



MINARET COMMUNITY CENTRE

DIRECTOR'S AND TRUSTEES' REPORT AND ACCOUNTS For the year ended 31 March 2020

Charity Number: 1127464

Independent Examiner:

**Md Iqbal Hossain ACCA
B K Community Accountant Ltd
Arches 420-421
Burdett Road
London
E3 4AA**

**MINARET COMMUNITY CENTRE
DIRECTOR'S AND TRUSTEES' REPORT AND ACCOUNTS**

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MINARET COMMUNITY CENTRE

MEMBERS AND FINANCIAL ADVISORS FOR THE YEAR ENDED 31 MARCH 2020

Trustees and Directors	Mr Abdihakim - Chairman Mrs Khadra Ali - Treasurer Mr Abdullahi Mohamed – Secretary Mrs Qaal Warsame - Trustee
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Charity No.	1127464
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Registered Office	303 North End Road London W14 9NS
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Independent Examiner	Md Iqbal Hossain ACCA B K Community Accountant Arches 420-421 Burdett Road London E3 4AA
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Bankers	METRO BANK One Southampton Row London WC1B 5HA
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MINARET COMMUNITY CENTRE
DIRECTORS' AND TRUSTEES REPORT For the year ended 31
March 2020

Trustees Report

Minaret Community Centre supports children and young people between ages 5 and 18 years. They are mostly refugees from the under privileged background. They live in the borough of Hammersmith & Fulham and surrounding areas. The weekly teaching give the children and young people a boost in their school work. They are expected to develop confidence in their approach to their academic lives.

Vision

Our vision is to have the children and young people who pass through our supplementary education programme progress to higher education and come out to become respectable members of our community.

Reference and Administrative details

Reference and administrative details are shown in the schedule of members of the board and professional advisers on page 1 of the financial statements.

THE TRUSTEES

The trustees who served the charity during the period were as follows:

Abdihakim Ali
Abdullahi Mohamed
Khadra Ali
Qaal Warsame

STRUCTURE GOVERNANCE AND MANAGEMENT

The Principal Office:
303 North End Road, London. W14 9NS

Governing Documents:

The Charity was registered in January 2009. The objects and powers are set out in the constitution.

MCC has a board of trustees made up of four members who meet at least once every six weeks. Our trustees come from a variety of backgrounds; they provide a range of experience and expertise necessary to comply with our collective responsibility and seek to reflect the communities they serve. The board of trustees is responsible for setting the strategic.

How the Trustees are Elected:

The Board of trustees members (aka Management Committee members) are elected for a team of one year, as specified in our Articles of Association, by the members of the organisation at the Annual General Meeting (AGM) held by the organisation once every year. According to our governing Articles of Association, any member's of the board could be re-elected again, so long as the member's do not wish to remain a member of the Board.

Policy of induction and Training of Trustees:

For new trustees who are elected to board, there is a policy of induction in place, where they are made familiar with their roles in the organisation through information on the governing document and their duties and responsibilities as a trustee of charity.

These include:

- (i) the obligation of the Management Committee members,
- (ii) to fully understand the governing documents
- (iii) the financial situation of the Charitable Company and
- (iv) the Future Plans and Objectives of the Organisation

During the induction process, the new members of the Board are given a "Question & Answer" session where they ask any question on the organisation. The same policy also includes arranging "Training programs" set for capacity building trustees so that might be able to dispense of their duties of governing the Charity. These courses are available from other voluntary organisations that support charities with which we work and network closely.

Organisational Structure and Accountability

The Trustees of the organisation are responsible for every aspect of the organisation:

- (i) They set the strategy for achieving its aims and objective, prepare and write its Business Plan and Annual Operational Plans; set the procedures, policies and guidelines (including legally required policies and procedures) that underpin the day to day running and management of the organisation.
- (ii) They monitor and scrutinise that all the above including quarterly meeting where they receive regular reports from the Co-ordinator on all the above are being achieved including setting targets,
- (iii) The Co-ordinator is responsible for the day to day running and management of the organisation according to the operational plans and the instructions of the Trustees, to whom he is accountable and to whom new reports at quarterly meetings,
- (iv) All other staff members and volunteers come under the supervision and accountable to the coordinator.

ACHIEVEMENTS AND PERFORMANCES

The main Services and Activities for the year.

