

BURY PARK EDUCATIONAL INSTITUTE
REPORT AND ACCOUNTS
FOR THE YEAR ENDED
31 August 2019

Charity Number: 1118199

BURY PARK EDUCATIONAL INSTITUTE
For year ended 31 August 2019
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BURY PARK EDUCATIONAL INSTITUTE

For year ended 31 August 2019

Charity Information

Trustees:	Mr Abul Hussain	Chairman
	Dr MOHAMMED RUHUL AMIN BSC MBCHB	Trustee
	Mr MOHAMMED-SOWAB ALI	Trustee
	Mufti Mohammed Abdul Hannan	Trustee
	Mr Muhammad Azizul Haque	Trustee
	Mr Mohammed Sanaul Gazi	Trustee
	Mr Jainul Islam Choudhury	Trustee
	Mr Ahmed Quazi	Trustee

Charity Number: 1118199

Principal Office: 82-86 Dunstable Road
Luton
Bedfordshire
LU1 1EH

Accountant: Vertex Accountants
110-112 Leagrave Road
Luton
Bedfordshire
LU4 8HX

Bank: Barclays Bank Plc
28 George Street
Luton
Bedfordshire
LU1 2AX

BURY PARK EDUCATIONAL INSTITUTE

Trustees report for the year ended 31 August 2019

The trustees are pleased to present their report together with the financial statements of the charity for the year ending 31 August 2019.

The board of trustees are satisfied with the performance of the charity during the year and the position at **31 August 2019** and consider that the charity is in a strong position to continue its activities during the coming year, and that the charity's assets are adequate to fulfil its obligations.

Objectives and Activities of the charity

Charitable objectives:

- The Furtherance of The Religion of Islam Throughout the World in Any Manner, Which Now Is, Or Hereafter May Be Deemed by Law to Be Charitable.
- The Advance the Religion of Islam As Practised by Those Defined in Clause A 3, and The Observances That Serve to Promote and Manifest It.
- The Furtherance of The Education of Young People, In Particular Muslims, Through the Establishment and Maintenance of A School Or Schools In Any Manner Which Now Is Or Hereafter May Be Deemed By Law To Be Charitable, Including Full-Time Islamic Education And The School To Teach Shariah Law As Defined In Clause A 4.
- To Promote General Charitable Purposes In Accordance With The Law of England And Wales and Particularly Within the Shari'ah (Islamic Law).
- A) To Provide the Necessary Facilities for The Daily Care, Recreation and Education of Children During Out of Hours and School Holidays, Which Is Now, Or Hereafter May Be Deemed by Law to Be Charitable.
B) To Advance the Education and Training of The Persons in The Provision of Such Care, Education and Recreation Facilities.
- The Furtherance of Education of Young People, In Particular Muslims, Through the Establishment And Maintenance Of A Higher Educational Institute And Or A Darul Uloom In A Manner Which Is Now Or Hereafter May Be Deemed By Law To Be Charitable.

Public benefit statement

The trustees confirm that they have paid due regard to the guidance given by the charity commission on public benefit.

BURY PARK EDUCATIONAL INSTITUTE

Trustees report for the year ended 31 August 2019

Strategies for achieving the year's objective

The charity implemented key action plans to help achieve its aims for the year:

- Maintain an active campaign of advertising and continued attendance at Islamic institutions and functions by the trustees. Staff promoted the activities of the charity locally as well as at the regional level.
- Continued to review & set a cost-effective fee structure to generate income to assist in the key aims and long-term goal of attaining self-sufficiency.
- Undertook staff reviews and assessed staff to ascertain key development areas.
- Continued review of key improvements necessary to existing facilities and undertake the necessary to existing facilities, furthermore undertake the necessary repairs and improvements.
- Continue to update policies on governance.
- Improved community relations.
- Participate in activities organised by local council, prevent, police and other faith groups.
- Active promotion of British Values.
- Improve safeguarding and implement the prevent duty
- Improve health and safety
- Participate in national events to promote the activities of the charity.

The contribution of volunteers

The charity uses the service of volunteers in a number of ways:

- To assist in raising the profile of the charity
- To assist in maintaining records of the charity.
- To assist with the development of the charity.
- To provide teaching support.
- To maintain the buildings

Achievements and Performance of the Charity

- The charity continued to improve facilities available to students.
- Raised standards which resulted in facilitating improved GCSE results.
- Improved SMSC, British Values and participation in public life.

