

Registered Number  
03725121

Charity Number  
1078159

AL-HASSAN EDUCATION CENTRE

Report and Accounts

31 March 2015

## AL-HASSAN EDUCATION CENTRE

### Contents

Legal and Administrative information	3
Trustees' Report	4 to 7
Independent Auditors' Report	8
Statement of Financial Activities	9
Balance Sheet	10
Notes to the Financial Statements	11 to 15

Al-Hassan Education Centre (a company limited by guarantee)

Trustees' report and financial statements for the year ended 31 March 2015

Registered number: 03725121 Charity number: 1078159

## **AL-HASSAN EDUCATION CENTRE**

### **Legal and administration information**

The company was incorporated on 3 March 1999 under the Companies Act 1985. Being a company limited by guarantee it is governed by its Memorandum and Articles of Association. The company is registered as a charity on 11th January 2006.

Company registration number: 3725121  
Registered charity commission Number: 1078159

### **Directors and trustees**

Mohammed Akram Khan  
Akhlaq Mir  
Mohammed Hanif  
Irshad UI Haq Choudhary  
Mohammed Mehboob

### **Secretary and registered office**

Mohammed Hassan  
24 Shapards Lane  
Leeds  
West Yorkshire  
LS8 4LG

### **Auditors**

Adam & Co Accountancy Ltd  
First Floor  
1 Edmund Street  
Bradford  
BD5 0BH

### **Bankers**

National Westminster Bank plc

### **Principal activity**

The main objective of the company is to provide a community development mental health project that seeks to engage people from black and minority ethnic communities to develop new ways of working and meaningful solutions at times of distress, which take into account diverse social and cultural understandings.

The contingency level is set at 6 months of total expenditure. This is the level set as a policy on financial reserves.

Based on 2015 unrestricted expenditure was: £ 239,578

The range of contingency reserves should be: £ 119,789

## **AL-HASSAN EDUCATION CENTRE TRUSTEES REPORT**

The Trustees present their annual report and accounts for the year ended 31 March 2015.

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

The charity Al-Hasan Education Centre is a Company Limited by Guarantee, incorporated 3 March 1999 and registered as a charity on 11 January 2006.

Their main objective is to serve the local muslim community by providing a place of worship, education and leisure.

The Trustees are also the directors for the purposes of company law and under the company's Articles are known as members of the Management Committee.

Trustees who served during the year 1 April 2014 to 31 March 2015 were:

Mohammed Akram Khan  
Akhlq Mir  
Mohammed Mehboob

Mohammed Hanif  
Irshad Ul Haq Choudhary

All members of the Management Committee give their time voluntarily and receive no benefits from the charity.

Under the requirements of the Memorandum and Articles of Association the members of the Management Committee are elected to serve for a period after which they must be re-elected at the next Annual General Meeting.

The Management Committee meets on a monthly basis and is responsible for the strategic direction and policy of the charity.

The Management Committee during the year has reviewed the main risks facing the charity and will continue to do so regularly basis. Trustees are satisfied that systems and processes are in place to manage the risks that have been identified.

In particular, the Committee continues to ensure good financial forward planning and cash flow awareness and has established a reserves policy, setting aside reserves equivalent to approximately 6 months running costs for the charity. Policies and procedures are regularly updated to minimise operational risks and to ensure appropriate protection measures are in place for e.g. vulnerable adults and children.

### **2 Aims and Objectives**

The charity's main objectives and activities are:

- \* Provide a place for worship for the local muslim community
- \* Provide a place for islamic education for the local community
- \* Provide a place for leisure and health activities for the local community
- \* Provide a place for cultural activities for the local community

### **3 The focus of our work 2014-2015**

Masjid e Quba bank account was opened on 28 March 2014 for the building of the new mosque. The masjid bank accounts are used for the daily expenditure for maintaining land and buildings.

Funeral services funds that are received are mostly utilised for funeral purposes.

Apna centre funds that are received are mostly utilised for delivery of leisure activities.

## **AL-HASSAN EDUCATION CENTRE TRUSTEES REPORT**

We have two full time Imams who lead the prayers and are teaching Arabic/ Islamic studies and history to the local community.

Al Hassan Education Centre is one of the previous Masjid bank accounts and is has been used to pay bills, direct debits and any other expenses relating to Masjid - e - Quba. Both accounts belong to Masjid e Quba and are being used for different purposes.

### **Masjid E Quba Extended**

The construction of the new mosque which has been ongoing and commenced during this report period. We desperately required further funds in order to complete our new project of the new mosque.

