

Charity registration number  
1157196

**Clayhall Community Centre**

Report and Accounts

30 April 2022

## Clayhall Community Centre

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## **Clayhall Community Centre Charity Information**

### **Trustees**

Muhammad Irfan Sheikh  
Farook Oomerjee  
Hassan Ali Mohammed Mesalam  
Muhammad Ahmad Kashif  
Mohammed Khalid

### **Board of Executive Committee**

Chairman	: Muhammad Irfan Sheikh
Joint Charman	: Farook Oomerjee
Joint Secretary	: Hassan Ali Mohammed Mesalam
Secretary	: Muhammad Ahmad Kashif
Treasurer	: Mohammed Khalid

### **Accountants**

Waldenway & Co  
Chartered Certified Accountants  
and registered auditors  
Unit A3  
Gateway Tower  
2 Western Gateway  
E16 1YL

### **Bankers**

HSBC Bank Plc

### **Registered office**

55 Atherton road  
Ilford  
Essex  
IG5 0PQ

### **Registered Charity number**

1157196

## **Clayhall Community Centre**

### **The Report of the Trustees for the year ended 30 April 2022**

This Annual Report for the financial year ending 30 April 2022 is presented by Clayhall Community Centre's Trustees, this Report and Financial statement was prepared in accordance with the Financial Reporting Standards applicable in the UK and the Republic of Ireland (FRS 102) and provisions of the Statement of Recommended Practice (SORP) applicable to Charities.

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

Clayhall Community Centre is a charitable incorporated organisation (CIO) registered (number 1157196) with the Charity Commission.

The board of Trustees consist of five members and they conduct face to face meeting on monthly basis throughout the year. The Chairman continues a process of Board development for new and established trustees.

The decisions are made by trustees and board of executive committee. The founding trustees are permanent members. Any new trustee will be appointed by existing trustees based on their willingness, knowledge and skills.

There must be at least 3 charity trustees. If the number falls below this minimum, the remaining trustee may act to call a meeting of the charity trustees and appoint a new charity trustee.

The maximum number of charity trustees is 8. The charity trustees may not appoint any charity trustee if as a result the number of charity trustees would exceed the maximum.

The day-to-day management of the organisation continues to be with Chairman, Muhammed Irfan Sheikh, who is assisted by our management team comprised of Alam Khan, Sheikh Yousuf Osman and caretaker Yousuf in the delivery of the services to the community.

The trustee Ahmed Kashif has undertaken the management accounting role and Mohammed Khalid to deal with HMRC and annual compliance issues. In addition Dewan Khan, Nabeel Maqsood provided their valuable services dealing with planning application process for the new premises.

#### **RISK MANAGEMENT**

The charity trustees have given consideration to the major risks to which the charity is exposed and satisfied themselves that systems or procedures are established in order to manage those risks. The charity has established and maintains a detailed risk register including, but not limited to: governance, operations, finances, compliance with law and the external financial and political climate. This is reviewed at every Board meeting by the trustees. In addition to this, the charity maintains and regularly reviews a wide range of organisational policies and procedures that address mitigating risk.

#### **THE OBJECTIVES**

The main objectives for charity are:

- To advance religion for the benefit of the public in accordance with the tenets and doctrines of Islam.
- To promote racial and religious harmony for the benefit of the public by promoting knowledge and mutual understanding and respect of the beliefs and practices of different religious faiths.
- To promote the benefit of the inhabitants of Clayhall and the surrounding areas without distinction of sex, sexual orientation, age, disability, nationality, race or of political, religious or other opinions, by associating together the said inhabitants and the statutory authorities, voluntary and other organizations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants.

## Clayhall Community Centre

### The Report of the Trustees for the year ended 30 April 2022

#### FOCUS OF OUR WORK FOR THE PUBLIC BENEFIT

We are running two operations simultaneously i.e., Prayer facility where we offer five prayers a day.

Providing Islamic educational services on weekdays and weekend classes for children from age 5+ following the An-Nasiha Islamic curriculum covering Fiqh (Islamic Jurisprudence), Hadith & Sunnah (Prophetic Sayings & Traditions), Seerah (Prophet's Life), Tarikh (History), Aqa'id (Believe), Akhlaq (Good Manners) & Adab (Etiquettes).

Adult Tawjeed classes are organised once in a week to improve the recitation of Quran.

