

# DANESHOUSE ISLAMIC EDUCATION CENTRE

## TRUSTEES ANNUAL REPORT

1. The Trustees of Daneshouse Islamic Education Centre (DIEC) hereafter called the Centre, present their Annual Report and Financial Statements for the year ended **31<sup>st</sup> of December 2019**. The Trustees confirm that the report that has been prepared comply with the Charities Act 1993, as amended by Charities Act 2006, the trust deed and the Charities SORP 2005.

### 2. HISTORY & BACKGROUND / SERVICES :

Daneshouse Islamic Education Centre (DIEC) was established in **12<sup>th</sup> of June 2014** by the Trustees with the kind cooperation & assistance of the people of the local community in Burnley. The Centre was founded to provide:

- A Place of Worship.
- The 5 times daily congregational prayers.
- The Friday (Jumma) Prayers.
- Ramadan (Fasting) & Eid prayers.
- Ablution (Wadu) facilities.
- Madrassa (Arabic & Bengali) religious teaching classes for children.
- Adult religious teaching classes / Arabic classes.

### 3. ADMINISTRATIVE INFORMATION:

The administrative & reference information of the Centre are outlined as below:

- Name of Charity – Daneshouse Islamic Education Centre (DIEC)
- Registered Address – 53B Daneshouse Road, Burnley, BB10 1AF
- Charity Registration Number – **1160543**

### 4. GOVERNING DOCUMENT: (CONSTITUTION)

Daneshouse Islamic Education Centre (DIEC) is constituted as a Charity under Charity Registration Number **1160543**.

### 5. ORGANISATIONAL STRUCTURE & MANAGEMENT:

The Charity / Centre's Trustees are responsible for the general control, governance and management of the charity. The trustees volunteer, & give their time freely and receive no remuneration or other financial benefits.

The trustees meet together as a body, at least bi - monthly and are responsible for all decisions taken in relation to running the Centre and the community facilities and the activities provided by the Charity / Centre.

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The Trustees that served as officers during the Year Ending 31<sup>st</sup> of December 2019 are:

## MANAGEMENT STRUCTURE:

Chairman – Mr Muhammed Sher Ali

Secretary – Mr Sadar Uddin

Treasurer – Mr Angur Miah

## COMMITTEE MEMBERS:

Sufi Miah

Abdul Hoque

Shomuz Miah

Suruk Miah

Dr Muhammed Alamin

Rokon Choudary

Sujan Miah

Abdul Shahar

Moklis Miah

## 6. RECRUITMENT & APPOINTMENT OF TRUSTEES:

The existing Trustees are primarily responsible for the recruitment of new trustees to the Management Committee. In doing so, the trustees also seek:

- The views and recommendations of both elders and community leaders.
- The general membership of the Centre.
- Character references from nominated referees.

The Trustees are of the view that this recruitment approach will ensure that new Trustees selected are:

- High calibre individuals that can advance / contribute to the aims and objectives of the Centre.
- Respected members of the faith and local community that relate / sympathetic to the aims and objectives of the Centre.
- Skilful, diligent and knowledgeable in their areas of expertise.
- Willing to engage & participate in the operations of the Charity / Centre.
- Undergo training and familiarise themselves with the activities of the Charity.

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Following the recruitment process, newly selected Trustees are provided with further advice and guidance through an induction programme and only then formal appointment is made in the next Management Committee meeting of the Trustees.

## 7. RISK ASSESSMENT.

The trustees have assessed the risks the Centre faces and have drawn up a Risk Assessment Programme that identifies:

- The major risks by area of activity.
- The nature of those risks.
- The likelihood / potential of the risks occurring.
- The measures taken to manage / mitigate risk.

The Trustees review the risk(s) at their scheduled meetings. The Trustees are satisfied that strict systems are in place, to manage such risks that have been identified. In particular, insurance cover is in place and the finances of the Centre are kept under review.

Furthermore, appropriate Criminal Record Bureau (CRB) checks are carried out, supported by regularly reviewed policies, are made for all those who work (Personnel) with children or other vulnerable groups within Centre.

## 8. AIMS & OBJECTIVES OF THE CENTRE:

The aims & objectives of the Centre are to:

- TO ADVANCE THE ISLAMIC RELIGION IN BURNLEY FOR THE BENEFIT OF THE PUBLIC.
- HOLD DAILY CONGREGATIONAL PRAYERS, LECTURES, & SEMINARS.
- CELEBRATION OF ISLAMIC FESTIVALS.
- PROVIDE AFTER - SCHOOL HOMEWORK CLASSES FOR PUPILS.
- PRODUCE LITERATURE / PAMFLETS / BOOKLETS / LEAFETS ON ISLAM TO ENLIGHTEN PUBLIC & OTHERS ABOUT THE RELIGION / FAITH.
- PROMOTE / ADVANCE THE RELIGIOUS EDUCATION OF THE PUBLIC IN THE BURNLEY AREA, IN PARTICULAR THE BANGLADESHI AND PAKISTANI COMMUNITIES.
- PROVIDE AND ASSIST IN THE PROVISION OF FACILITIES SUCH AS A LIBRARY, STUDY ROOMS AND INTERNET / COMPUTER ACCESS / CLASSES.
- PROMOTE ARABIC, ENGLISH & BENGALI (MOTHER TONGUE) CLASSES.
- PROVIDE ENGLISH TUITION FOR NUMERACY & LITERACY CLASSES FOR BOTH CHILDREN & ADULTS (MEN & WOMEN)
- PROMOTE ADULT LITERACY & ORGANISE ENGLISH TUITION / CLASSES.
- PROVIDE JANAZA (ISLAMIC FUNERAL FACILITIES / SERVICES).



# **DANESHHOUSE ISLAMIC EDUCATION CENTRE**

## **9. ACCOUNTS OF THE CENTRE**

The accounts prepared for the Charity (Centre) are fully SORP compliant and include a Statement of Income & Expenditure with Balance Sheet and Notes to the Accounts. The Financial Statements (Accounts) distinguishes between Restricted & Unrestricted Funds and highlights both the income and expenditure incurred during the year, in particular the following:

- Sources of funds.
- Details of expenditure.

## **10. RESERVE POLICY:**

The Trustees have reviewed the reserves of the Centre and confirm as a Policy that the minimum reserves that are required to be held on account are broadly:

- (1) To sustain the activity of the Centre on a day to day basis.
- (2) To promote / advance the aims and objectives of the Centre.
- (3) To purchase the freehold interest of the property that the Centre operate from.

## **11. INVESTMENT POLICY:**

The Centre has no long term investment policy. The cash reserve / funds are held in Barclays Bank PLC.

## **12. MILESTONE / SIGNIFICANT EVENT / ACHIEVEMENT**

The Year Ending at 31<sup>st</sup> of December 2019 can be considered as a significant year for the Centre / Charity in that several major objectives were achieved to include the following:

- General painting and decorations of the premises and classrooms & prayer halls & Minor repairs were carried out in the property.

The Trustees extend their sincere gratitude to:

- The tutors and volunteers for their noble efforts afforded in this cause.
- Mr Sufi Miah for leading the refurbishment / remedial repair / upgrade initiative.
- All Committee Members, Imam and general members for their dedicated services.
- The general public and regular worshipers and users of the Centre.
- The donors & contributors.
- The tradesperson & all personnel connected with the renovation programme.

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The Trustees also express their gratitude to the users, & worshipers for their patience during the renovation process.

## 13. STATEMENT OF TRUSTEES:

The Trustees are responsible for the preparing of the Annual Report and Financial Statement of the Charity in accordance with applicable law & United Kingdom Applicable Standards (United Kingdom Generally Accepted Accounting Standards).

The law applicable to charities in England & Wales requires the Charity Trustees to prepare Financial Statements for each year which gives a true and fair view of the state of affairs of the income and expenses and application of resources of the charity for that period.


In preparing the Financial Statements, the Trustees are required to:

- Select accounting policies and then apply them consistently.
- Observe the methods of principles of SORP
- Make judgements & estimates that are reasonable and prudent.
- Prepare the Financial Statements on the going concern basis.

The Trustees are responsible for keeping proper accounting records and disclose with reasonable accuracy at any time of the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act of 1993, the Charities (Accounts & Reports) Regulations 2008 and the provisions of the trust deed. The Trustees are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention & detection of fraud and other irregularities.

The Trustees for the purpose of charity law that served as officers during the Year Ending 31<sup>st</sup> of December 2019, set out on page 1 to 4 hereby approve the Financial Statement that has been prepared.

Approved by the Board of Trustees and Signed on behalf by:

Signed.....

Mr Sadar Uddin

## SECRETARY

Daneshouse Islamic Education Centre (DIEC)  
51 – 53 Daneshouse Road  
Burnley  
Lancashire  
BB10 1AF

Date – 25<sup>th</sup> of September 2022.





CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Independent Examiner's Report on the Accounts

### Section A

### Independent Examiner's Report

Report to the trustees/  
members of

Charity Name

**Daneshouse Islamic Education Centre (DIEC)**

On accounts for the year  
ended

**31<sup>st</sup> of December 2019**

Charity no  
(if any)

**1160543**

Set out on pages

**3 to 7 of the Final Accounts**

3 to 6 (remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("The Trust") for the year ended **31/12/2019**.

Responsibilities and  
basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:

Date:

**25<sup>th</sup> of September  
2022**

Name:

**Mr Mohammed K Uddin**

Relevant professional  
qualification(s) or body  
(if any):

**Financial Accountant  
M K Uddin & Co**

Address:

**699 Whitworth Road**

**Rochdale**

**OL12 0TF**

**Section B****Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

N/A