So that we could facilitate more people and provide further education to the youth of today. We had to demolish the old mosque completely to make way for the new one. We had to successfully overcome the difficulty which we had with the petrol tanks under the mosque. Surveyors pointed out that we could not build a new two storey Mosque until we took out the petrol tanks.

The foundation stone for the new Mosque was laid in November 2014 and our contractor "On Time Construction" have made quick progress since. Within months they managed to erect the outer shell of both storeys. Further to this, we hope to start praying in the new mosque in the beginning of the hold month of Ramadan in June 2015 - upon completion. It is expected to contain facilities for disadvantaged groups. Such as; the elderly, youth, and the disabled.

The sum of £715,325.25 has been spent to undertake this project.

The Madrassa Education has been reviewed which has resulted in better education standards for both boys and girls. We teach Nazira, Quran, Hifz, Islamic and Arabic study. We have 250 regular students aged 5 - 18 yrs. We have a waiting list of students who are served and admitted on first come, first served basis.

Our Imam reads verses from the Holy Quran on every Sunday after Zuhr Prayer for an hour and then explains the text in detail. This programme is very successful with people from all ages particularly in the question and answer session after the talk. Prominent scholars have often visited our Mosque to give lectures which have attracted a number of youngsters to come to the Mosque.

We have a Nikkah (marriage) register with our imam. We performed quite a few Nikkah's during this financial year.

Fund-raising -Due to the building of the new Mosque we have raised increasing amount of funds this year compared to last year. We are grateful to all those who have contributed generously.

### **Masjid library - key objectives**

\*To provide access to books on Islam and the Muslim world in English and Urdu for the local community.

\*To promote literacy amongst young people through books on Islam.

\*To allow access to the wider community and to promote a balanced true and accurate image of our faith, and on Muslims in the UK. Positive feedback has been received from those who have had the opportunity to use the library.

### **Funeral Service Key objectives**

To provide a service to families requesting funereal rites and rituals at the Masjid subject to availability. Mourners sit on an average of 3 days per funereal at the moment. This service is limited due to the lack of space. As soon as the new mosque is complete we will be able to provide seperate facilities for men and women. Bathing facilities and cold room facilities will be provided for the dead bodies. 95% of bereavements are from Leeds. Staff and volunteers are from Leeds. We also operate a death committee system from 2001. We currently have 110 members on the committee list and membership starts off by paying a one off lump sum deposit and a £25 per/annum fee thereafter every year. Upon a death claim, we pay out the full funereal costs. The funereal service has 3 staff members who are on a voluntary basis in order to operate this service.

## **AL-HASSAN EDUCATION CENTRE TRUSTEES REPORT**

### **4 Future Goals**

- a** To continue to review Madrassa Education system and Education Standards
- b** To oversee the completion of the mosque project
- c** To continue to develop formal policies and procedures for the organisation

**Long term objective** - continue to develop the two buildings adjacent to the Mosque so that funereal, education and facilities for women are completed.

### **Brief Summary of Achievements (Masjid -E - Ouba)**

The management committee of Al Hassan Education Centre has made many positive achievements within this year with continuous public & community support. This includes the following:

**Classes:** The Madrassah education has been reviewed and this has resulted in better educational standards and outcomes for both boys and girls, the number of which is around 300 students combined in the Masjid and Apna Centre.

**Funeral Service:** Our funeral now covers 95% of the city of Leeds. To provide a service to families requesting funeral rites and rituals at the Masjid subject to availability. Mourners sit on an average of 3 days per funeral at the moment. This service is limited due to lack of space. As soon as the new mosque is complete we will be able to provide separate facilities for men and women. Bathing facilities and cold room facilities will be provided for the dead bodies. 95% of bereavements are from Leeds. Staff and volunteers are from Leeds.. We also operate a death committee funeral system . We currently have 105 members on the committee list and membership starts of by paying a one off lump sum deposit and a £25 per/annum fee thereafter every year. Upon a death claim, we pay out the full funeral costs. The funeral service has 3 staff members who are on a voluntary basis in order to operate this. The accounts and finance related to Funeral Service are not used anywhere else other than for funeral service and if required as a matter of urgency then this money is placed back as soon as possible.

