

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 March 2018
for
Qu'ran Academy Bristol

Sterling
67 Uppingham Road
Leicester
Leicestershire
LE5 3TB

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The trustees present their report with the financial statements of the charity for the year ended 31 March 2018. The trustees have adopted the provisions of Accounting and Reporting by Charities: 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).

OBJECTIVES AND ACTIVITIES

Objectives and aims

Qur'an Academy Bristol (QAB) is a registered charity primarily established with the objective of teaching proper recitation of the Qur'an for the benefits of community.

- (i) Advance the Quran teaching for the benefit of the public by facilitating educational classes, conferences, events and lecture tours.
- (ii) Advance the Quran education of children who otherwise would be excluded from opportunity of learning and understanding of religious rites, rituals and texts.
- (iii) To advance the education and empowering of women by providing free evening classes and seminars covering a range of social topics.
- (iv) To promote equality of opportunity and good relations between persons of different racial groups.
- (v) To advance the education of all aged children and for such other charitable purposes as the committee hereafter mentioned may from time to time decide.

The strategies employed to meet these objectives included the following:

- Providing range of services that support the development and strengthening of the Organisations
- Promoting high quality standard by encouraging the formulation and implementation of good practice and procedures within Organisations
- Enabling Organisation to effectively deliver appropriate, adequate and accessible services to improve the quality of life of the communities in different regions.
- Encouraging community representation on policy level decision making
- Identifying areas of unmet service needs through participatory research and information gathering
- Linking with mainstream statutory and voluntary agencies and promoting programmes to redress discrimination and create wider awareness of socio-cultural needs of community and ways of meeting these needs
- Facilitating strategic partnership with other agencies to secure the widest range of services are available that best matches the needs of community.

Achievements and Performance

Quran Academy has been serving the community since it was established in 2007. The academy has shown its achievement from its very humble beginnings teaching children from a converted garage, with help and support of community, today Quran Academy is running 2 educational centres in Bristol and also in Cardiff.

As last year, 2017-2018 was very busy year for Quran Academy. To highlights activities and achievements in this year Quran academy have divided those activities into following 10 separate areas.

- 1) Prayer facilities
- 2) Children's week day classes
- 3) Children's weekend classes
- 4) Children's holiday clubs
- 5) Adult Courses & Events
- 6) Working with local community
- 7) Quran Tours
- 8) Lecture tours
- 9) Women's Lecture Tours
- 10) Women's Classes & Events

Quran academy has provided excellent prayer facilities to local community by organising 5 daily prayers, Ramadhan prayers, Friday prayers etc.

Quran academy organised and delivered events / courses with over 1000 people attending and benefitting.

Quran academy also runs children clubs in holidays to focused on prayers and good manners.

OBJECTIVES AND ACTIVITIES

Public benefit

The Trustees have given due regard to guidance published by the charity commission on public benefit to continue its registration with the Charity Commission.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated charity.

The Academy was constituted by a constitution formally adopted on the 10th July 2007. The aims of the Academy is to promote the authentic Qur'an teaching to all members of the Muslim community; to provide the best Qur'an study program for children of all ages and of different capabilities; and to promote Qur'an studies through educational classes, conferences, activities, trips, publications, etc.

Recruitment and appointment of new trustees

Due to the nature of the organisation's objects, much of the charity work inevitably focuses upon Muslim communities. To enhance the potential pool of trustees the charity has, through networking with other diverse Muslim organisations, sought to identify individuals with skills who would be willing to become members of the organisation and use their own experience to assist the charity.

The more traditional business and community development skills are well represented on the trustee board. In an effort to maintain this broad skill mix, members of the trustee board are requested to provide a list of their skills and in the event of particular skills being lost due to retirement; individuals are approached to offer themselves for election to the trustee board to replace particular skills.

Organisational structure

The Academy has a Committee of up to 6 members who meet quarterly and are responsible for the strategic direction and policy of the charity. At present the Committee has 6 members from a variety of professional backgrounds relevant to the work of the charity.

A scheme of delegation is in place and day-to-day responsibility for the provision of the services rest with the centre manager. The committee has 4 office bearers (trustees) President, Secretary General, Treasurer and Centre Manager to deal with the operational strategic matters of the organisation. The President is responsible for ensuring that the charity delivers the services specified and that key performance indicators are met with close collaboration with the Centre Manager. In addition 2 full time Imams/teachers, and 3 parttime teachers were employed.

Induction and training of new trustees

Most trustees are already familiar with the practical work of the charity and are offered training on various governance/ financial matters.