Review of charitable activities undertaken by the charity

The main activities during the year were:

- Provision of both academic and religious education to girls and boys in accordance with Islamic faith.
- Further enhancement of teaching materials and library resources to maximise learning.
- Further enhancement of learning facilities.
- Increasing awareness of the trust and the services it provides.
- Facilitate community counselling and advice on local issues and needs.

BURY PARK EDUCATIONAL INSTITUTE

Trustees report for the year ended 31 August 2019

Structure, Governance and Management

Nature of governing documents and constitution of the charity

The charity is an unincorporated association governed by a trust deed. Eligibility for membership of the charity and membership of the board of trustees is governed by the trust deed. There are no restrictions in the governing document on the operation of the charity or on the investment powers, other than those imposed by general charity law.

Recruitment and appointment of new trustees

New Trustees are appointed by invitation based upon the specific requirements and the skill set needed by the charity to help advance the charitable objectives.

Induction and training of trustees

We have at the moment no policy or procedure for the training of trustees, other than the "do's and don'ts" publication provided by the charity.

Organisational Structure and management

Trustees meet regularly on a termly basis to discuss and plan objectives and implementation thereof. Matters of general concern are raised with all members. Day to day management and responsibility for implementing policies are carried out by the general manager. There are 31 full time and 25 part time employees plus a number of volunteers and trainees. The Trustees undertake all final decisions with implementation being delegated amongst each other and the General Manager.

Membership of a wider network

The charity has no responsibility for, neither is it answerable to any other organisation.

Related Parties

Other than the trustees and those persons connected with them, there are no individuals who are related parties. Details of transactions with related parties are shown in the notes to the accounts. This includes remuneration and expenses paid to Trustees.

Risk Management

The trustees acknowledge their responsibilities for establishing a risk management system and satisfied that appropriate systems and procedures are under development and continue to keep strategic business and operational risk under review with view to introducing, where necessary, additional procedures to mitigate these risks.

Reserves Policy

The trustees have resolved to establish over the next few years reserves to provide for future activities, and to provide funding for the expected expenditure for four months ahead. Current reserves are adequate based on our knowledge and experience.

BURY PARK EDUCATIONAL INSTITUTE

Trustees report for the year ended 31 August 2019

Principle funding sources and how expenditure in the year under review has supported the key objectives of the charity

The principle income was generated through the provision of education in accordance with the objectives of the charity. The principal expenditure related to the cost of providing education.

Availability and adequacy of assets of each of the funds

The board of trustees is satisfied that the charity's assets in each fund are available and adequate to fulfil its obligations in respect of each fund.

Financial Review

The trustees consider the financial performance by the charity during the year to have been satisfactory.

The statement of financial activities shows incoming resources for the year of a revenue nature of £771,545 (2018: £641,116).

The total unrestricted reserves at the year-end stand at -£254,456.00

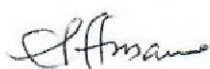
Statement of Trustees' Responsibilities

The Charities Acts require the Board of Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the board were required to:

- Select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements.

The trustees are also responsible for the contents of the trustees' report, and the responsibility of the independent examiner/auditor in relation to the trustees' report is limited to examining the report and ensuring that, on the face of the report, there are no inconsistencies with the figures disclosed in the financial statements.

This report was approved by the board of trustees on 17/06/2020.



Mr Abul Hussain

Chairman

**Report to trustee on preparation of the unaudited accounts of
BURY PARK EDUCATIONAL INSTITUTE
For year ended 31 August 2019
Charity No: 1118199**

Independent Examiners Report on the Accounts

Report to the trustees/member of:	Bury Park Educational Institute
On accounts for year ended:	31 August 2019
Charity No:	1118199
Set out on pages:	3-7

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 44 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

I am qualified to undertake the examination by being a Practising member of the Association of Certified Public Accountants.(ACPA)

It is my responsibility to:

- examine the accounts under Section 145 of the Charities Act.

