

HA MEEM FOUNDATION

TRUSTEES REPORT AND FINANCIAL STATEMENTS

For the year ended 31 March 2020

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Charity overview

CHARITY NAME	HA MEEM FOUNDATION
CHARITY NUMBER	1123451
REGISTERED ADDRESS	Sipson Road Sipson West Drayton UB7 0JG Sipson Road
TRUSTEES	DJAMEL AYACHI Dr RIZWAN SALEEM SHEIKH MOHD. FARIDZ SHEIKH SALEH
ACCOUNTANTS	AMIR MASOOD
BANKERS	HSBC 127 HIGH STREET HOUNSLOW MIDDLESEX TW3 1QH

Trustee's Report

TRUSTEES' REPORT

The Trustees present their annual report and unaudited financial statements for the period ended 31 August 2019 and confirm that they comply with the Charities Act 2011, as amended by the Charities Act 2006, the Trust Deed and the Charities SORP applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

ADMINISTRATIVE INFORMATION

Trustees who have served for the period ended 31 March 2020:

- DJAMEL AYACHI
- Dr RIZWAN SALEEM
- SHEIKH MOHD. FARIDZ SHEIKH SALEH

STRUCTURE, GOVERNANCE AND MANAGEMENT

HMF is a registered charity with registration number 1123451 and governed by its constitution. The charity is managed by its trustees who are listed on page one of this report. The trustees are elected by the members in the charity's Annual General Meeting.

OBJECTIVES AND ACTIVITIES

The objects of the charity are to establish a place of Islamic learning for students of all abilities, without any political or sectarian bias. HMF endeavours to teach Islam in a pure and preserved form, thereby enabling individuals to come closer to its essence, free from the confusion often embedded within the media, culture and modern day society.

During the year the charity carried out its activities in furtherance of its objectives, the detail accounts of the charity's activities and projects are published in the charity's annual reports.

The charity have strengthen its financial base in respect of both unrestricted and restricted funds which will enhance the charity's future to continued success towards the achievement of its objectives.

FINANCIAL REVIEW AND RESERVES POLICY

It is the policy of the charity to maintain unrestricted funds, which are the free reserves of the charity, at a level, which equates to approximately six months unrestricted expenditure. This provides sufficient funds to cover management, administration and support cost. Unrestricted funds were maintained at this level throughout the year and are regularly reviewed by the management. However with the relocation to a new premise the funds have decreased in line with the increased cost of rent and advanced deposit. The charity is confident with its annual fun fair and fundraising activities the reserve will be replenished.

RISK MANAGEMENT

The trustees have examined the major strategic, business and operational risks which the charity faces and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.

TRUSTEES' RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing those financial statements, the trustees are required to:

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

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees and signed on their behalf by:

.....

Date:.....

INDEPENDANT EXAMINER'S REPORT TO THE TRUSTEES

INDEPENDANT EXAMINER'S REPORT TO THE TRUSTEES

We report on the accounts of HA MEEM FOUNDATION for the year ended 31st March 2020, which are set out on pages 6 to 9

This report is made solely to the trustees, as a body, in accordance with section 154 of the Charities Act 2011 (the 2011 Act). 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 an independent examiner's 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 the opinions I have formed.

RESPECTIVE RESPONSIBILITIES OF TRUSTEE'S AND EXAMINER

The trustees (who are also 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 2011 Act, and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under the 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 STATEMENT

My examination was carried out in accordance with the general 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 disclosure in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedure 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 presents a 'true and fair view' and the report is limited to those matters set out in in the statement below.

INDEPENDENT EXAMINER'S STATEMENT

In connection with my examination, no matter has come to my attention:

- 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 requirement of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommend Practice: Accounting and Reporting by Charities; have not been met; or
- which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

STATEMENT OF FINANCIAL ACTIVITIES

	Restricted Funds	Unrestricted Funds	Total 2020 £	Total 2019 £
Income				
College Fees	-	£793.41	£793.41	£388,602.00
Donations	-	£63,872.62	£63,872.62	
Donations - Sisters Hardship Fund	-	£345.00	£345.00	
Events Income	-	£2,107.42	£2,107.42	
Exam Fees	-	£1,400.00	£1,400.00	
LNS Donations	-	£8,308.01	£8,308.01	
Other Income	-	£3,288.94	£3,288.94	
School Fees	-	£256,136.90	£256,136.90	
School Trip	-	£798.00	£798.00	
Interest receivable	-	£1.00	£1.00	
	-	£337,051.30	£337,051.30	£388,602.00
Wages and salaries	-	£7,630.00	£7,630.00	£6,512.00
Directors' salaries	-	£168,594.00	£168,594.00	£118,906.00
Pensions	-	£1,040.00	£1,040.00	£0.00
Bonuses	-	£44.00	£44.00	£1,322.00
Temporary staff and recruitment	-	£0.00	£0.00	£336.00
Motor expenses	-	£4,556.00	£4,556.00	£33,072.00
Entertaining	-	£3,172.00	£3,172.00	£9,661.00
Marketing	-	£0.00	£0.00	£1,789.00
Other Costs	-	£1,622.00	£1,622.00	£48,101.00
Rent	-	£37,290.00	£37,290.00	£86,225.00
Light and heat	-	£5,569.00	£5,569.00	£7,596.00
Use of home	-	£240.00	£240.00	£9,500.00
Telephone and fax	-	£920.00	£920.00	£0.00
Stationery and printing	-	£2,187.00	£2,187.00	£1,621.00
Information and publications	-	£1,044.00	£1,044.00	£1,179.00
Subscriptions	-	£2,403.00	£2,403.00	£2,140.00
Bank charges	-	£135.00	£135.00	£73.00
Insurance	-	£9,839.00	£9,839.00	£8,923.00
Equipment expensed	-	£6,775.00	£6,775.00	£0.00
Cleaning and clothing	-	£1,240.00	£1,240.00	£0.00
Software	-	£2,248.00	£2,248.00	£0.00
Repairs and maintenance	-	£6,015.00	£6,015.00	£6,350.00
Bad debts	-	£2,021.00	£2,021.00	£0.00

