

BURY PARK EDUCATIONAL INSTITUTE
REPORT AND ACCOUNTS
FOR THE YEAR ENDED
31 August 2017

Charity Number: 1118199

BURY PARK EDUCATIONAL INSTITUTE
For year ended 31 August 2017
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BURY PARK EDUCATIONAL INSTITUTE
For year ended 31 August 2017
Charity Information

Trustees:	Mr Abul Hussain Dr M R Amin Mr M S Ali	Trustee Trustee Trustee
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Charity Number:	1118199
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Principal Office:	82-86 Dunstable Road Luton Bedfordshire LU1 1EH
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Accountant:	Vertex Accountants Chaucer House (Top Floor) 134 Biscot Road Luton Bedfordshire LU3 1AX
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Bank:	Lloyds Bank Plc 60 George Street Luton Bedfordshire LU1 2BB
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BURY PARK EDUCATIONAL INSTITUTE

Trustees report for the year ended 31 August 2017

The trustees are pleased to present their report together with the financial statements of the charity for the year ending 31 August 2017.

The board of trustees are satisfied with the performance of the charity during the year and the position at **31 August 2017** 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:

- The Furtherance of The Religion of Islam Throughout the World in Any Manner, Which Now Is, Or Hereafter May Be Deemed by Law to Be Charitable.
- The Advance the Religion of Islam As Practised by Those Defined in Clause A 3, and The Observances That Serve to Promote and Manifest It.
- The Furtherance of The Education of Young People, In Particular Muslims, Through the Establishment and Maintenance of A School Or Schools In Any Manner Which Now Is Or Hereafter May Be Deemed By Law To Be Charitable, Including Full-Time Islamic Education And The School To Teach Shariah Law As Defined In Clause A 4.
- To Promote General Charitable Purposes In Accordance With The Law of England And Wales and Particularly Within the Shari'ah (Islamic Law).
- A) To Provide the Necessary Facilities for The Daily Care, Recreation and Education of Children During Out of Hours and School Holidays, Which Is Now, Or Hereafter May Be Deemed by Law to Be Charitable.
B) To Advance the Education and Training of The Persons in The Provision of Such Care, Education and Recreation Facilities.
- The Furtherance of Education of Young People, In Particular Muslims, Through the Establishment And Maintenance Of A Higher Educational Institute And Or A Darul Uloom In A Manner Which Is Now Or Hereafter May Be Deemed By Law To Be Charitable.

Public benefit statement

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

BURY PARK EDUCATIONAL INSTITUTE

Trustees report for the year ended 31 August 2017

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 to review & set a cost-effective fee structure to generate income to assist in the key aims and long-term goal of attaining self-sufficiency.
- Undertook staff reviews and assessed staff to ascertain key development areas.
- 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 safeguarding and implement the prevent duty
- 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.
- Raised standards which resulted in facilitating improved GCSE results.
- Improved SMSC, British Values and participation in public life.

Review of charitable activities undertaken by the charity

The main activities during the year were:

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

BURY PARK EDUCATIONAL INSTITUTE

Trustees report for the year ended 31 August 2017

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 are carried out by the general manager. There are 31 full time and 25 part time employees plus a number of volunteers and trainees. The Trustees undertake all final decisions with implementation being delegated amongst each other and the General Manager.

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.

BURY PARK EDUCATIONAL INSTITUTE

Trustees report for the year ended 31 August 2017

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 £520,029 (2016: £588,060).

The total unrestricted reserves at the year-end stand at £62,707.

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 28/06/2018.



Mr Abul Hussain

Trustee

**Report to trustee on preparation of the unaudited accounts of
BURY PARK EDUCATIONAL INSTITUTE
For year ended 31 August 2017
Charity No: 1118199**

Independent Examiners Report on the Accounts

Report to the trustees/member of:	Bury Park Educational Institute
On accounts for year ended:	31 August 2017
Charity No:	1118199
Set out on pages:	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



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134 Biscot Road
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LU3 1AX

BURY PARK EDUCATIONAL INSTITUTE
STATEMENT OF FINANCIAL ACTIVITIES
For year ended 31 August 2017

	Notes	Unrestricted Funds	Restricted Funds	Total Funds 2017	Last Year Total Funds 2016
		£	£	£	£
Incoming Resources	2				
Grant and Donations		13,664	-	13,664	14,853
Parental Contributions & Students Fees		506,365	-	506,365	453,207
Investment Income		-	-	-	120,000
Total incoming resources		<u>520,029</u>	<u>-</u>	<u>520,029</u>	<u>588,060</u>
Resources Expended	3				
Cost of charitable Activities		698,352	-	698,352	567,605
Governance costs		2,400	-	2,400	2,400
Total resources expended		<u>700,752</u>	<u>-</u>	<u>700,752</u>	<u>570,005</u>
ing/(outgoing) resources before transfers		(180,723)	-	(180,723)	(15,069)
Gross transfers between funds					-
as before other recognised gains/(losses)		(180,723)	-	(180,723)	(15,069)
Other recognised gains/ (losses)					
1 of fixed assets for the charity's own use		243,430	-	243,430	268,717
Gain and losses on investment assets					-
Net movement in funds		<u>62,707</u>	<u>-</u>	<u>62,707</u>	<u>253,648</u>
Reconciliation of Funds:					
Total funds, brought forward		243,430			(10,218)
Total funds, carried forward		<u>62,707</u>	<u>-</u>	<u>62,707</u>	<u>243,430</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 13 form an integral part of these accounts