- to follow the procedures laid down in the general directions give by the charity Commission (under section 145(5)(b) of the Charities Act) and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

Our examination was carried out in accordance with general directions given by the Charity Commission. An examination includes 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 the 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 statements

In connection with my examination, no matter has come to my attention which gives me any reasonable cause to believe that, in any material respect, the requirements have not been met:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord the accounting records and comply with the accounting requirements of the 2011 Act



Vertex Accountants
110-112 Leagrave Road
Luton
Bedfordshire
LU4 8HX

BURY PARK EDUCATIONAL INSTITUTE
STATEMENT OF FINANCIAL ACTIVITIES
For year ended 31 August 2019

	Notes	Unrestricted Funds	Restricted Funds	Total Funds 2019	Last Year Total Funds 2018
		£	£	£	£
Incoming Resources	2				
Grant and Donations		12,781	-	12,781	12,618
Parental Contributions & Students Fees		758,764	-	758,764	628,498
Total incoming resources		<u>771,545</u>	<u>-</u>	<u>771,545</u>	<u>641,116</u>
Resources Expended	3				
Cost of charitable Activities		930,438	-	930,438	794,585
Governance costs		2,400	-	2,400	2,400
Total resources expended		<u>932,838</u>	<u>-</u>	<u>932,838</u>	<u>796,985</u>
Net incoming/(outgoing) resources before transfers		(161,293)	-	(161,293)	(155,870)
Gross transfers between funds					-
Net incoming/(outgoing) resources before other recognised gains/(losses)		(161,293)	-	(161,293)	(155,870)
Other recognised gains/ (losses)					
Gains and losses on revaluation of fixed assets for the charity's own use					-
Gain and losses on investment assets		-	-	-	-
Net movement in funds		<u>(161,293)</u>	<u>-</u>	<u>(161,293)</u>	<u>(155,870)</u>
Reconciliation of Funds:					
Total funds, brought forward		(93,163)	-	(93,163)	62,707
Total funds, carried forward		<u>(254,456)</u>	<u>-</u>	<u>(254,456)</u>	<u>(93,163)</u>


The net movement in funds referred to above is the net incoming resources as defined in the statements of recommended practice for of Accounting and Reporting issued by the Charity Commission for England & Wales and is reconciled to the total funds as shown in the Balance Sheet on page 9 as required by the said statement.

All activities derive from continuing operations
The notes on pages 11 to 13 form an integral part of these accounts

BURY PARK EDUCATIONAL INSTITUTE
Balance Sheet as at 31 August 2019

	Notes	£	2019 £	£	2018 £
The assets and liabilities of the charity:					
Fixed Assets					
Tangible assets	5		1,175,910		1,213,225
Total fixed assets			<u>1,175,910</u>		<u>1,213,225</u>
Current Assets					
Cash in hand and at Bank		65,042		53,922	
		<u>65,042</u>		<u>53,922</u>	
Creditors					
Amounts falling due within one year	6	- 260,141	-	94,668	
Net Current Assets			- 195,099		- 40,746
Total assets less current liabilities			<u>980,811</u>		<u>1,172,479</u>
Creditors: amounts falling due after more than one year	7	-	1,235,267	-	1,265,642
Total Net Assets			<u>- 254,456</u>		<u>- 93,163</u>
Total Funds of the Charity	8				
Unrestricted funds B/F			- 93,163		62,707
Net movement in funds			- 161,293		- 155,870
Total charity funds			<u>- 254,456</u>		<u>- 93,163</u>

These Accounts were approved by the Trustees on 17th June 2020.



Mr Abul Hussain

Chairman

The notes on pages 11 to 13 form part of these accounts

BURY PARK EDUCATIONAL INSTITUTE

Notes to the Accounts

For the Year Ended 31 August 2019

1. Accounting Policies

Basis of preparation of the accounts

These financial statements have been prepared on the basis of historic cost in accordance with Accounting and Reporting by Charities, Statement of Recommended Practice (SORP 2005) and with the Charities Act 2011.

The charity has taken advantage of the exemption in the FRSEE from the requirement to produce cashflow statement.

Incoming Resources

Recognition of incoming resources

These are included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources;
- The trustees are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability.

Incoming resources with related expenditure

Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are reported gross in the SoFA.

Volunteer help The value of voluntary help received is not included in the accounts but is described in the trustees' annual report.

Investment income

This is included in the accounts when receivable.

EXPENDITURE AND LIABILITIES

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. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

Governance costs

Include costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.

