

**BURY PARK EDUCATIONAL INSTITUTE**  
**REPORT AND ACCOUNTS**  
**FOR THE YEAR ENDED**  
**31 August 2018**

**Charity Number: 1118199**

**BURY PARK EDUCATIONAL INSTITUTE**  
**For year ended 31 August 2018**  
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**BURY PARK EDUCATIONAL INSTITUTE**  
**For year ended 31 August 2018**  
**Charity Information**

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Trustees:	Mr Abul Hussain Dr M R Amin Mr M S Ali	Chairman 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 McKenzie House (Top Floor) 110-112 Leagrave Road Luton Bedfordshire LU4 8HX
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Bank:	Barclays Bank Plc 28 George Street Luton Bedfordshire LU1 2AX
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# BURY PARK EDUCATIONAL INSTITUTE

## Trustees report for the year ended 31 August 2018

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The trustees are pleased to present their report together with the financial statements of the charity for the year ending 31 August 2018.

The board of trustees are satisfied with the performance of the charity during the year and the position at **31 August 2018** 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 2018**

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### **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 2018**

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### **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 2018**

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### **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 £641,116 (2017: £520,029).

The total unrestricted reserves at the year-end stand at -£93163

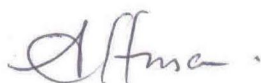
### **Statement of Trustees' Responsibilities**

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 28/06/2019.



Mr Abul Hussain

Chairman

**Report to trustee on preparation of the unaudited accounts of  
BURY PARK EDUCATIONAL INSTITUTE  
For year ended 31 August 2018  
Charity No: 1118199**

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**Independent Examiners Report on the Accounts**

**Report to the trustees/member of:**  
**On accounts for year ended:**  
**Charity No:**  
**Set out on pages:**

Bury Park Educational Institute  
31 August 2018  
1118199  
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



Vertex Accountants  
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110-112 Leagrave Road  
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Bedfordshire  
LU4 8HX



**BURY PARK EDUCATIONAL INSTITUTE**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
For year ended 31 August 2018

	Notes	Unrestricted Funds	Restricted Funds	Total Funds 2018	Last Year Total Funds 2017
		£	£	£	£
<b>Incoming Resources</b>	2				
Grant and Donations		12,618	-	12,618	13,664
Parental Contributions & Students Fees		628,498	-	628,498	506,365
<b>Total incoming resources</b>		<u>641,116</u>	<u>-</u>	<u>641,116</u>	<u>520,029</u>
<b>Resources Expended</b>	3				
Cost of charitable Activities		794,585	-	794,585	698,352
Governance costs		2,400	-	2,400	2,400
<b>Total resources expended</b>		<u>796,985</u>	<u>-</u>	<u>796,985</u>	<u>700,752</u>
Net incoming/(outgoing) resources before transfers		(155,870)	-	(155,870)	(180,723)
Gross transfers between funds					-
Net incoming/(outgoing) resources before other recognised gains/(losses)		(155,870)	-	(155,870)	(180,723)
<b>Other recognised gains/ (losses)</b>					
Gains and losses on revaluation of fixed assets for the charity's own use					243,430
Gain and losses on investment assets		-	-	-	-
<b>Net movement in funds</b>		<u>(155,870)</u>	<u>-</u>	<u>(155,870)</u>	<u>62,707</u>
<b>Reconciliation of Funds:</b>					
Total funds, brought forward		62,707	-	62,707	
Total funds, carried forward		<u>(93,163)</u>	<u>-</u>	<u>(93,163)</u>	<u>62,707</u>

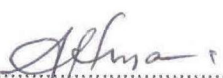
The net movement in funds referred to above is the net incoming resources as defined in the statements of recommended practice for of Accounting and Reporting issued by the Charity Commission for England & Wales and is reconciled to the total funds as shown in the Balance Sheet on page 9 as required 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 2018**