### **Apna Centre & Apna Gym**

Apna Gym provides fitness to the local & wider community and has made an excellent attraction to men & women of all ages. This has made an excellent impact on youth who are now attracted to the gym and the local mosque. We thank the local community for supporting us and donating their time, effort and money to raise funds for the equipment provided. Apna Gym has currently 1 paid part time staff member for Ladies and 2 part time volunteer ladies who take there time out to support us. We have 4 volunteer staff members for men and the whole of Apna Centre is supervised by Akhlaq Mir.

Apna Centre is also equally busy as the gym and we have permanent weekly bookings for elderly women and men lunch club sessions, Kids Karate Classes, Educational study classes as well as one-off engagements, meetings & breakfast clubs. The accounts and finance related to Apna Centre are not used anywhere else other than for Apna Centre and if required as a matter of urgency then this money is placed back as soon as possible.

**AL-HASSAN EDUCATION CENTRE  
TRUSTEES REPORT**

**5. Statement of Trustees Responsibilities**

The Trustees of Al-Hassan Education Centre are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company and charity law requires the Trustees to prepare financial statements for each financial year that give a true and fair view of the state of affairs of the company and of the incoming resources and application of resources, including the income and expenditure for that period.

In preparing these financial statements, the Trustees are required to:

select suitable accounting policies and then apply them consistently;  
observe the methods and principles in the Charities SORP;  
make judgements and estimates that are reasonable and prudent;  
Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The accounts have been prepared under the historical cost convention and in accordance with the Financial Reporting Standards for Smaller Entities (effective April 2008).

The Financial statements have been prepared in compliance with the Statement of Recommended Practice on Charity Accounts and the Companies Act 2006.

In accordance with company law, as the company's directors, the trustees certify that so far as we are aware, there is no relevant audit information of which the company's auditors are unaware.

Approved by the Management Committee on 24 March 2016 and signed on its behalf by:

Akhlaq Mir  
Director/ Trustee



**INDEPENDENT AUDITORS' REPORT TO THE  
MEMBERS OF AL-HASSAN EDUCATION CENTRE  
FOR THE YEAR ENDED 31 MARCH 2015**

We have audited the accounts of Al-Hassan Education centre for the year ended 31 March 2015 which are set out on pages 9 to 15.

The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard For Smaller Entities (effective January 2015) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

This report is made solely to the company's members, as a body, in accordance with Section 495 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions that we have formed.

**Respective responsibilities of directors and auditors**

As explained more fully in the Statement of Directors Responsibilities, the directors are responsible for the preparation of the accounts and for being satisfied that they give a true and fair view. Our responsibility is to audit and express an opinion on the accounts in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

**Scope of the audit of the accounts**

A description of the scope of an audit of financial statements is provided on the APB's website at [www.frc.org.uk/apb/scope/private.cfm](http://www.frc.org.uk/apb/scope/private.cfm)

**Opinion on the accounts**

In our opinion the accounts:

- give a true and fair view of the state of the company's affairs as at 31 March 2015 and of its profit for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

**Opinion on other matters prescribed by the Companies Act 2006**

**Directors report**

In our opinion the information given in the Director's Report for the financial year for which the accounts are prepared is consistent with the accounts.

**Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received by us; or from branches not visited
- the accounts are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the directors were not entitled to prepare the accounts in accordance with the small companies regime and take advantage of the small companies' exemption in preparing the directors' report and take advantage of the small companies exemption from the requirement to prepare a strategic report.

Shahbaz Munir (FCCA)

*ShahbazMunir*

Statutory Auditor

**Adam & Co Accountancy Ltd**

**Statutory Auditors**

24/03/2016

Page 8

AL-HASSAN EDUCATION CENTRE

STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2015

	Notes	2015 Unrestricted Funds £	2015 Restricted Funds £	2015 Total £	2014 Total £
<b>Incoming resources</b>					
<b>Activities to further the charity's objects:</b>					
Grants, Legacies and Donations		-	-	-	-
Activities to generate funds:	2	680,661	-	680,661	255,663
		-	-	-	-
<b>Total incoming resources</b>		<u>680,661</u>	<u>-</u>	<u>680,661</u>	<u>255,663</u>
<b>Resources expended</b>					
Charitable expenditure:					
Cost of activities to further the charity's objects:					
Management and administration		239,578	-	239,578	210,991
<b>Total resources expended</b>	3	<u>239,578</u>	<u>-</u>	<u>239,578</u>	<u>210,991</u>
<b>Net incoming resources funds</b>	4	441,083	-	441,083	44,672
<b>Total Funds at 1 April 2014</b>		<u>1,319,853</u>	<u>-</u>	<u>1,319,853</u>	<u>1,275,181</u>
<b>Total Funds at 31 March 2015</b>		<u>1,760,936</u>	<u>-</u>	<u>1,760,936</u>	<u>1,319,853</u>

The notes on pages 11 to 15 form part of these accounts.

