

**Registration number 3228543**  
**Registered charity number 1057193**

**UK ALBANIAN MUSLIM COMMUNITY & CULTURAL CENTRE LTD**  
**Company limited by guarantee**

**Trustees' report and financial statements**

**for the year ended 31 July 2017**

**UK ALBANIAN MUSLIM COMMUNITY & CULTURAL CENTRE LTD**  
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**Charity information**

**Trustees who served during the year**

Chairman	Mr Qazim Ibishi
Vice chairman	Mr Samet Zejnullahu
Trustee	Mr Bahri Bojaj
Myfti	Mr Zymer Salih
Trustee	Mr Shefket Ismaili

Secretary	Mr Orhan Ramaxhiku
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Company number	3228543
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Charity number	1059473
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Registered office	88-90 Carlton Vale London NW6 5DA UK
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Independent Examiner	Meer & Company Chartered Accountants No.1 Cochrane house Admirals way Canary wharf London E14 9UD
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Bankers	HSBC
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## **UK ALBANIAN MUSLIM COMMUNITY & CULTURAL CENTRE LTD**

**Company limited by guarantee**

### **Report of the Trustees' for the year ended 31 July 2017**

The Trustees present their annual report and the financial statements for the year ended 31 July 2017 and confirm they comply with the Company Act 2006, Charities Act 2011, the trust deed and the Charities SORP 2005.

#### **Structure, governance and management**

##### **Governing document**

The organisation is a charitable company limited by guarantee, incorporated on 23 July 1996 and registered as a charity on 30 July 1996. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association.

##### **Organisational structure**

The Member's committee is responsible for the general control and management of the charity. The trustees meet together as a body monthly and are responsible for all decisions taken in relation to running the activities provided by the charity.

The day-to-day management of the Community Centre and community facilities and projects are delegated to staff.

##### **Recruitment and appointment of trustees**

The existing trustees are responsible for the recruitment of new trustees but in so doing the trustees seek the views and recommendations of both elders and community leaders. The trustees believe this approach ensures that new trustees are respected members of the faith and local communities and ensures that good relations are fostered between the Community Centre and members of the community that we serve.

In selecting new trustees, we seek to identify people who regularly attend events and functions organised by the charity and are willing to volunteer to help in our broader community work. Potential trustees are invited to attend trustees' meetings as observers and are given more details of the charity's aims and activities and, if all agree, they are then proposed as new trustees at the subsequent trustees' meeting. This process allows due consideration of the person's eligibility, personal competence, specialist knowledge and skills.

##### **Risk management**

The trustees have assessed the risks the charity faces and have drawn up a risk matrix which identifies the major risks by area of activity, the nature of those risks, the likelihood of the risks happening and the measures taken to manage them. The trustees review this risk matrix regularly at their meetings.

The trustees are satisfied that systems are in place, or arrangements are in hand, to manage the risks that have been identified. In particular, insurance cover is in place and the finances of the Community Centre are kept under review.

#### **Objectives and activities**

##### **Our aims**

Our charity's purpose as set out in the objects contained in the company's memorandum of association is to:

Advance the knowledge regarding Islamic religion,

Advance education in Islam,

Reduce poverty and



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**Report of the Trustees'  
for the year ended 31 July 2017**

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Help persons in need by such charitable means as the trustees shall from time to time determine.

**Our objectives**

Our objectives are set to reflect our faith and community aims. Each year our trustees review our objectives and activities to ensure they continue to reflect our aims. In carrying out this review the trustees have considered the Charity Commission's general guidance on public benefit and in particular its supplementary public guidance on the advancement of religion for the public benefit.

Our dual aims remain to provide a facility where attendees can worship and to provide a community facility for all the inhabitants of local area. Our long-term ambition is to build the self-confidence of Muslims in their faith, and through our community facilities and activities help make our area a peaceful, vibrant and harmonious community.

