

**Charity registration number:  
1144475**

**LUTON DA'WAH ACADEMY**  
**Annual Report and Financial Statements**  
**For the Year Ended**  
**30 September 2020**

# LUTON DA'WAH ACADEMY

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## **LUTON DA'WAH ACADEMY**

### **Reference and Administrative Details**

<b>Trustees</b>	M Hussain Z Khan A Latif
<b>Principal Office</b>	48 Kingsway Luton Beds LU4 8EH
<b>Charity Registration Number</b>	1144475
<b>Bankers</b>	Barclays Bank 28 George Street Luton Beds LU1 2AE
<b>Independant Examiner</b>	HA Accountants 26 Leagrave Road Luton Beds LU4 8HZ

# LUTON DA'WAH ACADEMY

The report of the trustees for the year ended **30 September 2020**

The trustees present their annual report and accounts for the year ended: **30 September 2020**

## Objectives and Activities

### Charitable Objectives.

The Charity's is governed by the Memorandum and Articles Incorporated (October 2011).

### Aims of Charity

The objectives of the Trust set by the constitution is to provide facility for the Muslim community within Kingsway area of Luton in providing facilities to practice Islam and teach Islamic education in accordance with the Holy Quran and Ahadith within the bounds of Ahle-Sunna Wal Jamaat.

### Objectives for the year.

During this year the charity sought to:

- Further improve awareness of it's existence, facilities and services offered.
- To continually enhance the facilities provided.
- To develop and enhance the educational curriculum.

### Public benefit statement

The Trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit published by the Charity Commission for England & Wales.

### The contribution of volunteers

The charity uses the services of volunteers in a number of ways;

- To assist in raising the profile of the charity.
- To assist with maintaining the records of the charity.
- To assist with the development of the charity.
- To maintain the buildings.

### Achievements and Performance of the Charity

-The Charity continued to provide service and facilities for the Muslim Community. in the Kingsway and wider Luton Area.

### Review of charitable activities undertaken by the charity

The main activities during the year were:

- Further enhancement of prayer facilities
- Further enhancement of learning facilities.
- Increasing awareness of the trust and the services it provides.
- Facilitate community counselling and advise on local issues and needs.

### Financial Review

During the year, the Charity income was **£74,197 (2019: £84,223)** and after spend of **£81,879 (2019: £96,907)** the carry forward reserves stood at **(£87,032) (2019: (£79,350))**.

### Policy on reserves

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 six months ahead.

Current reserves are adequate based on our knowledge and experiance.

### Principle funding sources

The principal income was generated through donations from public who attend the Masjid accordance with the objectives of the charity. The principal expenditure related to the cost of providing facilities to the Muslim community of Luton.

### Plans for future periods

The Charity will also continue to look at options to diversify in delivering the its aims & objectives.

## **LUTON DA'WAH ACADEMY**

**The report of the trustees for the year ended 30 September 2020**

### **Structure, Governance and Management**

#### **Nature of the Governing Documents and constitution of the charity**

The Charity is an incorporated limited company governed by the Memorandum and Articles Incorporated adopted on October 2011 Eligibility for membership of the charity, and membership of the board of trustees is set out in governing document. There are no restrictions in the on the operation of the charity or on its 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 monthly 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 is carried out by trustees.

The Trustees undertake all final decisions with implementation being delegated amongst each other.

#### **Membership of a wider network**

The charity has no responsibility for nor 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 the strategic, business and operational risk under review with view to introducing, where necessary, additional procedures to mitigate these risks.

## **LUTON DA'WAH ACADEMY**

**The report of the trustees for the year ended 30 September 2020**

### **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 is 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 maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which are sufficient to show and explain the charity's transactions and enable them to ensure that the financial statements comply with regulations made under the Charities Act.

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

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 08 May 2020**



**M Hussain**  
**Trustee**

## Independent Examiners Report on the Accounts

Report to the trustees/members of: **LUTON DA'WAH ACADEMY**

On accounts for the year ended: **30 September 2020**

Charity no: **1144475** Set out on pages: **6 to 10**

I report to the trustees on my examination of the accounts of the above charity for the year ended 30th September 2020.

### Responsibilities and basis of report

As the charity's trustees, 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 2011 Act and in carrying out my examination, I have followed all the 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 which gives me cause to believe that in, any material respect:

- The accounting records were not kept in accordance with section 130 of the Charities Act; or
- The accounts did not accord with the accounting records; or
- The accounts did 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 have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



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Name: M A Haque Bsc, MBA, FFA

HA Accountants  
26 Leagrave Road  
Luton  
Beds  
LU4 8HZ

08 May 2020

**LUTON DA'WAH ACADEMY**  
**Statement of Financial Activities**  
**For the Year Ended 30 September 2020**

	Notes	Unrestricted funds £	Total Funds 2020 £	Last Year Total Funds 2019 £
<b>Income and Endowments from</b>				
Donations/legacies and other Income		74,197	74,197	84,223
<b>Total incoming resources</b>	<b>2</b>	<b>74,197</b>	<b>74,197</b>	<b>84,223</b>
<b>RESOURCES EXPENDED</b>				
Cost of charitable activities		81,879	81,879	96,907
Governance costs		0	0	0
<b>Total resources expended</b>	<b>3</b>	<b>81,879</b>	<b>81,879</b>	<b>96,907</b>
<b>Net movement in funds</b>		<b>-7,682</b>	<b>-7,682</b>	<b>-12,684</b>
<b>Total funds brought forward</b>		<b>-79,350</b>	<b>-79,350</b>	<b>-66,666</b>
<b>Total funds carried forward</b>		<b>-87,032</b>	<b>-87,032</b>	<b>-79,350</b>

The net movement in funds referred to above is the net incoming resources as defined in the Statement 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 7** as required by the said statement.