Weekly sister circles for Hadees understanding are also organised once in a week.

Weekly support class of health and fitness group of women of all backgrounds is held once in a week, led by Qualified professionals.

Elderly social & support network is also organised on weekly basis by the group of volunteers which is attended by the 60+ men and women residing in Clayhall. They are engaged in different discussions and activities, and the response is phenomenal.

The Board of trustees would like to acknowledge the very significant commitment and energy of the Clayhall Community Centre staff team and volunteers in the delivery of our vital services to the community.

#### STRATEGIC APPROACH

Our strategic priorities and objectives are **empowering the Muslim Community with the essential and advance Islamic education & skills.**

Also we are aiming in future to provide additional services in our new premises including provision for sister area, sports/creation & fitness classes, advice & Counseling and Health advisory council.

#### ACHIEVEMENTS

The main achievements of the Charity during this year were to continue successfully with its main activities in the furtherance of its objectives.

In March 2022, charity had successfully acquired a freehold property in Clayhall area with the help and support of residence living in Clayhall area and in general Muslim public at large.

Also, we raised funds from community to support Palestine homeless, flood relief activities in Pakistan and to support Syrian homeless people.

Also we are using different platforms to raise funds like JustGiving, LaunchGood, and creating awareness through social media.

#### FINANCIAL REVIEW

The Board have reviewed the charity's financial position at year end and are satisfied that the charity continues to be in good financial health. It is also noted that the charity's income is increasing year on year and this reflects growth in relation to meeting targets, and priorities identified within the charity's Strategic Plan.

During the year income (Donations) were £966,332 (2021: £100,139) and expenditure were £73,159 (2021: £47,598) resulting in a surplus of £893,173 (2021: £52,541). Furthermore the loans were raised; and together the charity manage to acquire the property in Clayhall area. As at yearend the charity is holding £500K cash balance to support the operational activities.

##### **Restricted funds:**

Restricted funds as at 30 April 2022 are Nil (2021: Nil)

##### **Unrestricted funds:**

Unrestricted funds as at 30 April 2022 are £1,072,589 (2021:£179,416)

## **Clayhall Community Centre**

### **The Report of the Trustees for the year ended 30 April 2022**

#### **RESERVE POLICY**

Minimal reserves are held by the charity other than those represented by restricted funds. Monies are received from the various benefactors. However, a minimum of 2 months (around £10,000) of funds is maintained in the account to ensure working capital requirements are met at all times.

The trustees have considered all relevant factors, on the charity's activities, and have concluded that there is no significant impact on the Organisation. It is therefore considered that the going concern status remains intact and there are no material uncertainties about the charity's ability to continue.

#### **The members of the Board of Trustees of the Charity during the year were:-**

Muhammad Irfan Sheikh (Chairman)  
Farook Oomerjee (Joint chairman)  
Hassan Ali Mohammed Mesalam  
Akhter Patel (Resigned 16.05.2022)  
Muhammad Ahmad Kashif (Appointed 08.09.2022) (Secretary)  
Mohammed Khalid (Treasurer)

#### **Independent Examiner**

##### **Waldenway & Co**

Chartered Certified Accountants  
and registered auditors  
Unit A3  
Gateway Tower  
2 Western Gateway  
E16 1YL

#### **Statement Of Trustee's Responsibilities**

The trustees (who are also the directors of Clayhall Community Centre for the purposes of company law) are responsible for preparing 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 judgments 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.

## Clayhall Community Centre

### The Report of the Trustees for the year ended 30 April 2022

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 Charity SORP . 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.

The annual report was approved by the trustees of the charity on **30/03/2023** and signed on its behalf by:

A handwritten signature in black ink, appearing to read 'Muhammad Ufan Sheikh', with a stylized flourish at the end.

Muhammad Ufan Sheikh

**Trustee**

## **Independent Examiner's Report To the Trustees of Clayhall Community Centre**

I report on the accounts of Clayhall Community Centre for the year ended 30 April 2022, which are set out on pages 7 to 12.

### **Respective responsibilities of Trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 and that an independent examination is needed.

It is my responsibility to:

- (i) examine the accounts under section 145 of the 2011 Act;
- (ii) to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- (iii) to state whether particular matters have come to my attention.

### **Basis of independent examiner's report**

Our 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 charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently we do not express an audit opinion on the view given by the accounts.