**Financial risk management objectives and policies**

We want to make our Community Centre an accessible and welcoming venue where all Muslims and those who wish to know more about our faith, can gather together to learn about the faith and worship. The Community Centre is open for daily prayers and the Friday prayers being a focus of our activities.

At our events we share the teachings of Islam and the nature of our faith. In addition we also hold an open week each year when we invite congregations from other faith groups to visit us and learn more about Islam.

An important part of our strategy is community welfare and education. All our community facilities and activities including classes, health initiatives and seminars are widely advertised and we welcome the participation of all in our local community. Most of our activities are free and supported by donations or grant funding. Where a charge is made, concessions are made for students, people on means-tested benefits and pensioners.

**Use of volunteers**

Volunteers are an important resource in both our faith and community work. Volunteers are involved in most of our faith and community activities regularly giving their time.

We encourage trustees and all members of our Community Centre to be involved in voluntary activities and to share their skills with others.

**Activities and achievements**

**How our activities deliver public benefit**

The charity carries out a wide range of activities in pursuance of its charitable aims. The trustees consider that these activities, summarized below, provide benefit both to those who worship at our Community Centre and the wider community.

**Religious activities**

Our Community Centre provides a center for our prayers and worship and for the activities associated with our faith. During the year under review, we offered a range of religious services and activities including:

**Prayers**

The Community Centre is open all day for daily and Friday prayers. During the week we have up to 100 people who regularly attend daily prayers and over 500 who regularly attend Friday prayers.

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**Report of the Trustees'  
for the year ended 31 July 2017**

..... continued

**Festivals**

The Community Centre prepares food during Ramadan for those attending the Centre who wishes to break their fast together. Eid was also celebrated at the Community Centre with a family day and communal meal.

**Funeral facilities**

We hold special classes to teach people how to proceed with Islamic burial procedures. The Community Centre at the moment does not provide a funeral service but we are in process of opening new Company which is going to operate under our Community Center so we hope that in near future we will be able to provide this service as well.

**Civil marriage and Nikkah**

The Community Centre provides Muslim couples with an appropriate location for both their civil marriage and Nikkah (Islamic marriage).

**Programme on the Qur'an**

We hold Qur'an classes' regularly in our premises.

**Islamic awareness**

We have provided series of lectures, open to all, to promote Islamic knowledge and awareness.

**Community activities**

Our community hall and rooms provide a valuable educational and recreational resource to all in our local community. A wide variety of activities are organised and take place from our community centre.

**Health seminars and consultations**

A Muslim GP occasionally provides a free health consultation at the Community Centre.

**Financial review**

**Reserves policy**

The trustees have reviewed the reserves of the charity. Their policy is to hold enough funds to meet three months' operating costs of the premises. The free reserves as at 31 July 2017 were £43,681 (£41,060 - 31 July 2016 ).

**Principal funding sources**

The charity's main source of income is giving at Friday prayers, membership and various donations. This level of voluntary giving is both generous and encouraging.

**Plans for future periods**

The community centre is too small to comfortably accommodate all those who regularly attend Friday prayers. The trustees have established, through consultation, that because regeneration of the area is taking place on the surrounding area, this is great chance for to find a donor or potential investor to invest/rebuild new center which would fulfil needs for more activities and services for wider communities.

The Community Centre is now too small to comfortably accommodate all those who regularly attend Friday prayers. The trustees have established, through consultation, that because regeneration of the area is taking place on the surrounding area, this is great chance for to find a donator or potential investor to invest/rebuild new center which would fulfil needs for more activities and services for wider communities.

We already started conversation with some companies regarding applying for Planning Permission which hopefully in nearer future will result in rebuilding the Center.



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**Report of the Trustees'  
for the year ended 31 July 2017**

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The Community Centre plans to organize Annual Family Fun Days which It includes barbecues, food stalls, book stalls, martial art & boxing exhibition, dawah table, talks by prominent Muslim personalities, ice-cream van, fair rides, paint facing, separate sisters section, mehndi artists, fire brigade, and lots more.