BURY PARK EDUCATIONAL INSTITUTE
Balance Sheet as at 31 August 2017

	Notes	£	2017 £	£	2016 £
The assets and liabilities of the charity:					
Fixed Assets					
Tangible assets	5		1,228,328		1,220,716
Total fixed assets			<u>1,228,328</u>		<u>1,220,716</u>
Current Assets					
Debtors	6		-		-
Cash in hand and at Bank		10,823		185,940	
		<u>10,823</u>		<u>185,940</u>	
Creditors					
Amounts falling due within one year	7	- 62,753	-	51,260	
Net Current Assets			- 51,930		134,680
Total assets less current liabilities			<u>1,176,398</u>		<u>1,355,396</u>
 Creditors: amounts falling due after more than one year	8		- 1,113,691		- 1,111,966
Total Net Assets			<u>62,707</u>		<u>243,430</u>
Total Funds of the Charity					
Unrestricted funds	-	206,010	-	25,287	
Revaluation reserve Movement		268,717		268,717	
Total charity funds			<u>62,707</u>		<u>243,430</u>

These Accounts were approved by the Trustees on 28th June 2018.



Mr Abul Hussain

Trustee

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

BURY PARK EDUCATIONAL INSTITUTE

Notes to the Accounts

For the Year Ended 31 August 2017

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, Statement 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 help The 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 of resources. 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 trustee 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.

	2017 £	2016 £
2 Incoming resources		
Voluntary Income		
General Donations	13664	14853
	<u>13664</u>	<u>14853</u>
Charitable activities		
College Fees	506364	453,207
Other	0	0
	<u>506364</u>	<u>453207</u>
Investment Income		
Rental Income received	0	120,000
	<u>0</u>	<u>120,000</u>
	<u>520028</u>	<u>588,060</u>
 3 Resources expenses Charitable activities		
Gross Salaries / Staff Cost	424326	389212
Materials & Teaching Aids	9614	3920
Contractors	64134	33124
Events & Activities	726	6050
Ofsted & Exam Fees	14750	32698
	<u>513550</u>	<u>465004</u>
Premises Cost		
Rates	3100	1241
Light & Heat	20338	5920
Repairs and maintenance	7687	5190
Cleaning	0	0
	<u>31125</u>	<u>12351</u>
Administrative expenses		
Telephone and fax	2364	1438
Bank charges	230	348
Equipment expensed	10803	10014
Health and Safety Costs	6253	4591
Insurance	6977	941
IT & Software	3468	2000
Stationery and Printer Supplies	19856	13300
Fees, Subscriptions & Compliance	2804	1005
Depreciation	47291	40092
	<u>100046</u>	<u>73729</u>
Support Cost		
Staff training & welfare	1212	1223
Advertising and PR	1526	1878
	<u>2738</u>	<u>3101</u>
Others		
Sporting & PE	24092	23583
Other legal and professional	2036	1277
Interest	7676	12277
Employer's National Insurance	17089	9406
	<u>50893</u>	<u>46543</u>
Governance Costs		
Accountancy / Internal Examiner	2400	2400
	<u>2400</u>	<u>2400</u>
	<u>700752</u>	<u>603128</u>
 4. Staff Costs and Emoluments		
Gross Salaries	424326	389212
Employer's National Insurance	17089	9406
	<u>441415</u>	<u>398618</u>

5. Tangible fixed assets

				2017	2016
	Freehold Property	Plant & Machinery	Motor Vehicles		
Asset cost, Valuation or revalued amount					
At 01 September	1257036	94721	4000	1,355,757	1,005,421
Additions	13216	32337	9350	54903	81,619
Revaluation	0	0	0	0	268,717
At 31 August	<u>1270252</u>	<u>127058</u>	<u>13350</u>	<u>1410660</u>	<u>1,355,757</u>
Accumulated depreciation and impairment					
At 01 September	82176	49864	3000	135,040	94,948
Charge for the year	25405	19298	2588	47291	40,092
At 31 August	<u>107581</u>	<u>69162</u>	<u>5588</u>	<u>182331</u>	<u>135,040</u>
Net book value				<u>1228329</u>	<u>1,220,717</u>
<i>All assets are used for charitable purposes</i>					

6. Creditors amounts falling due within one year

Trade creditors	4632	17,885
PAYE and NI	58121	33,375
	<u>62753</u>	<u>51,260</u>

7. Creditors amounts falling due after one year

Bank Loan	238775	262,161
Qarze Hasana	874916	849,806
	<u>1113691</u>	<u>1,111,967</u>

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

8. Analysis of the net movement in funds

Net movement in funds from statement of financial
activities

Net movement in funds available for future activities

Tangible fixed assets	1228328	1,220,717
Current assets	10823	185,940
Current liabilities	-62753	-51,260
Long term liabilities	-1113691	-1,111,967
Total Funds	<u>62707</u>	<u>243,430</u>

*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.