

CHARITY REGISTRATION NUMBER 1127464

MINARET COMMUNITY CENTRE
FINANCIAL STATEMENTS

31 MARCH 2019

Community Accounting Services
Suite 102, 73 Holloway Road
London N7 8JZ

**MINARET COMMUNITY CENTRE
MEMBERS OF THE BOARD AND PROFESSIONAL ADVISERS**

Registered charity name Minaret Community Centre

Charity number 1127464

303 North End Road
London
W14 9NS

Trustees Mr Abdihakim Ali (Chairman)
 Mr Abdullahi Mohamed (Secretary)
 Mr Khadra Ali (Treasurer)

Secretary Mr. Abdullahi Mohamed

Independent Examiner Community Accounting Services
 Suite 102, 73 Holloway Road
 London N7 8JZ

Bankers Metro Bank PLC
 London SW6 1BW

MINARET COMMUNITY CENTRE

TRUSTEES ANNUAL REPORT FOR YEAR ENDED 31 MARCH 2019

Trustees Report

Minaret Community Centre supports children and young people between ages 5 and 18 years. They are mostly refugees from the under privileged background. They live in the borough of Hammersmith & Fulham and surrounding areas. The weekly teaching give the children and young people a boost in their school work. They are expected to develop confidence in their approach to their academic lives.

Vision

Our vision is to have the children and young people who pass through our supplementary education programme progress to higher education and come out to become respectable members of our community.

Reference and Administrative details

Reference and administrative details are shown in the schedule of members of the board and professional advisers on page 1 of the financial statements.

THE TRUSTEES

The trustees who served the charity during the period were as follows:

Abdihakim Ali
Abdullahi Mohamed
Khadra Ali

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Principal Office:

303 North End, London W14 9NS

Governing Documents:

The Charity was registered in January 2009. The objects and powers are set out in the constitution.

MCC has a board of trustees made up of four members who meet at least once every six weeks. Our trustees come from a variety of backgrounds, they provide a range of experience and expertise necessary to comply with our collective responsibility and seek to reflect the communities they serve. The board of trustees is responsible for setting the strategic

How the Trustees are Elected:

The Board of trustees members (aka Management Committee members) are elected for a term of one year, as specified in our Articles of Association, by the members of the organisation at the Annual General Meeting (AGM) held by the organisation once every year. According to our governing Articles of Association, any member (s) of the

board could be re-elected again, so long as the member(s) do not wish to remain a member of the Board.

Policy of induction and Training of Trustees:

For new trustees who are elected to board, there is a policy of induction in place, where they are made familiar with their roles in the organisation through information on the governing document and their duties and responsibilities as a trustee of charity.

These include:

- (i) the obligations of the Management Committee members,
- (ii) to fully understand the governing documents
- (iii) the financial situation of the Charitable Company and
- (iv) the Future Plans and Objectives of the organisation.

During the induction process, the new members of the Board are given a "Question & Answer" session where they ask any question on the organisation. The same policy also includes arranging "Training programs" set for capacity building trustees so that might be able to dispense of their duties of governing the Charity. These courses are available from other voluntary organisations that support charities with which we work and network closely.

Organisational Structure and Accountability

The Trustees of the organisation are responsible for every aspect of the organisation:

- (i) They set the strategy for achieving its aims and objective, prepare and write its Business Plan and Annual Operational Plans; set the procedures, policies and guidelines (including legally required policies and procedures) that underpin the day to day running and management of the organisation
- (ii) They monitor and scrutinise that all the above including quarterly meetings where they receive regular reports from the Co-ordinator on all aspects of the organisation and ensure that all the above are being achieved including setting targets;
- (iii) The Co-ordinator is responsible for the day to day running and management of the organisation according to the operational plans and the instructions of the Trustees, to whom he is accountable and to whom new reports at quarterly meetings;
- (iv) All other staff members and volunteers come under the supervision and accountable to the Coordinator.