New trustees are briefed at the beginning of their term at the first trustee meeting held after the AGM on the working of the charity covering:

- The obligations of committee members
- The current financial position as set out in the latest published accounts.
- Future plans and objectives.
- All committee members are given job descriptions that clearly specify their roles and responsibilities
- Risk Management

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The trustees have conducted a review of the major risks to which the charity is exposed. Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety of staff, volunteers, clients and visitors to the organisation.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1139950

Principal address

Littleton Street
Easton
Bristol
BS5 6BP

Trustees

Yasmin Khan	Trustee
Mobin Malik	President/Trustee
Adnan Jafar	Secretary /Trustee
Mohamed Khan	Treasurer /Trustee
Perveen Mahmood	Trustee
Nagib Khan	Centre Manager

Independent examiner

B M Kotecha
Sterling

67 Uppingham Road
Leicester
Leicestershire
LE5 3TB

Approved by order of the board of trustees on 20 December 2018 and signed on its behalf by:

Mohamed Khan - Trustee

Independent Examiner's Report to the Trustees of
Qu'ran Academy Bristol

Independent examiner's report to the trustees of Qu'ran Academy Bristol

I report to the charity trustees on my examination of the accounts of the Qu'ran Academy Bristol (the Trust) for the year ended 31 March 2018.

Responsibilities and basis of report

As the charity trustees of the Trust 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 Act and in carrying out my examination I have followed all 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.

B M Kotecha
Sterling
67 Uppingham Road
Leicester
Leicestershire
LE5 3TB

20 December 2018

Statement of Financial Activities
for the Year Ended 31 March 2018

		31.3.18 Unrestricted fund £	31.3.17 Total funds £
	Notes		
INCOME AND ENDOWMENTS FROM			
Donations and legacies	2	103,722	131,180
Other trading activities	3	34,225	32,453
Investment income	4	14,650	14,401
Total		152,597	178,034
 EXPENDITURE ON			
Raising funds	5	74,927	97,541
Charitable activities	6		
Donation		3,000	8,079
Other		8,078	7,891
Total		86,005	113,511
 NET INCOME		66,592	64,523
 RECONCILIATION OF FUNDS			
Total funds brought forward		567,438	502,915
 TOTAL FUNDS CARRIED FORWARD		634,030	567,438

Qu'ran Academy Bristol

Balance Sheet

At 31 March 2018

	Notes	31.3.18 Unrestricted fund £	31.3.17 Total funds £
FIXED ASSETS			
Tangible assets	10	844,401	594,251
CURRENT ASSETS			
Debtors	11	7,623	-
Cash at bank and in hand		16,358	36,523
		<u>23,981</u>	<u>36,523</u>
CREDITORS			
Amounts falling due within one year	12	(234,352)	(63,336)
NET CURRENT ASSETS/(LIABILITIES)		<u>(210,371)</u>	<u>(26,813)</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		634,030	567,438
NET ASSETS		<u>634,030</u>	<u>567,438</u>
FUNDS			
Unrestricted funds		634,030	567,438
TOTAL FUNDS		<u>634,030</u>	<u>567,438</u>

The financial statements were approved by the Board of Trustees on 20 December 2018 and were signed on its behalf by:

Mohamed Khan -Trustee

The notes form part of these financial statements

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: 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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. 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.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Freehold property	- not provided
Fixtures and fittings	- 25% on reducing balance

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. DONATIONS AND LEGACIES

	31.3.18	31.3.17
	£	£
Gifts	(1)	-
Donations	98,473	131,180
Gift aid	5,250	-
	<hr/>	<hr/>
	103,722	131,180
	<hr/>	<hr/>

3. OTHER TRADING ACTIVITIES

	31.3.18	31.3.17
	£	£
Educational Classes	34,225	32,453
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Notes to the Financial Statements - continued
for the Year Ended 31 March 2018

4. INVESTMENT INCOME

	31.3.18	31.3.17
	£	£
Rents received	14,650	14,400
Bank Interest	-	1
	<u>14,650</u>	<u>14,401</u>

5. RAISING FUNDS

Raising donations and legacies

	31.3.18	31.3.17
	£	£
Staff costs	45,595	49,913
Rates and water	1,831	2,182
Insurance	408	2,032
Light and heat	7,809	5,779
Study material / booklets	2,066	5,652
Motor and travelling	2,698	4,001
Repairs and renewals	3,746	10,981
General expenses	6,097	9,246
Bank charges	364	404
Events / Adverts / Web costs	2,035	5,473
Cleaning	1,903	1,293
Sundry expenses	375	585
	<u>74,927</u>	<u>97,541</u>

6. CHARITABLE ACTIVITIES COSTS

	Direct costs	Totals
	£	£
Donation	<u>3,000</u>	<u>3,000</u>

7. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2018 nor for the year ended 31 March 2017.