A summary of our main activities that we provide for our community through direct access are as follows:

1. During the year we extended our services from Year 1 to A-Levels. We also increased our intake of children by 70 pupils and the overall children engaged this year was 150+ children.
2. This year our centre offered different services to the community especially Children and parents. These activities include 9 workshops, 4 training courses, 5 community gatherings, summer activities and celebration event for Sat's and GCSE students.
3. We upgrade and updated our policies, specially our safeguarding policies. We carried out action plan for the health and safety requirement for the centre as agreed by our management team in the previous year.
4. We had training on governance, financial management and Health and Safety.

**Independent examiner's report to the trustees of
MINARET COMMUNITY CENTRE**

For the year ended 31 March 2020

I report on the accounts of the company for the period ended 31 March 2020, which are set out on pages 7 to 11.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purpose of company law) 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 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, 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 Charity Commission under section 145(5)(b) of the 2011 Act; and
- 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 statement below.

Independent examiner's statement

In connection with my examination, no other matter except that referred to in the above paragraphs, 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 386 of the Companies Act 2006; and to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities 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.

Md Iqbal Hossain, ACCA
B K Community Accountant
Arches 420-421
Burdett Road
London
E3 4AA
Date: 26th May 2020

MINARET COMMUNITY CENTRE
Statement of Financial Activities
(Including income and expenditure account)
31 March 2020

Incoming Resources	Note	Unrestricted Funds	Restricted Funds	TOTAL Funds 2020	Unrestricted Funds	Restricted Funds	TOTAL Funds 2019
Donation and Legacies	2	17,476	15,335	32,811	10,020	16,800	26,820
Total Income		17,476 =====	15,335 =====	32,811 =====	10,020 =====	16,800 =====	26,820 =====
Expenditure on :	3						
Charitable activities		15,204	10,275	25,479	18,730	8,000	26,430
Total expenditure		15,204 =====	10,275 =====	25,479 =====	18,730 =====	8,000 =====	26,430 =====
Net Income & net movement in funds		2,272	5,060	7,332	(8,710)	8,800	90
Reconciliation of fund:							
Total funds brought forward		(8,710)	8,800	90	0	0	0
Total funds carried forward		(6,438) =====	13,860 =====	7,422 =====	(8,710) =====	8,800 =====	90 =====

TOTAL RECOGNISED GAINS AND LOSSES

The Charity has no recognised gains or losses other than the net movement in funds for the above period.

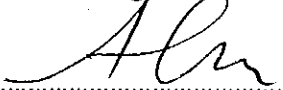
The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.


The notes on pages 9 to 12 form part of these accounts.

MINARET COMMUNITY CENTRE BALANCE SHEET AS AT 31 MARCH 2020					
FIXED ASSETS	Note		2020		2019
		£		£	£
Office Equipment	9			2,130	2,662
Debtors	10				
Cash at Bank				5,592	1,372
Cash in hand					
Total Current Assets				5,592	1,372
Creditors and Accruals	11			300	0
Total Current Assets Less Creditors				5,292	
Net Assets				7,422	4,034
				=====	=====
Unrestricted Funds	12			5,292	1,372
Restricted Funds	12			2,130	2,662
Total Funds				7,422	4,034
				=====	=====

The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006 and that members have not required the company to obtain an audit in accordance with section 476 of the Act. The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts. The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies' subject to the small companies' regime.

These accounts were approved by the Board of Directors and Trustees on 26th May 2020 and were signed on its behalf by:

.....Chair

.....Treasurer

The notes on pages 9 to 12 form part of these accounts.

1. Accounting Policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year.

1.1 Basis of Accounting

The financial statements have been prepared under the historical cost convention and in accordance with the applicable Accounting Standards and the Statement of Recommended Practice "Accounting and Reporting by Charities" published in March 2005 and the Companies Act 1985.

The company has taken advantage of the exemption in Financial Reporting Standard No. 1 from the requirement to produce a cash flow statement on the grounds that it is small company.

1.2 Incoming Resources

Income from activities, voluntary income and donations are included in incoming resources when they are receivable, except when the donors specify that they must be used in future accounting periods or donors' conditions have not been fulfilled, then the income is deferred. The income from fundraising ventures is shown gross, with the associated costs included in fundraising costs.

1.3 Resources Expended

Resources expended are included in the Statement of Financial Activities on accruals basis, inclusive of any VAT that cannot be recovered.