**MNARET COMMUNITY ASSOCIATION
TRUSTEES ANNUAL REPORT (continued)
YEAR ENDED 31 MARCH 2019**

ACHIEVEMENTS AND PERFORMANCES

The main Services and Activities for the year.

A summary of our main activities that we provide for our community through direct access are as follows:

1. During the year we extended our services from Year1 to A-Levels. We also increased our intake of children by 70 pupils and the overall children engaged this year was 150+ children.
2. This year our centre offered different services to the community especially Children and parents. These activities include 9 workshops, 4 training courses, 5 community gatherings, summer activities and celebration event for Sats and GCSE students.
3. We upgraded and updated our policies, specially our safeguarding policies. We carried out action plan for the health and safety requirement for the centre as agreed by our management team in the previous year.
4. We had training on governance, financial management and Health and Safety.

**MINARET COMMUNITY CENTRE
TRUSTEES ANNUAL REPORT (continued)
FOR YEAR ENDED 31 MARCH 2019**

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF MINARET
COMMUNITY CENTRE YEAR ENDED 31 MARCH 2019**

I report on the accounts of the charity for the year ended 31 March 2019 set out on pages 10 to 14.

**RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND INDEPENDENT
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 144(2) of the Charities Act 2011 (the 2011 Act), and that an independent examination is needed. The charity's income for the year is under £250,000.

Having satisfied myself that the charity is not subject to audit under part 16 of the Companies Act 2006 and has elected to have 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
- to state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S STATEMENT

My examination was carried out in accordance with the General Directions given by the Charity Commission. 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 accounts, 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 I do not express an audit opinion on whether the accounts present a 'true and fair view'.

INDEPENDENT EXAMINER' S STATEMENT

In the course of my examination, no matters of concern came to my attention:



01 August 2019
Community Accounting Services
Unit 102, 73 Holloway Road, London N7 8JZ

MINARET COMMUNITY CENTRE

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT) FOR YEAR ENDED 31 MARCH 2019

Note	Unrestricted Funds	Restricted Funds	Total Fund 2019
INCOMING RESOURCES	£	£	£
Incoming resources from generating funds:			
Students fees	8950		8950
Donation	990		990
Contribution		14300	14300
Voluntary income		2500	2500
Others	80		80
TOTAL INCOMING RESOURCES	10020	16800	26,820
RESOURCES EXPENDED			
Charitable activities	18430	8000	26430
Governance costs	300	-	300
TOTAL RESOURCES EXPENDED	18730	8,000	26730
NET INCOMING RESOURCES BEFORE TRANSFERS	-8710	8800	90
Transfer between funds	-	-	-
NET INCOME FOR THE YEAR	-8710	8800	90
RECONCILIATION OF FUNDS			
Total funds brought forward	-	-	170
TOTAL FUNDS CARRIED FORWARD			180

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared. All of the above amounts relate to continuing activities.

The notes on pages 11 to 13 form part of these financial statements

MINARET COMMUNITY CENTRE

BALANCE SHEET


31 MARCH 2019

		2019	2018
	Note	£	£
FIXED ASSETS			
Tangible assets	11	3317	3686
CURRENT ASSETS			
Cash at bank		1372	1050
CREDITORS: Amounts falling due within one year	12	-	-
NET CURRENT ASSETS			
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>4689</u>	<u>4736</u>
NET ASSETS			
FUNDS			
Restricted income funds	13	16,880	10,000
Unrestricted income	14	9,940	14,850
TOTAL FUNDS		<u>26,820</u>	<u>24,850</u>

The trustees acknowledge their responsibilities for:

- (i) ensuring that the charity keeps adequate accounting records which comply with section 386 of the Act, and
- (ii) preparing financial statements 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 its profit or loss for the financial year in accordance with the requirements of section 393, and which otherwise comply requirements of the Act relating to financial statements, so far as applicable to the charity

These financial statements were approved by the members of the committee on

 01/08/19

MINARET COMMUNITY CENTRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2019

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with applicable United Kingdom accounting standards, the Statement of Recommended Practice "Accounting and Reporting by Charities" issued in March 2005 (SORP 2005).

