
Examination of the financial statements	4,000	4,000	2,500
Legal and professional fees	800	800	2,900
	<u>4,800</u>	<u>4,800</u>	<u>5,400</u>

### 7 Net incoming/outgoing resources

Net incoming resources for the year include:

	2021	2020
	£	£
Depreciation of fixed assets	<u>18,831</u>	<u>18,915</u>

### 8 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

### 9 Staff costs

The aggregate payroll costs were as follows:

	2021	2020
	£	£
<b>Staff costs during the year were:</b>		
Wages and salaries	14,142	20,477
Social security costs	334	379
	<u>14,476</u>	<u>20,856</u>

The monthly average number of persons (including senior management team) employed by the charity during the year expressed as full time equivalents was as follows:

	2021	2020
	No	No
Employees	<u>6</u>	<u>5</u>

No employee received emoluments of more than £60,000 during the year.

**Manarat Foundation**

**Notes to the Financial Statements for the Year Ended 31 March 2021**

**10 Independent examiner's remuneration**

	2021 £	2020 £
Examination of the financial statements	4,000	2,500



# Manarat Foundation

## Notes to the Financial Statements for the Year Ended 31 March 2021

### 11 Taxation

The charity is a registered charity and is therefore exempt from taxation.

### 12 Tangible fixed assets

	Land and buildings £	Furniture and equipment £	Total £
<b>Cost</b>			
At 1 April 2020	896,547	35,747	932,294
Additions	8,000	3,780	11,780
At 31 March 2021	904,547	39,527	944,074
<b>Depreciation</b>			
At 1 April 2020	51,568	12,357	63,925
Charge for the year	17,019	1,811	18,830
At 31 March 2021	68,587	14,168	82,755
<b>Net book value</b>			
At 31 March 2021	835,960	25,359	861,319
At 31 March 2020	844,979	23,390	868,369

### 13 Cash and cash equivalents

	2021 £	2020 £
Cash at bank	103,385	43,180

### 14 Creditors: amounts falling due within one year

	2021 £	2020 £
Other creditors	17,218	17,218
Car park loan	9,500	9,500
Qard e Hasanah - community loans	270,900	288,400
Accruals	4,000	2,500
	301,618	317,618

### 15 Creditors: amounts falling due after one year

	2021 £
Bank loans	50,000

**Manarat Foundation**

**Notes to the Financial Statements for the Year Ended 31 March 2021**

**16 Funds**

	Balance at 1 April 2020 £	Incoming resources £	Resources expended £	Balance at 31 March 2021 £
<b>Unrestricted funds</b>				
General	369,716	127,125	(90,883)	405,958
<b>Restricted funds</b>	224,215	1,744	(18,831)	207,128
<b>Total funds</b>	<u>593,931</u>	<u>128,869</u>	<u>(109,714)</u>	<u>613,086</u>

**17 Analysis of net assets between funds**

	<b>Unrestricted funds</b>		<b>Total funds at 31 March 2021</b>
	<b>General £</b>	<b>Other £</b>	<b>£</b>
Tangible fixed assets	654,191	207,128	861,319
Current assets	103,385	-	103,385
Current liabilities	(301,618)	-	(301,618)
Creditors over 1 year	(50,000)	-	(50,000)
<b>Total net assets</b>	<u>405,958</u>	<u>207,128</u>	<u>613,086</u>

	<b>Unrestricted funds</b>		<b>Total funds at 31 March 2020</b>
	<b>General £</b>	<b>Other £</b>	<b>£</b>
Tangible fixed assets	498,533	375,716	874,249
Current assets	43,180	-	43,180
Current liabilities	(317,618)	-	(317,618)
<b>Total net assets</b>	<u>224,095</u>	<u>375,716</u>	<u>599,811</u>