

DANESHOUSE ISLAMIC EDUCATION CENTRE

TRUSTEES ANNUAL REPORT

1. The Trustees of Daneshouse Islamic Education Centre (DIEC) hereafter called the Centre, present their Annual Report and Financial Statements for the year ended **31st of December 2020**. The Trustees confirm that the report that has been prepared comply with the Charities Act 1993, as amended by Charities Act 2006, the trust deed and the Charities SORP 2005.

2. HISTORY & BACKGROUND / SERVICES :

Daneshouse Islamic Education Centre (DIEC) was established in **12th of June 2014** by the Trustees with the kind cooperation & assistance of the people of the local community in Burnley. The Centre was founded to provide:

- A Place of Worship.
- The 5 times daily congressional prayers.
- The Friday (Jumma) Prayers.
- Ramadan (Fasting) & Eid prayers.
- Ablution (Wadu) facilities.
- Madrassa (Arabic & Bengali) religious teaching classes for children.
- Adult religious teaching classes / Arabic classes.

3. ADMINISTRATIVE INFORMATION:

The administrative & reference information of the Centre are outlined as below:

- Name of Charity – Daneshouse Islamic Education Centre (DIEC)
- Registered Address – 53A Daneshouse Road, Burnley, BB10 1AF
- Charity Registration Number – **1160543**

4. GOVERNING DOCUMENT: (CONSTITUTION)

Daneshouse Islamic Education Centre (DIEC) is constituted as a Charity - under Charity Registration Number **1160543**.

5. ORGANISATIONAL STRUCTURE & MANAGEMENT:

The Charity / Centre's Trustees are responsible for the general control, governance and management of the charity. The trustees volunteer, & give their time freely and receive no remuneration or other financial benefits.

The trustees meet together as a body, at least bi - monthly and are responsible for all decisions taken in relation to running the Centre and the community facilities and the activities provided by the Charity / Centre.

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The Trustees that served as officers during the Year Ending 31st of December 2020 are:

MANAGEMENT STRUCTURE:

Chairman – Mr Muhammed Sher Ali

Secretary – Mr Sadar Uddin

Treasurer – Mr Angur Miah

COMMITTEE MEMBERS:

Sufi Miah

Abdul Hoque

Shomuz Miah

Suruk Miah

Dr Muhammed Alamin

Rokon Choudary

Sujan Miah

Abdul Shahar

Moklis Miah

6. RECRUITMENT & APPOINTMENT OF TRUSTEES:

The existing Trustees are primarily responsible for the recruitment of new trustees to the Management Committee. In doing so, the trustees also seek:

- The views and recommendations of both elders and community leaders.
- The general membership of the Centre.
- Character references from nominated referees.

The Trustees are of the view that this recruitment approach will ensure that new Trustees selected are:

- High calibre individuals that can advance / contribute to the aims and objectives of the Centre.
- Respected members of the faith and local community that relate / sympathetic to the aims and objectives of the Centre.
- Skilful, diligent and knowledgeable in their areas of expertise.
- Willing to engage & participate in the operations of the Charity / Centre.
- Undergo training and familiarise themselves with the activities of the Charity.

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Following the recruitment process, newly selected Trustees are provided with further advice and guidance through an induction programme and only then formal appointment is made in the next Management Committee meeting of the Trustees.

7. RISK ASSESSMENT

The trustees have assessed the risks the Centre faces and have drawn up a Risk Assessment Programme that identifies:

- The major risks by area of activity.
- The nature of those risks.
- The likelihood / potential of the risks occurring.
- The measures taken to manage / mitigate risk.

The Trustees review the risk(s) at their scheduled meetings. The Trustees are satisfied that strict systems are in place, to manage such risks that have been identified. In particular, insurance cover is in place and the finances of the Centre are kept under review.

Furthermore, appropriate Criminal Record Bureau (CRB) checks are carried out, supported by regularly reviewed policies, are made for all those who work (Personnel) with children or other vulnerable groups within Centre.