Expenditure that is directly attributable to specific activities has been included in these cost categories. Where costs are attributable to more than one activity, they have been apportioned across the cost categories on a basis consistent with the use of those resources.

1.4 Going Concern Basis

The financial statements have been prepared on the going concern basis, as in the opinion of the director and trustees, there are no issues arising which would suggest any other basis as being more appropriate.

1.5 Depreciation

Depreciation is provided using the following rates and bases to reduce by annual instalments the cost, less estimated residual value, of tangible assets over the estimated useful lives:

Furniture, Fixtures, Fittings and Equipment - 20% on reducing line basis.

MINARET COMMUNITY CENTRE
Notes to the Accounts
For the year ended 31 March 2020

2. Income from donations and legacies

Grants, donations and legacies:	Unrestricted Funds	Restricted Funds	2020	2019
	£	£	£	£
Student Fees	11,210	0	11,210	8,950
Small Donation	649	0	649	990
Rent/Contribution	0	14,735	14,735	14,300
Voluntary Income/Fund	617	600	1,217	2,500
London Borough of Hammersmith & Fulham	5,000	0	5,000	0
Other Income	0	0	0	80
TOTALS Income	17,476 =====	15,335 =====	32,811 =====	26,820 =====

3. Expenditure on Charitable Activities by Fund type:

Charitable activities & Support Cost	Un-restricted Funds	Restricted Funds	Total 2020	Un-restricted Funds	Restricted Funds	Total 2019
	£	£	£	£	£	£
Services	14,864	10,275	25,139	18,430	8,000	26,430
Governance	340	0	340	300	0	300
Total	15,204 =====	10,275 =====	25,479 =====	18,730 =====	8,000 =====	26,730 =====

4. Expenditure on Charitable Activities by Activity type:

Charitable activities & Support Cost	Services	Governance	Fund raising	Total Funds 2020	Total 2019
	£	£	£	£	£
Property Costs	22,000	0	0	22,000	22,000
Depreciation	532	0	0	532	410
Direct Costs	1,978	340	0	2,318	2,511
Other Indirect Costs	629	0	0	629	1,809
Total	25,139 =====	340 =====	0 =====	25,479 =====	26,730 =====

Notes to the financial statements (continuing)

Year ended 31 March 2020

5. Cost of charitable activities by Fund Type

GOVERNAEC COSTS:	Unrestricted Funds	Restricted Funds	Total Funds 2020	Total Fund 2019
	£	£	£	£
Accountancy fees	300	-	300	300
Compliance ICO	40	-	40	-
Total Governance Expenses	340 =====	- =====	340 =====	300 =====

6. TRUSTEES EXPENSIS

No expenses are paid to Trustees.

No employee earned more than £60,000 during the year (2019: nil).

7. Related party transactions

There are no related party transactions to disclose for 2020 (2019: none) There are no donations from related parties which are outside the normal course of business and no restricted donations from related parties.

8. Taxation

The charitable company is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

9. Fixed Assets

	Computer Equipment	Total
	£	£
Cost		
At 1 April 2019	5,120	5,120
Additions	0	0
Disposals	0	0
At 31 March 2020	5,120	5,120
		Depreciation
At 1 April 2019	2,458	2,458
Disposals	0	0
Charge this period	532	532
At 31 March 2020	2,990	2,990
Net book value		
At 31 March 2020	2,130	2,130
At 31 March 2019	2,662	2,662

10. Debtors

	2020	2019
	£	£
Debtors	0	0

11. Creditors

	2020	2019
	£	£
Independent examination	300	0

Accruals: Provision for Accountancy fees.

12. Analysis of charitable Funds:

	Unrestricted Fund	Restricted Funds	Total Fund 2020
	£	£	£
Tangible fixed assets Restricted	0	2,130	2,130
Net Current assets	5,292	0	5,292
Net Assets	5,292 =====	2,130 =====	7,422 =====

- **Benefits in kind**

There were no benefits in kind in the period.

- **Independent examination and accountancy services**

During the period, the cost of the examination and accountancy services was £300.

- **Glossary of terms**

Restricted funds: These are funds given to the charity, subject to specific restrictions set by the donor, but still within the general objects of the charity.

Creditors These are amounts owed by the charity, but not paid during the accounting period.

Debtors: These are amounts owed to the charity, but not received in the accounting period.

Prepayments: These are services that the charity has paid for in advance, but not used during the accounting period.