### **Independent examiner's statement**

in connection with my examination, no matter has come to my attention:

- (a) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.
  - (i) to keep accounting records in accordance with section 130 of the 2011 Act; and
  - (ii) to prepare accounts which accord with accounting records and comply with the accounting requirements of the 2011 Act;have not been met; or
- (b) No other matter has come to my attention in connection with my examination to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



**Waldenway & Co**  
Chartered Certified Accountants  
and registered auditors  
Unit A3  
Gateway Tower  
2 Western Gateway  
E16 1YL  
Dated: 30/03/2023



Clayhall Community Centre  
Statement of Financial Activities  
for the year ended 30 April 2022

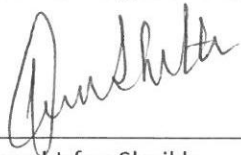
	Notes	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £	Total Funds 2021 £
<b>Incoming resources</b>					
General donation	7	875,844	24,256	900,100	70,789
Gift aid		47,295	-	47,295	4,241
Grants		-	-	-	10,000
Academy fees		18,937	-	18,937	15,109
<b>Total incoming resources</b>		<b>942,076</b>	<b>24,256</b>	<b>966,332</b>	<b>100,139</b>
<b>Resources expended</b>					
	8				
General charity expenses		(30,167)	-	(30,167)	(33,467)
Donations to other charities		(995)	(24,256)	(25,251)	(1,375)
Governance costs		(1,000)	-	(1,000)	(600)
Academy expenses		(16,741)	-	(16,741)	(12,156)
<b>Total resources expended</b>		<b>(48,903)</b>	<b>(24,256)</b>	<b>(73,159)</b>	<b>(47,598)</b>
<b>Net incoming resources</b>		<b>893,173</b>	<b>-</b>	<b>893,173</b>	<b>52,541</b>
<b>Reconciliation of funds</b>					
<b>Total funds brought forward</b>		<b>179,416</b>	<b>-</b>	<b>179,416</b>	<b>126,875</b>
<b>Total funds carried forward</b>		<b>1,072,589</b>	<b>-</b>	<b>1,072,589</b>	<b>179,416</b>

Clayhall Community Centre  
Balance Sheet  
at at 30 April 2022

	Notes	2022 £	2021 £
<b>Fixed assets</b>			
Tangible assets		1,650,000	-
<b>Current assets</b>			
Debtor	4	23,250	3,250
Cash at bank and in hand		525,839	176,766
		<u>549,089</u>	<u>180,016</u>
<b>Creditors: amounts falling due within one year</b>	5	(871,500)	(600)
<b>Net current assets</b>		<u>(322,411)</u>	<u>179,416</u>
<b>Total assets less current liabilities</b>		<u>(322,411)</u>	<u>179,416</u>
<b>Creditors: amounts falling due more than one year</b>	6	(255,000)	-
<b>Net assets</b>		<u><u>1,072,589</u></u>	<u><u>179,416</u></u>
<b>Funds</b>			
Unrestricted		1,072,589	179,416
Restricted		-	-
		<u><u>1,072,589</u></u>	<u><u>179,416</u></u>

The Board of Trustees acknowledge their responsibility for ensuring that organisation keeps proper

The financial statements were approved by the Board of Trustees and Management Committee on 30/03/2023 and signed on their behalf by:



Muhammad Irfan Sheikh  
Trustee



Mohammed Khalid  
Trustee

Clayhall Community Centre  
Notes to the Accounts  
for the year ended 30 April 2022

**1 Accounting policies**

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) and also 'Accounting and Reporting by Charities Act 2011. The financial statements have been prepared under the historical cost convention.

**1.1 Incoming Resources**

All incoming resources are included on the statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Voluntary income is received by way of donations and gifts and is included in full in the statement of Financial Activities when receivable.

**1.2 Resources expended**

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**1.3 Taxation**

The charity is exempt from tax on its charitable activities.

**1.4 Fund accounting**

Unrestricted funds can only be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

**1.5 Cash and cash equivalents**

Cash and cash equivalents includes cash in hand, deposits held at call with banks, other short-term highly liquid investments with original maturities of three months or less and bank overdrafts. Bank overdrafts, when applicable, are shown within borrowings in current liabilities.

**1.6 Trade and other creditors**

Creditors are obligations to pay that have been acquired in the ordinary course of activities from donors. Accounts payable are classified as creditors falling due within one year if payment is due within one year or less (or in the normal operating cycle of the business if longer). If not, they are presented as creditors falling due after one year.