# AL-HASSAN EDUCATION CENTRE

## BALANCE SHEET AS AT 31 MARCH 2015

	Notes	2015 £	2014 £
<b>Fixed assets</b>			
Tangible fixed assets	7	1,770,663	1,066,545
		<hr/>	<hr/>
<b>Current assets</b>			
Debtors	8	1,134	1,134
Cash at bank and in hand		101,835	359,655
		<hr/>	<hr/>
		102,969	360,789
<b>Current liabilities</b>			
Creditors: amounts becoming due and payable within one year	9	112,696	107,481
Deferred income	10	-	-
		<hr/>	<hr/>
<b>Net current assets over liabilities</b>		- 9,727	253,308
		<hr/>	<hr/>
<b>Net total assets</b>		1,760,936	1,319,853
		<hr/> <hr/>	<hr/> <hr/>
<b>Capital and reserves</b>			
		<hr/>	<hr/>
Unrestricted reserves	11	1,760,936	1,319,853
		<hr/> <hr/>	<hr/> <hr/>

These accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime.

The accounts on pages 9 to 15 were approved by the board of directors on 24 March 2016 and signed on its behalf by:

Akhlaq Mir  
Director/ Trustee



The notes on pages 11 to 15 form part of these accounts.

# AL-HASSAN EDUCATION CENTRE

## NOTES TO THE ACCOUNTS

AS AT 31 MARCH 2015

### 1 Accounting policies

#### Accounting convention

The accounts have been prepared under the historical cost convention and in accordance with the Financial Reporting Standards for Smaller Entities (effective April 2008).

The financial statements have been prepared in compliance with the Statement of Recommended Practice on Charity Accounts and the Companies Act 2006.

#### Voluntary income

The value of services provided by volunteers has not been included in the accounts.

#### Grants

Grants, including grants for the purchase of fixed assets, are recognised in full in the period to which they relate, and are split depending on the nature of the incoming resource.

#### Resources expended

Resources expended are recognised in the period in which they relate on an accruals basis and split depending on the nature of the expenditure incurred.

#### Depreciation

The depreciation of tangible fixed assets is based on cost and is applied using the following rates:

Plant & machinery	10% reducing balance
Motor vehicles	20% reducing balance

A full years charge is made in the year of acquisition.

#### Winding up or dissolution of the charity

If the charity were to be dissolved or wound up the trustees would pass any net assets to similar organisations and deserving causes.

#### Going concern

The Charity has sufficient cash at bank as at 31 March 2015 and has raised further funds since the year end, which provide adequate resources to finance committed delivery programmes, along with the day to day operations. The trustees monitor the expenditure level and adjust development expenditure to ensure that expenditure is only incurred when sufficient funds are available to cover payments as they fall due. On this basis, the trustees have reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future, being a period of twelve months after the date on which this report and financial statements are signed. For this reason, it continues to adopt the going concern basis in the financial statements.

## AL-HASSAN EDUCATION CENTRE

### NOTES TO THE ACCOUNTS (continued) AS AT 31 MARCH 2015

#### 2 Incoming resources from activities to further the charity's objectives

	Unrestricted Funds	Restricted Funds	Unrestricted Funds	Restricted Funds
	2015	2015	2014	2014
	£	£	£	£
Apna Centre	26,764	-	23,661	-
Masjid Quba	63,822	-	-	-
Education Centre	432,361	-	111,454	-
Funeral Services	157,714	-	120,548	-
	<u>680,661</u>	<u>-</u>	<u>255,663</u>	<u>-</u>

#### Purposes of Unrestricted Funds

Delivering religious, educational and physical health benefits and other services to local community. The activities are fully described in the Trustees Report.

There are no restricted funds because all donations are used for the objectives and goals to meet the objectives of the charity.