To start a program to train new Imams to meet the growing need for spiritual and moral leadership. We also plan to continue the series of events we hold and we will be inviting visiting Imams to our Community Centre who can share with us their learning and understanding of Islam and the teachings of the Qur'an.

We continue to place great importance on sharing a good understanding of Islam with other faith communities and gaining an understanding of their culture and traditions.

**Statement of Trustees' responsibilities**

The charity trustees are responsible for preparing an annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Act 2006 and the law applicable to charities in England and Wales requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing the financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures
- disclosed and explained in the financial statements;
- 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 proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006, Charities Act 2011 and the provisions of the trust deed.

They are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees for the purposes of charity law who served during the year and up to the date of this report are set out on charity information page.

Approved by the Trustees and signed on its behalf by:

ORHAN RAMAZHITU  
Secretary

Date: 27/04/2018

**UK ALBANIAN MUSLIM COMMUNITY & CULTURAL CENTRE LTD**

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**Independent examiners' report to the trustees of  
UK ALBANIAN MUSLIM COMMUNITY & CULTURAL CENTRE LTD**

I report on the accounts of the company for the year ended 31 July 2017.

**Respective responsibilities of Trustees and examiner**

The trustees (who are also the directors of the company for the purposes 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). The charity's gross income does not exceed £250,000 and I am qualified to undertake the examination by being a qualified member of ICAEW.

Having satisfied myself that the charity is not subject to audit under company law and in order to undertake an 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
- to state whether particular matters have come to my attention

**Basis of opinion**

My examination was carried out in accordance with General Directions given by the Charity Commissioners. 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 account, 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 next statement.


**Independent examiner's statement**

In connection with my examination, no matter 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



**Haroon Rafique - Chartered Accountant**

**For and on behalf of Meer & Company Chartered Accountants  
and Registered Auditor**

**Date : 27 April 2018**

**No.1 Cochrane house  
Admirals way  
Canary wharf  
London  
E14 9UD**



**UK ALBANIAN MUSLIM COMMUNITY & CULTURAL CENTRE LTD**

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**Statement of financial activities  
for the year ended 31 July 2017**

		Unrestricted funds	Restricted funds	Total Funds 2017	Total Funds 2016
	Notes	£	£	£	£
<b>Incoming resources</b>					
Incoming resources from generated funds:					-
Members/Individuals/Collections	2	60,959	-	60,959	55,714
Total incoming resources		60,959	-	60,959	55,714
<b>Resources expended</b>					
Cost of generating funds					
Charitable activities		(1,850)	-	(1,850)	(300)
Administrative costs	3	(58,044)	-	(58,124)	(49,145)
Total resources expended		(59,894)	-	(59,974)	(49,445)
<b>Net incoming resources before other recognised gains/ losses</b>		1,065	-	985	6,269
<b>Retained funds brought forward</b>		437,351	-	437,351	431,082
<b>Retained funds carried forward</b>		438,416	-	438,336	437,351
<b>Statement of total recognised gains and losses</b>				<b>Year ended 2017 £</b>	<b>Year ended 2016 £</b>
<b>Net incoming resources before other recognized gains/losses</b>		1,065	-	985	6,269
<b>Total recognised gains since last annual report</b>		1,065	-	985	6,269

The notes on pages 8 to 11 form an integral part of these financial statements.

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**Balance sheet**  
**as at 31 July 2017**

		2017	2016
	Notes	£	£
<b>Fixed assets</b>			
Tangible assets	5	395,155	396,791
<b>Current assets</b>			
Cash at bank and in hand		43,681	41,060
		43,681	41,060
<b>Creditors: amounts falling due within one year</b>	6	(500)	(500)
<b>Net current assets</b>		43,181	40,560
<b>Total assets less current liabilities</b>		438,336	437,351
<b>Net assets</b>		438,336	437,351
<b>Funds</b>			
Unrestricted income funds	7	438,336	437,351
<b>Total funds</b>	8	438,336	437,351

These accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 and the Financial Reporting Standard relating to small companies and constitute the annual accounts required by the Companies Act 2006 and are for circulation to members of the company.

