

**Baytul ilm Trust**  
**Report and Accounts**  
**For The Year Ended**  
**31 March 2019**

**Charity Number: 1164154**

**Baytul ilm Trust**  
**For year ended 31 March 2019**  
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**Baytul ilm Trust**  
**For year ended 31 March 2019**  
**Charity Information**

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Other names	Baytul ilm Milton Keynes (Working Name )	
Trustees:	SHK Muhammad Miah SHK Mohammed Abdus Salam SHK Nurul Amin	Chairman Trustee Trustee
Charity Number:	1164154	
Principal Office:	12a Clarke Road Bletchley Milton Keynes MK1 1LG	
Accountant:	Vertex Accountants McKenzie House (Top Floor) 110-112 Leagrave Road Luton Bedfordshire LU4 8HX	
Bank:	Barclays Bank Plc Milton Keynes MK9 2LD	

## **Baytul ilm Trust**

### **Trustees report for the year ended 31<sup>st</sup> March 2019**

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The trustees are pleased to present their report together with the financial statements of the charity for the year ending 31<sup>st</sup> March 2019.

The board of trustees are satisfied with the performance of the charity during the year and the position at **31<sup>st</sup> March 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:**

- To advance the religion of islam, by means of, but not exclusively, promoting the teachings and tenets of islam, provision of facilities for worship and provision of facilities for islamic education, in accordance with the teachings of the quran and sunnah of the prophet muhammad pbuh as expounded by the ahle sunnah wal jamah hanafi school of thought;
- To relieve financial hardship, distress and suffering among poor people, widows, orphans, refugees, victims of natural disasters and other people in need, by means of, but not exclusively, making grants or loans for providing or paying for items, equipment, services and facilities, including the provision of food, clothing, and accommodation for the said persons;
- To advance education for the benefit of the poor, the underprivileged and the general public by means of, but not exclusively, the provision or the assistance in the provision of educational activities and facilities, such as schools, libraries and training centres.
- To provide or assist in the provision of facilities in the interests of social welfare for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age infirmity or disability, financial hardship or social circumstances with the object of improving their conditions of life.
- **Public benefit statement**

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

**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 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 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.
- British Values and participation in public life.

**Review of charitable activities undertaken by the charity**

The main activities during the year were:

- Provision of religious education to girls and boys in accordance with Islamic faith.
- Further enhancement of teaching materials and 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.

**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. The Trustees undertake all final decisions with implementation being delegated amongst each other.

**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.

**Trustees report for the year ended 31<sup>st</sup> March 2019**

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**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 £103,508. The total unrestricted reserves at the year-end stand at £87078.

**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 04/08/2020.



SHK Muhammad Miah

Chairman

**Report to trustee on preparation of the unaudited accounts of  
Baytul ilm Trust  
For year ended 31 March 2019  
Charity No: 1164154**

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**Independent Examiners Report on the Accounts**

<b>Report to the trustees/member of:</b>	Baytul ilm Trust
<b>On accounts for year ended:</b>	31 March 2019
<b>Charity No:</b>	1164154
<b>Set out on pages:</b>	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  
McKenzie House (Top Floor)  
110-112 Leagrave Road  
Luton  
Bedfordshire  
LU4 8HX