8. AIMS & OBJECTIVES OF THE CENTRE:

The aims & objectives of the Centre are to:

- TO ADVANCE THE ISLAMIC RELIGION IN BURNLEY FOR THE BENEFIT OF THE PUBLIC.
- HOLD DAILY CONGREGATIONAL PRAYERS, LECTURES, & SEMINARS.
- CELEBRATION OF ISLAMIC FESTIVALS.
- PROVIDE AFTER - SCHOOL HOMEWORK CLASSES FOR PUPILS.
- PRODUCE LITERATURE / PAMFLETS / BOOKLETS / LEAFETS ON ISLAM TO ENLIGHTEN PUBLIC & OTHERS ABOUT THE RELIGION / FAITH.
- PROMOTE / ADVANCE THE RELIGIOUS EDUCATION OF THE PUBLIC IN THE BURNLEY AREA, IN PARTICULAR THE BANGLADESHI AND PAKISTANI COMMUNITIES.
- PROVIDE AND ASSIST IN THE PROVISION OF FACILITIES SUCH AS A LIBRARY, STUDY ROOMS AND INTERNET / COMPUTER ACCESS / CLASSES.
- PROMOTE ARABIC, ENGLISH & BENGALI (MOTHER TONGUE) CLASSES.
- PROVIDE ENGLISH TUITION FOR NUMERACY & LITERACY CLASSES FOR BOTH CHILDREN & ADULTS (MEN & WOMEN)
- PROMOTE ADULT LITERACY & ORGANISE ENGLISH TUITION / CLASSES.
- PROVIDE JANAZA (ISLAMIC FUNERAL FACILITIES / SERVICES).

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9. ACCOUNTS OF THE CENTRE

The accounts prepared for the Charity (Centre) are fully SORP compliant and include a Statement of Income & Expenditure with Balance Sheet and Notes to the Accounts. The Financial Statements (Accounts) distinguishes between Restricted & Unrestricted Funds and highlights both the income and expenditure incurred during the year, in particular the following:

- Sources of funds.
- Details of expenditure.

10. RESERVE POLICY:

The Trustees have reviewed the reserves of the Centre and confirm as a Policy that the minimum reserves that are required to be held on account are broadly:

- (1) To sustain the activity of the Centre on a day to day basis.
- (2) To promote / advance the aims and objectives of the Centre.
- (3) To purchase the freehold interest of the property that the Centre operate from.

11. INVESTMENT POLICY:

The Centre has no long term investment policy. The cash reserve / funds are held in Barclays Bank PLC.

12. THE IMPACT OF COVID 19

The Year ending at **31st of December 2020** can be considered as a challenging year for the Centre / Charity. The COVID 19 Pandemic severely impacted the operations of the Charity. The overall income of the Charity had reduced by 50% from the previous year.

Despite the reduced income – The Trustees devoted their best endeavours to continue the activities of the Charity, whilst – simultaneously maintaining the utmost measures to public health and safety to include the following:

- Prayer Halls – Marked with lines to maintain social distancing by 2m.
- Hand wash / Disinfectant provided for cleansing.
- Protection / face masks provided to worshipers / users.
- Temperature recorded for all users & students.
- Shoe racks provided to secure storage.

DANESHOUSE ISLAMIC EDUCATION CENTRE

PHOTO BELOW SHOWING PRAYER HALL: (LOWER / 2ND PRAYER HALL)



PHOTO BELOW SHOWING PRAYER HALL: (MAIN PRAYER HALL)



DANESHOUSE ISLAMIC EDUCATION CENTRE

**PHOTO BELOW SHOWING TEMPERATURE RECORDING EQUIPMENT AND
DISINFECTANT & CLEANSING SOLUTIONS**



**PHOTO BELOW SHOWING TEMPERATURE RECORDING EQUIPMENT AND
FACE MASKS & CLEANSING SOLUTIONS**



DANESHOUSE ISLAMIC EDUCATION CENTRE

PHOTO BELOW SHOWING TEMPERATURE RECORDING EQUIPMENT:



PHOTO BELOW SHOWING (SOCIAL DISTANCING / 2M):



DANESHOUSE ISLAMIC EDUCATION CENTRE

The Trustees also express their gratitude to the users, & worshipers for their patience during the COVID 19 Pandemic period.