Fixed assets and depreciation

All tangible fixed assets are capitalised if they can be used for more than one year and are stated at cost less depreciation. Items of less than £1000 are not capitalised.

Depreciation has been provided at the following rates in order to write off the assets (less their estimated residual value) over their estimated usual economic lives.

Freehold property	2% reducing balance
Vehicles	25% reducing balance
Plant and machinery	25% reducing balance

A regular annual review of the likelihood of the asset impairment is undertaken.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Funds structure policy

The charity maintains a general unrestricted fund which represents funds which are expendable at the discretion of the trustees in furtherance of the objects of the charity. Such funds may be held in order to finance both working capital and capital investment. Restricted funds can only be used for particular restricted purposes within the objects of the charity.

	2019 £	2018 £
2 Incoming resources		
Voluntary Income		
General Donations	12781	12618
	<u>12781</u>	<u>12618</u>
Charitable activities		
College Fees	758764	628,498
Other	0	0
	<u>758764</u>	<u>628498</u>
	<u>771545</u>	<u>641,116</u>
3 Resources expenses Charitable activities		
Gross Salaries / Staff Cost	612775	518882
Materials & Teaching Aids	5635	5495
Contractors	63010	36142
Events & Activities	3349	3864
Ofsted & Exam Fees	33735	36942
	<u>718504</u>	<u>601325</u>
Premises Cost		
Rates	6162	6134
Light & Heat	23373	17497
Repairs and maintenance	12569	2658
Cleaning	192	3945
	<u>42296</u>	<u>30234</u>
Administrative expenses		
Telephone and fax	2725	2613
Bank charges	750	202
Equipment expensed	16607	17755
Health and Safety Costs	6633	5405
Insurance	6589	5813
IT & Software	4285	3210
Stationery and Printer Supplies	25042	15259
Fees, Subscriptions & Compliance/Pensions	4058	7505
Depreciation	37315	42516
	<u>104004</u>	<u>100278</u>
Support Cost		
Staff training & welfare	4077	3619
Advertising and PR	2665	1158
	<u>6742</u>	<u>4777</u>
Others		
Sporting & PE	23460	22960
Other legal and professional	5703	1405
Interest	5315	7305
Employer's National Insurance	24413	25428
	<u>58891</u>	<u>57098</u>
Governance Costs		
Accountancy / Internal Examiner	2400	2400
	<u>2400</u>	<u>2400</u>
4. Staff Costs and Emoluments		
Gross Salaries	612775	518882
Employer's National Insurance	24413	25428
	<u>637188</u>	<u>544310</u>

5. Tangible fixed assets

	Freehold Property	Plant & Machinery	Motor Vehicles	2019	2018
Asset cost, Valuation or revalued amount					
At 01 September	1287665	127058	23350	1,438,073	1,410,660
Additions	0	0	0	0	27,413
At 31 August	<u>1287665</u>	<u>127058</u>	<u>23350</u>	<u>1,438,073</u>	<u>1,438,073</u>
Accumulated depreciation and impairment					
At 01 September	131183	83637	10028	224,848	182,332
Charge for the year	23130	10855	3330	37315	42,516
At 31 August	<u>154313</u>	<u>94492</u>	<u>13358</u>	<u>262163</u>	<u>224,848</u>
Net book value				<u>1,175,910</u>	<u>1,213,225</u>
<i>All assets are used for charitable purposes</i>					

6. Creditors amounts falling due within one year

Trade creditors	33461	9,289
PAYE and NI	103430	85,379
Qarze Hasana	123250	
	<u>260,141</u>	<u>94,668</u>

7. Creditors amounts falling due after one year

Bank Loan	181551	211,926
Other Loans	1053716	1,053,716
	<u>1,235,267</u>	<u>1,265,642</u>

Qarze hasana is unsecured and interest free money loaned to the charity by member of the public no fixed repayment term.

8. Analysis of the net movement in funds

Net movement in funds from statement of financial activities
Net movement in funds available for future activities

Tangible fixed assets	1175910	1,213,225
Current assets	65041	53,922
Current liabilities	-136890	-94,668
Long term liabilities	-1358517	-1,265,642
Total Funds	<u>-254456</u>	<u>-93,163</u>

The restricted reserve relates to appeals made for building purchases to be used by the charity or for investment purposes.

9. Related Party Transactions.

No fees or expenses were paid to trustees or persons connected with them.