IT Support	-	£2,250.00	£2,250.00	£2,874.00
Sundry expenses	-	£216.00	£216.00	£0.00
Charity Dinner	-	£5,622.00	£5,622.00	£0.00
Repairs and maintenance	-	£35,335.00	£35,335.00	£29,113.00
Teaching Resources	-	£5,933.00	£5,933.00	£4,376.00
Accountancy fees	-	£2,461.00	£2,461.00	£0.00
Donations	-	£240.00	£240.00	£0.00
Other legal and professional	-	£378.00	£378.00	£0.00
LNS Consultancy	-	£5,471.00	£5,471.00	£25,825.00
HMF Consultancy	-	£18,241.00	£18,241.00	£9,600.00
Other direct costs	-	£7,662.00	£7,662.00	£0.00
Interest payable	-	£3,866.00	£3,866.00	£2,588.00
	-	£352,259.00	£352,259.00	£417,682.00

BALANCE SHEET – As At 31 March 2020

	Notes	2020 £	2019 £
Fixed assets			
Land and buildings	1	£450,000.00	£450,000.00
		<u>£450,000.00</u>	<u>£450,000.00</u>
Current assets			
Cash at bank and in hand	2	£13,049.00	£22,227.00
		£13,049.00	£22,227.00
Creditors: amounts falling due within one year			
Other creditors		£6,235.00	£43,883.00
		<u>£6,235.00</u>	<u>£43,883.00</u>
Creditors: amounts falling due after more than one year			
ASCC		£33,270.00	£0.00
Other creditors		£10,408.00	£0.00
		<u>£43,678.00</u>	<u>£0.00</u>

NOTES TO THE FINANCIAL STATEMENTS

1. The Land and Buildings asset of £450,000 is reflected at historical cost in the financial statements with no depreciation being charged.

2.	Bank Account	Bank Balance
	Hameem Foundation - 7108	£7,890.19
	Hameem Business - 2511	£316.87
	Lady Nafisa - 0762	£3,864.16
	Lady Nafisa Business - 8760	£973.30
	Lady Nafisa Saving Account - 0770	£0.14
	Hameem Savings Account (1) - 3574	£0.62
	Hameem Savings Account (2) - 8551	£3.12
		<hr/> £13,049.00 <hr/>

Movement in Fund Analysis

<u>Incoming Resources</u>	<u>Restricted Funds</u>	<u>Unrestricted Funds</u>	<u>Funds 2020</u>	<u>Funds 2019</u>
Total Income	-	£337,051.30	£337,051.30	£388,602.00
TOTAL INCOMING RESOURCES	-	£337,051.30	£337,051.30	£388,602.00
Resources Expended				
Operating Expenses	-	£352,259.00	£352,259.00	£417,682.00
TOTAL RESOURCES EXPENDED	-	£352,259.00	£352,259.00	£417,682.00
NET MOVEMENT IN FUNDS	-	-£15,207.70	-£15,207.70	-£29,080.00
RECONCILIATION OF FUNDS				
TOTAL FUNDS Brought forward	-		£428,344.00	£457,424.00
NET MOVEMENT IN FUNDS	-		-£15,207.70	-£29,080.00
TOTAL FUNDS Carried forward	-		£413,136.30	£428,344.00

DECLARATION BY TRUSTEE'S

Strategic Partnership

HA MEEM FOUNDATION continues to maintain a strategic relationship with Noahs Ark(ASCC) a UK registered charity with similar objectives and aims. A memorandum of understanding which allows the sharing of resources and knowledge has been in place since inception. The charity has provided an interest free loan of £33,270.00 to Ha Meem Foundation.

Furthermore a strategic relationship has been entered into with a HMC another UK registered charity which shares similar objectives and aims.

Related party transactions

During the year no transactions were carried out with the trustees while they were holding an office.


Funds

Unrestricted funds comprised of those funds, which the trustees are free to use in accordance with the charity's objectives.

Restricted funds are funds, which have been given for particular purposes and projects.

Contingent Liabilities

The trustees are not aware of any contingent liabilities, which would affect these financial statements and the position of the charity as a whole.



DR RIZWAN SAEEM
CHAIRMAN
23/3/2021