13. STATEMENT OF TRUSTEES:

The Trustees are responsible for the preparing of the Annual Report and Financial Statement of the Charity in accordance with applicable law & United Kingdom Applicable Standards (United Kingdom Generally Accepted Accounting Standards).

The law applicable to charities in England & Wales requires the Charity Trustees to prepare Financial Statements for each year which gives a true and fair view of the state of affairs of the income and expenses and application of resources of the charity for that period.

In preparing the Financial Statements, the Trustees are required to:

- Select accounting policies and then apply them consistently.
- Observe the methods of principles of SORP
- Make judgements & estimates that are reasonable and prudent.
- Prepare the Financial Statements on the going concern basis.

The Trustees are responsible for keeping proper accounting records and disclose with reasonable accuracy at any time of the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act of 1993, the Charities (Accounts & Reports) Regulations 2008 and the provisions of the trust deed. The Trustees are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention & detection of fraud and other irregularities.

The Trustees for the purpose of charity law that served as officers during the Year Ending 31st of December 2020, set out on page 1 to 4 hereby approve the Financial Statement that has been prepared.

Approved by the Board of Trustees and Signed on behalf by:

Signed.....

Mr Sadar Uddin

SECRETARY

Daneshouse Islamic Education Centre (DIEC)
53 – 53A Daneshouse Road
Burnley
Lancashire
BB10 1AF

Date – 25th of December 2022.

FINANCIAL STATEMENTS:

FOR

**DANESHUSE ISLAMIC EDUCATION CENTRE
[DIEC]**

CHARITY REGISTRATION NUMBER - 1160543

FOR THE PERIOD 01/01/2020 – 31/12/2020

M K UDDIN & CO:

FINANCIAL ACCOUNTANTS

699 WHITWORTH ROAD

ROCHDALE

LANCASHIRE

OL12 0TF

DANESHUSE ISLAMIC EDUCATION CENTRE

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DANESHUSE ISLAMIC EDUCATION CENTRE
DIEC

GENERAL INFORMATION:

PREPARED BY:

M K UDDIN & CO:

FINANCIAL ACCOUNTANTS

699 WHITWORTH ROAD

ROCHDALE

OL12 0TF

REGISTERED OFFICE:

53 – 53A DANESHUSE ROAD

BURNLEY

LANCASHIRE

BB10 1AF

CHARITY REG NO:

1160543

DATE PREPARED:

25TH OF DECEMBER 2022

DANESHUSE ISLAMIC EDUCATION CENTRE

INCOME AND EXPENDITURE ACCOUNT FOR THE PERIOD

1ST OF JANUARY 2020 TO 31ST OF DECEMBER 2020:

<u>INCOME:</u>	<u>NOTE</u>	<u>UNRESTRICTED</u>	<u>RESTRICTED</u>	<u>TOTAL</u>
		<u>FUNDS</u>	<u>FUNDS</u>	<u>FUNDS</u>
		<u>£</u>	<u>£</u>	<u>£</u>
INDIVIDUAL DONATIONS	1	-	4746.70	4746.70
GENERAL DONATIONS	2	500.00	-	500.00
JUMMA COLLECTIONS:	3	5720.00	-	5720.00
MISC. COLLECTIONS	4	935.49	-	935.49
SUBSCRIPTIONS	5	3900.00	-	3900.00
GIFT AID CLAIM		-	-	-
<u>TOTAL INCOME:</u>		<u>11055.49</u>	<u>4746.70</u>	<u>15802.19</u>
<u>EXPENDITURE:</u>				
CONSULTANT FEES:		13032.00	-	14100.00
NNDR (BUSINESS RATES)		1753.16	-	1287.72
TELEPHONE		572.77	-	572.77
HEAT & LIGHT		5559.50	-	5896.48
LOAN REPAYMENT		-	-	-
WATER CHARGES		547.30	-	1150.43
MISC. EXPENSES		37.09	-	-
BUILDINGS INSURANCE		1108.48	-	907.29
PROFESSIONAL FEES		-	-	-
TRAVEL & SUBSISTANCE		0.00	-	158.08
VOLUNTEER FEES		2535.00	-	6010.00
EQUIPMENT		-	-	-
REPAIRS & RENEWALS		0.00	-	1000.00
ACCOUNTANCY FEES:		<u>500.00</u>	-	<u>500.00</u>
<u>TOTAL EXPENDITURE:</u>		<u>25645.30</u>	<u>0.00</u>	<u>25645.30</u>
<u>NET MOVEMENT:</u>		<u>-14589.81</u>	<u>4746.70</u>	<u>-9843.11</u>
<u>BAL B/F: (2019)</u>		<u>8883.41</u>	<u>4746.70</u>	<u>-959.70</u>

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NOTES BALANCE SHEET AS AT 31.12.2020.

<u>INTANGIBLE ASSETS:</u>		<u>COST:</u>	<u>DEPR</u>	<u>NBV</u>
		<u>£</u>	<u>£</u>	<u>£</u>
LEASE & GOODWILL		15700.00	0.00	15700.00
<u>TANGIBLE ASSETS:</u>				
PROPERTY	6	200000.00	0.00	200000.00
FIXTURES & FITTINGS		3067.09	460.06	2607.03
ADDITIONS		<u>0.00</u>	<u>0.00</u>	0.00
<u>TOTAL FIXED ASSETS:</u>		<u>218767.09</u>	<u>460.06</u>	<u>218307.03</u>
<u>CURRENT ASSETS:</u>				
PRE-PAYMENTS		0.00		
CASH IN HAND		0.00		
CASH AT BANK		<u>347.78</u>		
			<u>347.78</u>	
<u>CURRENT LIABILITIES:</u>				
ACCRUALS		348.64		
CREDITORS		<u>500.00</u>		
			<u>848.64</u>	
<u>WORKING CAPITAL:</u>				-500.86
LOAN ACCOUNT:	7			-148945.85
<u>TOTAL CURRENT ASSETS:</u>				<u>68860.32</u>
<u>FINANCED BY:</u>	8			
EXCESS OF INCOME / EXPENDITURE: (B/F:)			-959.70	
BALANCE B/F: (2019)			69820.02	
RE-VALUATION RESERVE:			<u>0.00</u>	
<u>BALANCE C/F (31.12.2020):</u>				<u>68860.32</u>

NOTES TO THE FINANCIAL STATEMENTS

FOR THE PERIOD 01/01/2020 – 31/12/2020:

Notes: –

(1) Individual Donations - £4 746.70 (Restricted Funds)

(2) General Donations - £500.00 (Unrestricted Funds)

(3) Jumma Collections (Friday Prayers) - £5 720.00 (Unrestricted Funds)

(4) Miscellaneous Collections / Income - £935.49 (Unrestricted Funds)

(5) Subscriptions - £3 900.00 (Unrestricted Funds)

(6) Property –

- **Balance B/F: 1st of January 2019 - £195 000.00.**
- **EOMV [Estimated Open Market Value] - £200 000.00 [1st of January 2020]**
- **Depreciation: - £0.00.**
- **Net Book Value (NBV) - £200 000.00 C/F: 31st of December 2020.**

(7) Loan Account: (Qard – E – Hassana)