Cash flow statement

The trustees have taken advantage of the exemption in Financial Reporting Standard No 1 (revised) from including a cash flow statement in the financial statements on the grounds that the charity is small. Grants

Grants received are accounted for on an accrual basis. Netting off of income and expenditure, Incoming resources and outgoing expenditure are accounted for without any netting off of expenditure against income.

Fixed assets

All fixed assets are initially recorded at cost.

Depreciation

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Equipment - 50% straight line

2. VOLUNTARY INCOME

Funds	Unrestricted	Restricted	Total Funds	Total
	£	£	£	£
			2019	2018
Donations	990		990	6000
Contribution		14300	14300	8850
Fees	8950		8950	
Others	80		80	
Grants		2500	2500	
	-----	-----	-----	-----
	10020	16800	26820	14850
	-----	-----	-----	-----

MINARET COMMUNITY CENTRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2019

3. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE

	Restricted	Unrestricted	Total Funds
		2019	2019
Funds	8000		8000
Volunteers expenses		-	
Rent		11000	11000
	<u>8000</u>	<u>11000</u>	<u>19000</u>

4. COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE

Total Funds	Activities Undertaking directly 2019 £	Total Funds 2018 £
Education-School	7430	9640
	<u>7430</u>	<u>9640</u>

5. GOVERNANCE COSTS

	Unrestricted Funds	Total Funds
	2019	2018
	£	£
Accountancy fees	300	300
Legal fees		-

6. TRUSTEES EXPENSES

No expenses are paid to Trustees.

7. NET INCOMING RESOURCES FOR THE YEAR

This is stated after charging:

Staff pension contributions
Depreciation

8. FUND TRANSFERS

Funds were transferred from unrestricted funds to restricted funds. These unrestricted funds were raised to cover a forecast shortfall in restricted funds.

9. STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows:

Wages and salaries - nil
Social security costs- nil
Other pension costs - nil

Particulars of employees:

The average number of employees during the year, calculated on equivalents, was as follows:

No employee received remuneration of more than £60,000 during the year (2019).

10. TANGIBLE FIXED ASSETS

	Equipment £
COST	
At 1 April 2018 and 31 March 2019	<u>5120</u>
DEPRECIATION	
At 1 April 2019	2048
Charge for the year	410
At 31 March 2019	<u>2458</u>
NET BOOK VALUE	
At 31 March 2019	2662
At 31 March 2018	<u>3072</u>

11. CREDITORS: Amounts falling due within one year

	2018 £
Other creditors	-
Accruals	-

12. RESTRICTED INCOME FUNDS

	Balance at 1 Apr 2018 £	Incoming resources £	Outgoing resources £	Transfers £	Balance at 31 Mar 2019 £
Restricted Fund	-	16,800	8000	-	8800

13. UNRESTRICTED INCOME FUNDS

	Balance at 1 Apr 2018 £	Incoming resources £	Outgoing Transfers £	31 Mar 2019 £
General Funds	170	10190	18730	-8540

14. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Net current Assets £	Total £
Restricted Income Funds:		
Restricted Fund		-
Unrestricted Income Funds	260	260
Total Funds	<u>260</u>	<u>260</u>

11. CREDITORS: Amounts falling due within one year

	2019 £
Other creditors	-
Accruals	-

12. RESTRICTED INCOME FUNDS

	Balance at 1 Apr 2018 £	Incoming resources £	Outgoing resources £	Transfers £	Balance at 31 Mar 2019 £
Restricted Fund	-	16,800	8000	-	8800

13. UNRESTRICTED INCOME FUNDS

	Balance at 1 Apr 2018 £	Incoming resources £	Outgoing Transfers £	31 Mar 2019 £
General Funds	170	10190	18730	-8540

14. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Net current Assets £	Total £
Restricted Income Funds:		
Restricted Fund		-
-		
Unrestricted Income Funds	260	260
Total Funds	260	260