	Notes	£	2018 £	£	2017 £
<b>The assets and liabilities of the charity:</b>					
<b>Fixed Assets</b>					
Tangible assets	5		1,213,225		1,228,328
<b>Total fixed assets</b>			<u>1,213,225</u>		<u>1,228,328</u>
<b>Current Assets</b>					
Debtors	6	-	-	-	-
Cash in hand and at Bank		53,922		10,823	
		<u>53,922</u>		<u>10,823</u>	
<b>Creditors</b>					
Amounts falling due within one year	7	- 94,668	- 62,753	- 51,930	
Net Current Assets			- 40,746	- 51,930	
Total assets less current liabilities			<u>1,172,479</u>	<u>1,176,398</u>	
Creditors: amounts falling due after more than one year	8	- 1,265,642	- 1,113,691		
<b>Total Net Assets</b>			<u>- 93,163</u>	<u>62,707</u>	
<b>Total Funds of the Charity</b>					
Unrestricted funds B/F			62,707	206,010	
Revaluation reserve Movement				268,717	
Net movement in funds			- 155,870		
<b>Total charity funds</b>			<u>- 93,163</u>	<u>62,707</u>	

These Accounts were approved by the Trustees on 28th June 2019.

  
 .....  
**Mr Abul Hussain**

Chairman

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 2018**

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#### **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.

	2018 £	2017 £
<b>2 Incoming resources</b>		
Voluntary Income		
General Donations	12618	13664
	<u>12618</u>	<u>13664</u>
<b>Charitable activities</b>		
College Fees	628498	506,364
Other	0	0
	<u>628498</u>	<u>506364</u>
<b>Investment Income</b>		
Rental Income received	0	0
	<u>0</u>	<u>0</u>
	<u>641116</u>	<u>520,028</u>
<b>3 Resources expenses Charitable activities</b>		
Gross Salaries / Staff Cost	518882	424326
Materials & Teaching Aids	5495	9614
Contractors	36142	64134
Events & Activities	3864	726
Ofsted & Exam Fees	36942	14750
	<u>601325</u>	<u>513550</u>
<b>Premises Cost</b>		
Rates	6134	3100
Light & Heat	17497	20338
Repairs and maintenance	2658	7687
Cleaning	3945	0
	<u>30234</u>	<u>31125</u>
<b>Administrative expenses</b>		
Telephone and fax	2613	2364
Bank charges	202	230
Equipment expensed	17755	10803
Health and Safety Costs	5405	6253
Insurance	5813	6977
IT & Software	3210	3468
Stationery and Printer Supplies	15259	19856
Fees, Subscriptions & Compliance/Pensions	7505	2804
Depreciation	42516	47291
	<u>100278</u>	<u>100046</u>
<b>Support Cost</b>		
Staff training & welfare	3619	1212
Advertising and PR	1158	1526
	<u>4777</u>	<u>2738</u>
<b>Others</b>		
Sporting & PE	22960	24092
Other legal and professional	1405	2036
Interest	7305	7676
Employer's National Insurance	25428	17089
	<u>57098</u>	<u>50893</u>
<b>Governance Costs</b>		
Accountancy / Internal Examiner	2400	2400
	<u>2400</u>	<u>2400</u>
	<u>2400</u>	<u>700752</u>
<b>4. Staff Costs and Emoluments</b>		
Gross Salaries	518882	424326
Employer's National Insurance	25428	17089
	<u>544310</u>	<u>441415</u>

**5. Tangible fixed assets**

				2018	2017
	Freehold Property	Plant & Machinery	Motor Vehicles		
<b>Asset cost, Valuation or revalued amount</b>					
At 01 September	1270252	127058	13350	1,410,660	1,355,757
Additions	17413	0	10000	27413	54,903
Revaluation	0	0	0	0	0
At 31 August	<u>1287665</u>	<u>127058</u>	<u>23350</u>	<u>1,438,073</u>	<u>1,410,660</u>
<b>Accumulated depreciation and impairment</b>					
At 01 September	107581	69163	5588	182,332	135,040
Charge for the year	23602	14474	4440	42516	47,291
At 31 August	<u>131183</u>	<u>83637</u>	<u>10028</u>	<u>224848</u>	<u>182,331</u>
<b>Net book value</b>				<u>1213225</u>	<u>1,228,329</u>
<i>All assets are used for charitable purposes</i>					

**6. Creditors amounts falling due within one year**

Trade creditors	85379	4,632
PAYE and NI	9289	58,121
	<u>94668</u>	<u>62,753</u>

**7. Creditors amounts falling due after one year**

Bank Loan	211926	238,775
Qarze Hasana	1053716	874,916
	<u>1265642</u>	<u>1,113,691</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	1213225	1,228,328
Current assets	53922	10,823
Current liabilities	-94668	-62,753
Long term liabilities	-1265642	-1,113,691
<b>Total Funds</b>	<u>-93163</u>	<u>62,707</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.