- **Balance B/F: £148 945.85 (31.12.2019)**
- **Balance C/F: £148 945.85 (31.12.2020)**

(8) Reserve & Capital Account:

- **Balance Brought Forward (31.12.2019) - £69 820.02**
- **Excess of Income / Expenditure B/F: (31.12.2020) - £959.70**
- **Revaluation Reserve - £000.00**
- **Balance Carried Forward - £68 860.30 (31.12.2020)**

SUPPLEMENTARY NOTES:

<u>TANGIBLE FIXED ASSETS:</u>	<u>COST</u> <u>£</u>	<u>DEPR</u> <u>£</u>	<u>NBV</u> <u>£</u>
FIXTURES & FITTINGS	£3 067.09	£460.06	£2 607.03
ADDITIONS	£00.00	£0.00	£0.00
<u>TOTAL TANGIBLE FIXED ASSETS:</u>	<u>£3 067.09</u>	<u>£460.06</u>	<u>£2 607.03</u>

<u>TANGIBLE FIXED ASSETS:</u>	<u>COST</u> <u>£</u>	<u>DEPR</u> <u>£</u>	<u>NBV</u> <u>£</u>
PROPERTY	£200 000.00	£0.00	£200 000.00
ADDITIONS	£0.00	£0.00	£0.00
<u>TOTAL TANGIBLE FIXED ASSETS:</u>	<u>£200 000.00</u>	<u>£0.00</u>	<u>£200 000.00</u>

<u>INTANGIBLE FIXED ASSETS:</u>	<u>COST</u> <u>£</u>	<u>DEPR</u> <u>£</u>	<u>NBV</u> <u>£</u>
LEASE & GOODWILL	£15 700.00	£0.00	£15 700.00
ADDITIONS	£0.00	£0.00	£0.00
<u>TOTAL INTANGIBLE FIXED ASSETS:</u>	<u>£15 700.00</u>	<u>£0.00</u>	<u>£15 700.00</u>

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEE OF
DANESHUSE ISLAMIC EDUCATION CENTRE (DIEC)**

I report on the accounts of Daneshouse Islamic Education Centre (DIEC) for the year ending **31st of December 2020**, set out on pages 3 to 7.

Respective Responsibilities of the Trustees and the Independent Examiner:

The Trustees are responsible for the preparation of the accounts. The Trustees consider that an audit is not required for this year under Section 144 (2) of the Charities Act 2011 (the Act 2011) and that an Independent Examination is needed.

Having satisfied myself that the charity is not subject to an audit under law and is eligible for Independent Examination, it is my responsibility to:

- Examine the accounts under Section 145 of the 2011 Act.
- Follow the procedure laid down in the General Direction given by the Charity Commission, under Section 145 (5) (b) of the 2011 Act, and.
- State whether any particular matters have come to my attention.

Basis of the Independent Examiner's Report:

My examination was carried out in accordance with the General Direction given by the Charities Commission. An examination includes a review of the accounting records maintained by the charity. It also includes consideration of any unusual disclosures in the accounts 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 no opinion is given as to whether the accounts present a "True and fair view" and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement:

In connection with my examination, no other matters except referred to in the above paragraph has come to my attention:

1. Which gives me reasonable cause to believe that in any material respect, the requirements:
 - To keep accounting records in accordance with Section 41 of the Act and.
 - To prepare accounts - which accord with the accounting records and comply with the accounting requirements of Section 396 of the Companies Act 2006 and with the methods of Principles of Statement of Recommended Practice: Accounting and Reporting of Charities have not been met or
2. To which, in my opinion, attention should be drawn in order to enable proper understanding of the accounts to be reached.

Mohammed K Uddin
M K Uddin & Co
Financial Accountants
699 Whitworth Road
Rochdale
OL12 0TF

Signed 

Mohammed K Uddin
[Independent Examiner]

Date: **25th of December 2022**