



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 01/02/2023

Period start date

To 31/01/2024

Period end date

Charity name: Stevenage Muslim community centre

Charity registration number: 1199880

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	SMCC is a faith Based charity working in Stevenage charity as set out in its governing document to look after various needs of the local Muslim community
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The charity provides praying facilities, funeral services, marriage ceremonies, Islamic education for children and adults and social gatherings to name just a few. It has a pivotal role in organising cultural and social activities for the Muslim community.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	All trustees are aware of and abide by the guidance issued by the Charity Commission on public benefit

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	N/A
		N/A

Other		
-------	--	--

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>The charity has successfully achieved many of its objectives including, Purpose-built premises for daily prayers available to any Muslim who wish to use the facilities seven days a week</p> <p>Additional praying facilities are provided during month of Ramadan and on the festivals of Eid</p> <p>Children's Islamic education classes. Act as a Religious Education (RE) centre for schools throughout the county. The praying facilities and the Community Centre is undergoing development to cater for the needs of growing Muslim community in Stevenage and surrounding towns. SMCC is the sole provider of several community services including Muslim funerals and marriage services.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	N/A
Performance of fundraising activities against objectives set	Para 1.41	N/A
Investment performance against objectives	Para 1.41	N/A
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The charity is solely dependent upon donations from the local Muslim community. Our annual income for the financial year is £205,024 and the expenditure for the year is £202,765.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The charity does not hold reserves
Amount of reserves held	Para 1.22	N/A
Reasons for holding zero reserves	Para 1.22	Big spending on construction.
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	There are no uncertainties.

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	The charity is solely dependent on donations
Investment policy and objectives including any social investment policy adopted	Para 1.46	No investment policy.
A description of the principal risks facing the charity	Para 1.46	No risk facing the charity
Other		N/A

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Written constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Registered Charity
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Elected by members.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Induction of Trustees is conducted by the Chairman of the committee.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	N/A
Relationship with any related parties	Para 1.51	N/A
Other		

Reference and Administrative details

Charity name	Stevenage Muslim community centre
Other name the charity uses	SMCC
Registered charity number	1199880
Charity's principal address	The Sishes, Vardon road Stevenage Hertfordshire. SG1 5PZ

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Dr Sarfraz Awan	Chairman		
2	Prof Shahid Anis Khan	Secretary		
3	Mohamed Slam Khan	Treasurer		
4	Farhad Choudhury			
5	Dr Majid Islam			
6	Dr Imran Abdulkareem			
7	Dr Farrukh Sheikh			
8	Dr Syed Ishrat Ali Zaidi			
9	MUDASSAR AHMED			
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
n/a		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

--

Exemptions from disclosure

Reason for non-disclosure of key personnel details

--

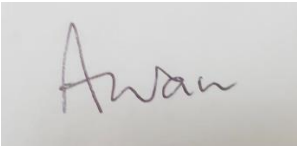
Other optional information

--

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	 Awan	
Full name(s)	Dr Sarfraz Awan	
Position (eg Secretary, Chair, etc)	Chair	
Date	05/11/2024	

STEVENAGE MUSLIM COMMUNITY CENTRE

REGISTERED CHARITY NO. 1199880

ACCOUNTS

FOR THE YEAR ENDED 31 JANUARY 2024

**INDEPENDENT EXAMINER:
SHARIQ ABDULLAH CA
ABDULLAH AND ABDULLAH
CHARTERED ACCOUNTANTS**

STEVENAGE MUSLIM COMMUNITY CENTRE

Trustees

Dr Sarfraz Awan	(Chairman)
Dr Shahid A Khan	(Secretary)
Mr Mohamed S Khan	(Treasurer)
Dr Farrukh Sheikh	(Trustee)
Dr Imran Abdulkareem	(Trustee)
Mr Farhad Choudhury	(Trustee)
Mr Mudassar Ahmed	(Trustee)
Dr Islam Majid	(Trustee)
Dr Ishrat Zaidi	(Trustee)

Independent Examiner:

S Abdullah CA
Abdullah and Abdullah
Chartered Accountants
6 Medway Drive
Greenford, Middlesex
UB6 8LN

Registered Charity No. :

1199880

STEVENAGE MUSLIM COMMUNITY CENTRE

ACCOUNTS

FOR THE YEAR ENDED 31 JANUARY 2024

CONTENTS

- 1 Independent Examiners Report
- 2 Statement of Assets and Liabilities
- 3 Receipts and Payments Account
- 4 Notes to the Accounts

STEVENAGE MUSLIM COMMUNITY CENTRE

Independent examiner's report to the trustees of Stevenage Muslim Community Centre (SMCC)

I report on the accounts of SMCC (the charity) for the year ended 31 January 2024, which are set out on pages 2 to 4. This report is made solely to the charity's Trustees, as a body, in accordance with section 145 of the Charities Act 2011.

My work has been undertaken so that I might state to the charity's Trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's Trustees as a body, for my work, for this report, or for opinions I have formed.

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 (the 2011 Act) and that an independent examination is needed. I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants of Scotland (ICAS).