**All activities derive from continuing operations**

**The notes on pages 8 to 10 form an integral part of these accounts**



**LUTON DA'WAH ACADEMY**  
**BALANCE SHEET**  
As at 30 September 2020

	Notes	2020 £	2019 £
<b>The assets and liabilities of the charity:</b>			
<b>Current Assets</b>			
Cash at bank and in hand		<u>3,059</u>	<u>8,404</u>
		3,059	8,404
<b>Creditors: amounts falling due</b>			
within one year	5	<u>-19,091</u>	<u>-16,754</u>
<b>Net Current Assets</b>		<u>-16,032</u>	<u>-8,350</u>
<b>Total assets less current liabilities</b>		<u>-16,032</u>	<u>-8,350</u>
<b>Creditors: amounts falling due</b>			
after more than one year	6	-71,000	-71,000
<b>Total Net Assets</b>		<u>-87,032</u>	<u>-79,350</u>
 <b>The funds of the charity:</b>			
<b>Unrestricted income funds</b>	8	-87,032	-79,350
		<u>-87,032</u>	<u>-79,350</u>
<b>Total charity funds</b>		<u>-87,032</u>	<u>-79,350</u>

Approved by the board of trustees on 08 May 2020



**M Hussain**  
Trustee

The notes on pages 8 to 10 form an integral part of these accounts.

## LUTON DA'WAH ACADEMY

### Notes to the Accounts

For the Year Ended 30 September 2020

#### 1 Accounting policies

##### Statement of compliance

These accounts have been prepared in accordance with 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)- (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

##### Basis of preparation

The Charity meets the definition of public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

##### Exemption from preparing a cash flow statement

The Charity opted to early adopt Bulletin 1 published on 2 February 2016 and therefore not included a cash flow statement in these accounts.

##### Going concern

The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

##### Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when Charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

##### Going concern

Donations and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

##### Volunteer help

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

#### EXPENDITURE AND LIABILITIES

##### Liability Recognition

Liabilities are recognised where it is more likely than not there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

##### 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 useful economic lives.

##### Taxation

The charity is exempt from corporation tax on its charitable activities.

##### Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

##### Trade creditors

Are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if it does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

##### 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.

**LUTON DA'WAH ACADEMY****Notes to the Accounts****For the Year Ended 30 September 2020**

<b>2 Incoming resources</b>	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
<b>Voluntary income</b>		
General Donations	44,277	53,023
	<u>44,277</u>	<u>53,023</u>
<b>Other Income</b>		
Tuition Fees	12,380	31,200
Grants	17,540	0
	<u>29,920</u>	<u>31,200</u>
<b>3 Resources expended</b>	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
<b>Charitable activities:</b>		
Staff Cost	28,514	30,155
Contractors	12,340	30,300
	<u>40,854</u>	<u>60,455</u>
<b>Premises Cost</b>		
Rent	24,000	24,000
Non Domestic & Water Rates	214	1,027
Light & Heat	7,085	4,593
Repairs & Maintenance	5,856	3,667
	<u>37,155</u>	<u>33,287</u>
<b>Administrative expenses</b>		
Bank Charges	62	124
Insurance	1,275	1,201
Printing & Stationary	180	90
Fees, Subscriptions	0	100
Telephone	633	1,135
	<u>2,150</u>	<u>2,650</u>
<b>Others</b>		
Other Legal & Professional Fees	1,720	200
Travel & Subsistence	0	315
Sundry Expenses	0	0
	<u>1,720</u>	<u>515</u>
	<u>81,879</u>	<u>96,907</u>
<b>Governance costs:</b>		
Accountancy/ Internal Examiner	<u>0</u>	<u>0</u>
<b>4 Staff Costs and Emoluments</b>	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Gross Salaries	28,514	30,155
Employer's National Insurance	0	0
	<u>28,514</u>	<u>30,155</u>
<b>Numbers of full time employees or full time equivalents</b>	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Engaged on charitable activities	2	2
Administration	1	1
There were no fees or other remuneration paid to the trustees		
There were no employees with emoluments in excess of £60,000 per annum		

**LUTON DA'WAH ACADEMY****Notes to the Accounts****For the Year Ended 30 September 2020**

<b>5 Creditors: amounts falling due within one year</b>	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Trade creditors	19,091	16,754
	<u>19,091</u>	<u>16,754</u>

<b>6 Creditors: Amounts falling due after one year</b>	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Loans- Qurze Hasna	71,000	71,000
	<u>71,000</u>	<u>71,000</u>

Qurze Hasna is unsecured and interest free money loaned to the charity by members of the public with no fixed repayment terms.

<b>7 Analysis of the Net Movement in Funds</b>	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Net movement in funds from Statement of Financial Activities	-7,682	-12,684
<b>Net movement in funds available for future activities</b>	<u>-7,682</u>	<u>-12,684</u>

<b>8 Net Assets by fund</b>	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Total Funds 2020</b>	<b>Total Funds 2019</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Current Assets</b>	3,059	-	3,059	8,404
<b>Current Liabilities</b>	-19,091	-	-19,091	-16,754
<b>Long Term Liabilities</b>	<u>-71,000</u>	<u>-</u>	<u>-71,000</u>	<u>-71,000</u>
	<u>-87,032</u>	<u>0</u>	<u>-87,032</u>	<u>-79,350</u>

**9 Related Party Transactions**

No fee or expenses were paid to trustees or persons connected with them