The company is exempt from the requirements relating to preparing audited accounts in accordance with section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit of the accounts for the year in question in accordance with section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements were approved by the Board on 27 April 2018 and signed on its behalf by

Trustee

Registration number 07108914

ORHAN RAMAZANU  
 SECRETARY GENERAL  
 27/04/2018

The notes on pages 8 to 11 form an integral part of these financial statements.

**UK ALBANIAN MUSLIM COMMUNITY & CULTURAL CENTRE LTD**

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**Notes to the financial statements  
for the year ended 31 July 2017**

..... continued

**1. Accounting policies**

**1.1. Accounting convention**

The financial statements have been prepared in accordance with Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

**1.2. Incoming resources**

Unrestricted funds are donations and other incoming resources receivable or granted for the objects of the charity without further specified purpose and are available as general funds.

**1.3. Tangible fixed assets and depreciation**

Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life.

Fixtures, fittings  
and equipment - 20% Straight Line

**2. Income**

The total income of the charity for the year has been derived from its principal activity wholly undertaken in the UK.

	<b>Unrestricted Funds</b>	
	<b>Year</b>	<b>Year</b>
	<b>ended</b>	<b>ended</b>
	<b>31/07/17</b>	<b>31/07/16</b>
Members/Individuals/Collections	60,959	55,714



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**Notes to the financial statements**  
**for the year ended 31 July 2017**

		<b>Unrestricted Funds</b>	
		<b>Year ended</b>	<b>Year ended</b>
		<b>2017</b>	<b>2016</b>
		<b>£</b>	<b>£</b>
<b>3. Administration Expenses</b>			
Wages and salaries		45,773	35,230
Rates		3,129	2,283
Insurance		1,011	844
Light and heat		4,981	5,443
Printing, postage, stationery & advertising		543	550
Telephone		367	572
Legal and professional		-	365
Accountancy		600	600
Bank charges		-	-
Depreciation on FF & Equipment		1,636	2,045
		<u>58,124</u>	<u>49,145</u>
<b>4. Trustees' remuneration</b>		<b>2017</b>	<b>2016</b>
		<b>£</b>	<b>£</b>
following trustees were paid for their services			
Mr Bahri Bojaj		<u>5,160</u>	<u>5,070</u>
<b>5. Tangible fixed assets</b>			
	<b>Land and buildings freehold</b>	<b>Fixtures, fittings and equipment</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Cost</b>			
At 1 August 2016	388,612	21,700	410,312
At 31 July 2017	<u>388,612</u>	<u>21,700</u>	<u>410,312</u>
<b>Depreciation</b>			
At 1 August 2016	-	13,521	13,521
Charge for the year	-	1,636	1,636
At 31 July 2017	<u>-</u>	<u>15,157</u>	<u>15,157</u>
<b>Net book values</b>			
At 31 July 2017	<u>388,612</u>	<u>6,543</u>	<u>395,155</u>
At 31 July 2016	<u>388,612</u>	<u>8,179</u>	<u>396,791</u>

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**Notes to the financial statements**  
**for the year ended 31 July 2017**

..... continued

<b>6. Creditors: amounts falling due within one year</b>	<b>2017</b>	<b>2016</b>
	<b>£</b>	<b>£</b>
Other creditors	500	500
	<u>          </u>	<u>          </u>
 <b>7. Funds</b>		
	<b>Unrestricted Funds</b>	<b>Total</b>
	<b>£</b>	<b>£</b>
At 1 August 2016	437,351	437,351
Net income for the year	985	985
At 31 July 2017	<u>438,336</u>	<u>438,336</u>
 <b>8. Reconciliation of movements in total trust funds</b>	<b>2017</b>	<b>2016</b>
	<b>£</b>	<b>£</b>
Incoming resources for the year	985	6,269
Net addition to funds	985	6,269
Opening trust funds	437,351	431,082
Closing trust funds	<u>438,336</u>	<u>437,351</u>