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act
- to follow the procedures laid down in the general Directions given by the commission under section 145(5)(b) of the 2011 Act
- to state whether particular matters have come to my attention

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. 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 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 next statement.

Independent examiner's statement

In connection with my examination, no matter 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 130 of the 2011 Act and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached



Shariq Abdullah CA
Institute of Chartered Accountants of Scotland

Abdullah and Abdullah Chartered Accountants
6 Medway Drive, Perivale, Greenford, UB6 8LN
Date: 5 November 2024

Stevenage Muslim Community Centre
Statement of Assets and Liabilities as at 31 January 2024

	Notes	General Fund	Total January 2024	General Fund	Total January 2023
Assets retained for own use					
Land and buildings	2	400,000	400,000	400,000	400,000
Monetary Assets					
Bank Account		17,867	17,867	15,602	15,602
Paypal Account		2,278	2,278	2,283	2,283
Cash		-	-	-	-
Total Cash		<u>20,145</u>	<u>20,145</u>	<u>17,885</u>	<u>17,885</u>
Other Assets					
PAYE/NIC					
Overpayment to HMRC		1,890	1,890	1,890	1,890
Liabilities					
Qarz-e-Hasna - Loan	3		15,000		20,000
Total Liabilities			<u>15,000</u>		<u>20,000</u>

For use by the charity and belonging to the General Purpose Fund:
 Projector

Approved by the trustees on 5 November 2024 and signed on its behalf by:

Signature : -----

Name : Dr S Awan

Stevenage Muslim Community Centre
Receipts and Payments Account for year ending 31 January 2024

		2024		2023	
	Notes	£	£	£	£
<u>Income</u>					
Donations (Including Friday, Ramadan and Other Collections)			173,461		144,380
Gift aid received from HMRC			24,106		-
Qarz-e-Hasna - Loan receipt/(payment)			(5,000)		(45,000)
Children Classes Fees			7,457		9,190
Herts County Council Grant			-		2,000
			<u>200,024</u>		<u>110,570</u>
 <u>Expenditure</u>					
Phase II Structural Work Etc.	4	127,033		203,111	
Insurance		1,741		1,564	
Utilities		7,507		7,663	
CCTV & Security		8,945		1,343	
Telephone		1,054		849	
Repairs and Replacements		886		-	
Small Equipment		1,203		-	
Stationery		64		-	
Catering		1,575		-	
Student resources		639		-	
Guest Imam expenses		128		-	
Coach Hire		1,345		-	
DBS Checking		369		-	
Website		2,220		-	
Ramadan - Iftar		2,335		-	
Cleaning		2,905		-	
Salaries		33,943		30,143	
Legal Fees		1,170		2,100	
Paypal Charges		246		246	
Bank Charges		990		372	
Subscriptions		515		50	
Council Fees and Charges		270		600	
Pension including Employer's Contribution		443		443	
PAYE & NIC		-		-	
		<u>197,765</u>		<u>248,484</u>	
SURPLUS / (DEFICIT)			2,259		(137,914)
Balance B/Fwd			17,885		155,799
Balance C/Fwd			<u><u>20,145</u></u>		<u><u>17,885</u></u>

Stevenage Muslim Community Centre

Notes to the Accounts for the year ended 31 January 2024

- 1 These accounts have been prepared on a Receipts and Payments basis.
- 2 Land and Buildings is for the charity's own use and is noted at historical cost.
- 3 Qarz-e-Hasna (meaning moral obligation to repay if possible) is a private interest-free unsecured loan given to the community centre, mostly by worshippers from the local community to assist with the completion of the Phase II project. Although most of these loans are repayable within one year, some lenders have indicated their willingness to extend the loan period beyond one year.
- 4 Breakdown of Phase II Structural Work is as follows:

	2024	2023
Description	£	£
Building Materials	48,490	77,160
Building Contractor	15,601	18,654
Electric supply upgrade	50,170	-
Cold Room	2,163	-
AC Contractor	-	5,798
Stairs	-	15,000
Water Boring	-	17,000
Glass and Windows	9,109	69,500
Roofing	1,500	-
Total	127,033	203,111

STEVENAGE MUSLIM COMMUNITY CENTRE

REGISTERED CHARITY NO. 1199880

ACCOUNTS

FOR THE YEAR ENDED 31 JANUARY 2024

**INDEPENDENT EXAMINER:
SHARIQ ABDULLAH CA
ABDULLAH AND ABDULLAH
CHARTERED ACCOUNTANTS**

STEVENAGE MUSLIM COMMUNITY CENTRE

Trustees

Dr Sarfraz Awan	(Chairman)
Dr Shahid A Khan	(Secretary)
Mr Mohamed S Khan	(Treasurer)
Dr Farrukh Sheikh	(Trustee)
Dr Imran Abdulkareem	(Trustee)
Mr Farhad Choudhury	(Trustee)
Mr Mudassar Ahmed	(Trustee)
Dr Islam Majid	(Trustee)
Dr Ishrat Zaidi	(Trustee)

Independent Examiner:

S Abdullah CA
Abdullah and Abdullah
Chartered Accountants
6 Medway Drive
Greenford, Middlesex
UB6 8LN