# AL-HASSAN EDUCATION CENTRE

## NOTES TO THE ACCOUNTS (continued) AS AT 31 MARCH 2015

### 3 Total resources expended

	Unrestricted Funds	Unrestricted Funds
	<b>2015</b>	<b>2014</b>
	£	£
<b>Employee costs:</b>		
Salaries	26,276	9,749
Employer's NI	694	760
Motor expenses	-	1543
	<u>26,970</u>	<u>12,052</u>
<b>Premises costs:</b>		
Rates	1,088	1,806
Water charges	2,720	4,014
Repairs & maintenance	945	674
Light and heat	10,649	12,479
Cleaning	-	24
	<u>15,402</u>	<u>18,997</u>
<b>General administrative expenses:</b>		
Telephone and broadband	339	27
Postage	565	872
Stationery and printing	787	605
Bank charges	184	0
Insurance	10,250	3,731
Equipment expensed	-	-
Repairs and renewals	-	-
Depreciation	11,206	12,496
Sundry	3,017	6,126
	<u>26,348</u>	<u>23,857</u>
<b>Activities/events:</b>		
Trips/events/project	4,876	3,161
Funeral services	16,551	31,944
Cemeteries	146,714	102,527
Subscriptions/memberships	347	1,246
Travel and subsistence	820	590
Info and publications	-	-
	<u>169,308</u>	<u>139,468</u>
<b>Legal and professional costs:</b>		
Audit and accountancy costs	1,500	-
Fundraising consultation	50	12,023
Planning fees	-	4,594
	<u>1,550</u>	<u>16,617</u>
	<u><b>239,578</b></u>	<u><b>210,991</b></u>

**AL-HASSAN EDUCATION CENTRE**

**NOTES TO THE ACCOUNTS (continued)  
AS AT 31 MARCH 2015**

**4 Net incoming resources for the period**

	<b>2015</b>	<b>2014</b>
	<b>£</b>	<b>£</b>
Net incoming resources for the period are stated after charging:		
Depreciation	11,206	12,496
Director's/ Trustees remuneration	-	-
Directors'/ Trustees expenses	-	-
Accountancy and audit costs	1,500	-
	<u>11,206</u>	<u>12,496</u>

**5 Staff costs and numbers**

Staff costs were as follows:

Salaries and wages	26,970	10,509
	<u>26,970</u>	<u>10,509</u>

No employee received emoluments of more than £50,000.

	Number	Number
Average monthly number of employees	3	3
	<u>3</u>	<u>3</u>

**6 Taxation**

	<b>£</b>	<b>£</b>
Corporation tax	-	-
	<u>-</u>	<u>-</u>

**7 Tangible fixed assets**

	Land & buildings £	Motor vehicles £	Plant & machinery £	Total £
<b>Cost:</b>				
At 01 April 2014	956,091	1,500	208,713	1,166,304
Additions	715,324	-	-	715,324
Disposals	-	-	-	-
At 31 March 2015	<u>1,671,415</u>	<u>1,500</u>	<u>208,713</u>	<u>1,881,628</u>
<b>Depreciation:</b>				
At 01 April 2014	-	1,009	98,750	99,759
Charge for the period	-	98	11,108	11,206
At 31 March 2015	<u>-</u>	<u>1,107</u>	<u>109,858</u>	<u>110,965</u>
<b>Net book value:</b>				
At 31 March 2015	<u>1,671,415</u>	<u>393</u>	<u>98,855</u>	<u>1,770,663</u>
At 01 April 2014	956,091	491	109,963	1,066,545

Land and buildings are not being depreciated because the Trustees believe the market value is greater than cost and the net book value.

## AL-HASSAN EDUCATION CENTRE

### NOTES TO THE ACCOUNTS (continued) AS AT 31 MARCH 2015

#### 8 Debtors

	2015	2014
	£	£
Sundry debtors	1,134	1,134
Other debtors	-	-
	<u>1,134</u>	<u>1,134</u>

#### 9 Creditors: amounts becoming due and payable within one year

	£	£
Accruals	2,440	940
Other creditors (private loans)	109,118	106,541
PAYE and NI	1,138	-
	<u>112,696</u>	<u>107,481</u>

#### 10 Deferred income

£	£
-	-

#### 11 Capital and reserves

	£	£
Balance b/f (Unrestricted fund)	1,319,853	1,275,181
Balance b/f (Restricted fund)	-	-
Add: Surplus/(Deficit) for the year	441,083	44,672
Add: Restricted funds	-	-
At 31 March	<u>1,760,936</u>	<u>1,319,853</u>

#### 12 Guarantee

The company is limited by guarantee to the extent that the liability of each member is limited to £1, as such the company is not controlled by any one party.

#### 13 Related party disclosures

The directors are not aware of any related to parties that need to be disclosed.

#### 14 Ultimate Control

The directors and the trustee's have the ultimate control.