**Baytul ilm Trust**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**For year ended 31 March 2019**

	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £	Total Funds 2018 £
<b>Incoming Resources</b>	2				
Grant and Donations		40,268	-	40,268	402
Parental Contributions & Students Fees		63,240	-	63,240	35,556
<b>Total incoming resources</b>		<u>103,508</u>	<u>-</u>	<u>103,508</u>	<u>35,958</u>
<b>Resources Expended</b>	3				
Cost of charitable Activities		29,211	-	29,211	42,449
General Overhead		9,348		9,348	
Governance costs		600	-	600	600
<b>Total resources expended</b>		<u>39,159</u>	<u>-</u>	<u>39,159</u>	<u>43,049</u>
Net incoming/(outgoing) resources before transfers		64,349	-	64,349	(7,091)
Gross transfers between funds					
Net incoming/(outgoing) resources before other recognised gains/(losses)					
<b>Other recognised gains/ (losses)</b>					
Gains and losses on revaluation of fixed assets for the charity's own use					
Gain and losses on investment assets					
<b>Net movement in funds</b>		<u>64,350</u>	<u>-</u>	<u>64,350</u>	<u>(7,091)</u>
<b>Reconciliation of Funds:</b>					
Total funds, brought forward		<u>22,729</u>	<u>-</u>	<u>22,729</u>	<u>29,820</u>
Total funds, carried forward		<u>87,078</u>	<u>-</u>	<u>87,078</u>	<u>22,729</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 12 form an integral part of these accounts

**Baytul ilm Trust**  
**Balance Sheet as at 31 March 2019**

	Notes	£	2019 £	£	2018 £
<b>The assets and liabilities of the charity:</b>					
<b>Fixed Assets</b>					
Tangible assets	5		277,985		185,685
<b>Total fixed assets</b>			<u>277,985</u>		<u>185,685</u>
<b>Current Assets</b>					
Debtors	6				
Cash in hand and at Bank		63,193		18,744	
<b>Creditors</b>					
<b>Amounts falling due within one year</b>	7	- 1,200		- 1,200	
Net Current Assets			61,993		17,544
Total assets less current liabilities					
Creditors: amounts falling due after more than one year	8		- 252,900		180,500
<b>Total Net Assets</b>			<u>87,078</u>		<u>22,729</u>
<b>Total Funds of the Charity</b>					
Unrestricted funds			87,078		22,729
<b>Total charity funds</b>			<u>87,078</u>		<u>22,729</u>

These Accounts were approved by the Trustees on 4th Aug 2020.

  
 SHK Muhammad Miah

Chairman

  
 SHK Nurul Amin

Trustee

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

## **Baytul ilm Trust**

Notes to the Accounts

For the Year Ended 31 March 2019

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### **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 nad Reposting by Charities, Satement 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 helpThe 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 ofresources. 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 trutee 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% straight line
Vehicles	25% straight line
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 £
<b>2 Incoming resources</b>		
General Donations	40268	402
		402
<b>Charitable activities</b>		
Maktab Fees	63240	35,556
	103508	35958
<b>Charitable activities</b>		
Gross Salaries / Staff Cost	27210	25650
Materials & Teaching Aids	0	0
	27210	25650
<b>Premises Cost</b>		
Rent & Rates	1296	6351
Water	0	359
Light & Heat	1918	4248
Repairs and maintenance	0	0
Cleaning	0	138
Insurance	0	1083
	3214	12179
<b>Administrative expenses</b>		
Telephone and fax	460	406
Depreciation	5673	3789
	6133	4195
<b>Governance Costs</b>		
Accountancy / Internal Examiner	600	600
<b>4. Staff Costs and Emoluments</b>		
Gross Salaries	27210	25650

5.Tangible fixed assets				2019	2018
	Freehold Property	Plant & Machinery	Motor Vehicles		
<b>Asset cost, valuation or revalued amount</b>					
At 01 April	193275	0	0	193275	190,063
Additions	97974			97974	3212
Revaluation					
At 31 March	291249	0	0	291249	193275

<b>Accumulated depreciation and impairment provisions</b>					
At 01 April	7591			7591	3,801
Charge for the year	5673	0	0	5673	3789
At 31 March	13264	0	0	13264	7590

<b>Net book value</b>				277,985	185685
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*All assets are used for charitable purposes  
amounts falling due after  
one year*

Qurze Hasana	252900	180,500
	252900	180500

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

Tangible fixed assets	277985	185,685
Current assets	63193	18744
Current liabilities	-1200	-1200
Long term liabilities	-252900	-180,500
<b>Total Funds</b>	87078	22,729

*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.