Registered Charity No. :

1199880

STEVENAGE MUSLIM COMMUNITY CENTRE

ACCOUNTS

FOR THE YEAR ENDED 31 JANUARY 2024

CONTENTS

- 1 Independent Examiners Report
- 2 Statement of Assets and Liabilities
- 3 Receipts and Payments Account
- 4 Notes to the Accounts

STEVENAGE MUSLIM COMMUNITY CENTRE

Independent examiner's report to the trustees of Stevenage Muslim Community Centre (SMCC)

I report on the accounts of SMCC (the charity) for the year ended 31 January 2024, which are set out on pages 2 to 4. This report is made solely to the charity's Trustees, as a body, in accordance with section 145 of the Charities Act 2011.

My work has been undertaken so that I might state to the charity's Trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's Trustees as a body, for my work, for this report, or for opinions I have formed.

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 (the 2011 Act) and that an independent examination is needed. I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants of Scotland (ICAS).

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act
- to follow the procedures laid down in the general Directions given by the commission under section 145(5)(b) of the 2011 Act
- to state whether particular matters have come to my attention

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. 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 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 next statement.

Independent examiner's statement

In connection with my examination, no matter 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 130 of the 2011 Act and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached



Shariq Abdullah CA
Institute of Chartered Accountants of Scotland

Abdullah and Abdullah Chartered Accountants
6 Medway Drive, Perivale, Greenford, UB6 8LN
Date: 5 November 2024

Stevenage Muslim Community Centre
Statement of Assets and Liabilities as at 31 January 2024

	Notes	General Fund	Total January 2024	General Fund	Total January 2023
Assets retained for own use					
Land and buildings	2	400,000	400,000	400,000	400,000
Monetary Assets					
Bank Account		17,867	17,867	15,602	15,602
Paypal Account		2,278	2,278	2,283	2,283
Cash		-	-	-	-
Total Cash		<u>20,145</u>	<u>20,145</u>	<u>17,885</u>	<u>17,885</u>
Other Assets					
PAYE/NIC					
Overpayment to HMRC		1,890	1,890	1,890	1,890
Liabilities					
Qarz-e-Hasna - Loan	3		15,000		20,000
Total Liabilities			<u>15,000</u>		<u>20,000</u>

For use by the charity and belonging to the General Purpose Fund:
 Projector

Approved by the trustees on 5 November 2024 and signed on its behalf by:

Signature : -----

Name : Dr S Awan

Stevenage Muslim Community Centre
Receipts and Payments Account for year ending 31 January 2024

		2024		2023	
	Notes	£	£	£	£
<u>Income</u>					
Donations (Including Friday, Ramadan and Other Collections)			173,461		144,380
Gift aid received from HMRC			24,106		-
Qarz-e-Hasna - Loan receipt/(payment)			(5,000)		(45,000)
Children Classes Fees			7,457		9,190
Herts County Council Grant			-		2,000
			<u>200,024</u>		<u>110,570</u>
 <u>Expenditure</u>					
Phase II Structural Work Etc.	4	127,033		203,111	
Insurance		1,741		1,564	
Utilities		7,507		7,663	
CCTV & Security		8,945		1,343	
Telephone		1,054		849	
Repairs and Replacements		886		-	
Small Equipment		1,203		-	
Stationery		64		-	
Catering		1,575		-	
Student resources		639		-	
Guest Imam expenses		128		-	
Coach Hire		1,345		-	
DBS Checking		369		-	
Website		2,220		-	
Ramadan - Iftar		2,335		-	
Cleaning		2,905		-	
Salaries		33,943		30,143	
Legal Fees		1,170		2,100	
Paypal Charges		246		246	
Bank Charges		990		372	
Subscriptions		515		50	
Council Fees and Charges		270		600	
Pension including Employer's Contribution		443		443	
PAYE & NIC		-		-	
		<u>197,765</u>		<u>248,484</u>	
SURPLUS / (DEFICIT)			2,259		(137,914)
Balance B/Fwd			17,885		155,799
Balance C/Fwd			<u><u>20,145</u></u>		<u><u>17,885</u></u>

Stevenage Muslim Community Centre

Notes to the Accounts for the year ended 31 January 2024

- 1 These accounts have been prepared on a Receipts and Payments basis.
- 2 Land and Buildings is for the charity's own use and is noted at historical cost.
- 3 Qarz-e-Hasna (meaning moral obligation to repay if possible) is a private interest-free unsecured loan given to the community centre, mostly by worshippers from the local community to assist with the completion of the Phase II project. Although most of these loans are repayable within one year, some lenders have indicated their willingness to extend the loan period beyond one year.
- 4 Breakdown of Phase II Structural Work is as follows:

	2024	2023
Description	£	£
Building Materials	48,490	77,160
Building Contractor	15,601	18,654
Electric supply upgrade	50,170	-
Cold Room	2,163	-
AC Contractor	-	5,798
Stairs	-	15,000
Water Boring	-	17,000
Glass and Windows	9,109	69,500
Roofing	1,500	-
Total	127,033	203,111