**1.7 Cashflow statement**

An exemption has been taken under the Charities SORP (FRS 102) update bulletin 1.

Clayhall Community Centre  
Notes to the Accounts  
for the year ended 30 April 2022

**1.8 Judgments and key sources of estimation uncertainty**

The preparation of the financial statements requires trustees to make judgments, estimates and assumptions that affect the amounts reported. These estimates and judgments are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

**1.9 Significant judgments**

There have not been any significant judgments (apart from those involving estimations) that trustees have made in the process of applying the entity's accounting policies and that have the most significant effect on the amounts recognised in the financial statements are as follows. Key sources of estimation uncertainty Accounting estimates and assumptions are made concerning the future and, by their nature, will rarely equal the related actual outcome. There has not been any assumptions and other sources of estimation uncertainty that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

**2 Staff cost**

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2022	2021
	£	£
Wages	8,545	-
Casual wages	16,291	11,537
	<u>24,836</u>	<u>11,537</u>

The average full time equivalent employees during the year was 2 (2021:2) during the year.

**3 Tangible fixed assets**

Tangible fixed assets	Land and building	
	2022	2021
	£	£
<b>Cost</b>		
As at 31 March 2022	1,650,000	-

**4 Debtors**

	2022	2021
	£	£
Loan receivables	20,000	
Rent deposit	3,250	3,250
	<u>23,250</u>	<u>3,250</u>

**5 Creditors: amounts falling due within one year**

	2022	2021
	£	£
Accruals	1,000	600
Loans	870,500	-
	<u>871,500</u>	<u>600</u>

Clayhall Community Centre  
Notes to the Accounts  
for the year ended 30 April 2022

6 Creditors: amounts falling due more than one year

	2022	2021
	£	£
Loans	255,000	-
	<u>255,000</u>	<u>-</u>

	Unrestricted Funds 2022	Restricted Funds 2022	Total Funds 2022	Total Funds 2021
	£	£	£	£
<b>7 Incoming Resources</b>				
General donation	875,844	24,256	900,100	70,789
Gift aid	47,295	-	47,295	4,241
Grants	-	-	-	10,000
Academy fees	18,937	-	18,937	15,109
<b>Total incoming resources</b>	<u>942,076</u>	<u>24,256</u>	<u>966,332</u>	<u>100,139</u>

**Restricted donations by activity**

Palestine	18,979
Sadaqah and zakat	5,277
	<u>24,256</u>

8 Resources expended

	Unrestricted Funds 2022	Restricted Funds 2022	Total 2022	Total 2021
	£	£	£	£
<b>General charity expenses</b>				
Bank charges	703	-	703	-
Eid Expenses	897	-	897	-
Light and heat	4,441	-	4,441	747
Other legal and professional	766	-	766	5,923
Rent and rates for leased property	6,895	-	6,895	5,032
Staff cost	8,545	-	8,545	-
Water rates	-	-	-	-
Repairs to property	920	-	920	21,765
Iftari payment	7,000	-	7,000	-
	<u>30,167</u>	<u>-</u>	<u>30,167</u>	<u>33,467</u>

Clayhall Community Centre  
Notes to the Accounts  
for the year ended 30 April 2022

Other support costs	2022 £	2022 £	2022 £	2021 £
Donation to other charity	995	24,256	25,251	1,375
	<u>995</u>	<u>24,256</u>	<u>25,251</u>	<u>1,375</u>
	2022 £	2022 £	2022 £	2021 £
Specific governance costs				
Independent examiner's remuneration	1,000	-	1,000	600
	<u>1,000</u>	<u>-</u>	<u>1,000</u>	<u>600</u>
	2022 £	2022 £	2022 £	2021 £
Academy expenses				
Cleaning	-	-	-	419
Casual wages	16,291	-	16,291	11,537
Stationery and books	450	-	450	-
Insurance	-	-	-	200
	<u>16,741</u>	<u>-</u>	<u>16,741</u>	<u>12,156</u>

**9 Trustees remuneration, expenses & related party transactions**

- No trustees received any remuneration or other benefits from employment with the charity;  
and
- No trustees or other person related to the charity has any personal interest in any contract or transaction entered into
- No Trustees received expenses during the year (2021: Nil)