Trustees' expenses

The Trustees were re-imbrused expenses of £0 (2017- £945) during the year.

8. STAFF COSTS

The average monthly number of employees during the year was as follows:

	31.3.18	31.3.17
	5	5
Teachers / Centre Manager	<u>5</u>	<u>5</u>

No employees received emoluments in excess of £60,000.

9. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £
INCOME AND ENDOWMENTS FROM	
Donations and legacies	131,180
Other trading activities	32,453
Investment income	14,401
Total	178,034
EXPENDITURE ON	
Raising funds	97,541
Charitable activities	
Donation	8,079
Other	7,891
Total	113,511
NET INCOME	64,523
RECONCILIATION OF FUNDS	
Total funds brought forward	502,915
TOTAL FUNDS CARRIED FORWARD	567,438

10. TANGIBLE FIXED ASSETS

	Freehold property £	Improvements to property £	Fixtures and fittings £	Computer equipment £	Totals £
COST					
At 1 April 2017	583,951	5,000	19,072	1,441	609,464
Additions	240,414	6,705	5,642	-	252,761
At 31 March 2018	824,365	11,705	24,714	1,441	862,225
DEPRECIATION					
At 1 April 2017	-	-	14,629	584	15,213
Charge for year	-	-	2,446	165	2,611
At 31 March 2018	-	-	17,075	749	17,824
NET BOOK VALUE					
At 31 March 2018	824,365	11,705	7,639	692	844,401
At 31 March 2017	583,951	5,000	4,443	857	594,251

Notes to the Financial Statements - continued
for the Year Ended 31 March 2018

11. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.18	31.3.17
	£	£
Other debtors	7,623	-
	<u>7,623</u>	<u>-</u>

12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.18	31.3.17
	£	£
Other loans (see note 13)	225,750	55,750
Trade creditors	1,149	2,269
Social security and other taxes	1,540	(5)
Other creditors	1,144	1,144
Accrued expenses	4,769	4,178
	<u>234,352</u>	<u>63,336</u>

13. LOANS

An analysis of the maturity of loans is given below:

	31.3.18	31.3.17
	£	£
Amounts falling due within one year on demand:		
Other loans	225,750	55,750
	<u>225,750</u>	<u>55,750</u>

14. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2018.

15. OTHER LOANS

These are short term loans from the members and well-wishers, and are interest free and repayable on demand. These were advanced to the Academy to facilitate the purchase of the functional properties.

Detailed Statement of Financial Activities
for the Year Ended 31 March 2018

	31.3.18 £	31.3.17 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Gifts	(1)	-
Donations	98,473	131,180
Gift aid	5,250	-
	<hr/>	<hr/>
	103,722	131,180
Other trading activities		
Educational Classes	34,225	32,453
Investment income		
Rents received	14,650	14,400
Bank Interest	-	1
	<hr/>	<hr/>
	14,650	14,401
Total incoming resources	<hr/>	<hr/>
	152,597	178,034
EXPENDITURE		
Raising donations and legacies		
Wages	45,595	49,913
Rates and water	1,831	2,182
Insurance	408	2,032
Light and heat	7,809	5,779
Study material / booklets	2,066	5,652
Motor and travelling	2,698	4,001
Repairs and renewals	3,746	10,981
General expenses	6,097	9,246
Bank charges	364	404
Events / Adverts / Web costs	2,035	5,473
Cleaning	1,903	1,293
Sundry expenses	375	585
	<hr/>	<hr/>
	74,927	97,541
Charitable activities		
Donations	3,000	8,079
Other		
Postage, Stationary & Telephone	2,392	3,847
Legal & Professional fees	3,075	2,456
Depreciation	2,611	1,588
	<hr/>	<hr/>
	8,078	7,891
Total resources expended	<hr/>	<hr/>
	86,005	113,511

Qu'ran Academy Bristol

Detailed Statement of Financial Activities
for the Year Ended 31 March 2018

	31.3.18 £	31.3.17 £
	<hr/>	<hr/>
Net income	66,592	64,523
	<hr/> <hr/>	<hr/> <hr/>