

# **MILTON KEYNES MUSLIM ASSOCIATION**

Annual Report and Accounts

For the year ended  
31 December 2021

**Annual report and accounts  
For the year ended 31 December 2021**

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## **Trustees' annual report For the year ended 31 December 2021**

The Trustees present their annual report and accounts for the year ended 31 December 2021.

### **Objectives and activities**

#### ***Aims and objectives***

The aims and objectives of the MKMA are:

- a) to support Muslims living in the UK by providing access to facilities for religious worship;
- b) to promote educational opportunities for Muslims in religious and secular education;
- c) to promote facilities for leisure time, social and welfare events, to be run in an Islamic manner, with the object of improving quality of life and reducing inequalities within the community;
- d) to promote mutual understanding, harmony and social cohesion by engaging in just initiatives; by being proactive in promoting correct knowledge of Islam as a religion and Muslims as a diverse people; through the rightful treatment of all fellow citizens, regardless of their creed, gender or ethnicity.

#### ***Our Mission Statement***

The MKMA will support Muslims living within Milton Keynes and the rest of the UK by promoting a sense of belonging to the communities in which we live and by encouraging better understanding of Islam and of Muslims across the UK.

#### ***Public benefit***

The MKMA holds events, seminars, activities and classes which are open to all Muslims and non-Muslims. Invitations are regularly made to local non-Muslims to attend events with advertising being made by posters placed in prominent places, local media, via our Website and App.

Usually family days are held for Muslims and non-Muslims, due to restrictions this year these have not been held.

The MKMA has teamed up with partners such as Islamic Relief, Families Relief and Muslim Hands to offer help in fundraising for a wide range of charitable needs and humanitarian disasters.

In addition, the MKMA is a founding member of Citizens:MK; Citizens:MK is an alliance that brings together schools, local faith and community groups with widely divergent interests from the Milton Keynes area and forms to effect change in Milton Keynes for the betterment of the whole community.

As well as current benefits, the MKMA is continuously looking to increase future benefits with the Islamic Centre MK which will have both a benefit to the local Muslim population and the residents living close by, as well as to local schools, colleges and other community groups.

We believe that the breadth and accessibility of our activities and programmes will demonstrate without any doubt the public benefit that our work brings to the community.

In shaping our objectives for the year and our activities the MKMA have considered the Charity Commission's guidance on public benefit including the guidance 'public benefit: running a charity (PB2).

#### ***Activities***

The MKMA is actively involved in all areas of local society and community affairs. Through its volunteers and paid staff, the MKMA runs a number of activities and projects within the Milton Keynes area. This year due to Covid-19 some activities have been put on hold prior and during Government restrictions as the safety of our local society and community has been our paramount objective. This has been reflected in the time taken to reopen the mosque and continue with activities; ensuring all guidelines are implemented and followed once opened.

## **Trustees' annual report (continued) For the year ended 31 December 2021**

### **Objectives and activities (continued)**

#### ***Aims and objectives (continued)***

#### ***Activities (continued)***

In previous years our weekly activities conducted include Jumu'ah prayers on Fridays, Madrassah (Qur'an and Arabic school for children) four times a week, adult Islamic classes, Taraweeh prayers during Ramadan and Iftar gatherings (fast-breaking meals during Ramadan). When larger premises are required, as is the case for Eid prayers and celebrations, larger establishments such as local sports centres are used. The Jumu'ah prayers were well attended by the local community members and those within the Milton Keynes area on the day. The Madrassah is attended by an average of 60 children for 6 hours a week. Iftar gatherings were held on every Saturday evening of Ramadan were attended by more than 200 people including members of the local community .

Outside of this, the MKMA engages in interfaith dialogue (via membership of MK Interfaith and MK Council of Faiths) and local community interaction (via membership of Citizens:MK and regular attendance at Neighbourhood Action Group meetings for Campbell Parish Council). The annual occurrence of Ramadan FM (RFM), the first Ramadan Radio station in Milton Keynes is a key achievement of the MKMA. The whole community benefits from this service which is wholly provided by volunteers and supported financially by local businesses and individuals.

#### ***Our ethos***

Our ethos is based on three principles:

***Spirituality:*** Everything we do is for the sake of Allah. We are always mindful of the laws of Allah, as prescribed in the Qur'an and in the Sunnah of the Prophet Muhammad (Peace Be Upon Him), as well as being mindful of the laws of the country in which we live. We endeavour to represent our religion in the best possible way at all times.

***Knowledge:*** It is our duty to seek knowledge and to share this with others, for the sake of Allah. We aim to further our own knowledge of Islam and to further the awareness of Islam within the UK, by showing it as the beautiful *deen* which we know it to be.

***Community:*** We are members of the community, who work for the community. We do not work for individual gain, but for the pleasure of Allah, and to benefit the communities to which we belong.

### **Achievements and performance**

During the year the Bereavement Fund, which was established in 2014, whose aims are to facilitate the observance of the last rites for members of the community and their families continued to gain prominence in the community. More subscriptions were made to this fund and support was provided to families that were in need of this service and support.

MKMA continued running of the Madrassah at the Islamic Centre, during lockdown periods Madrassa was provided online.

The maintenance of the websites - [www.mkmuslims.org](http://www.mkmuslims.org) and [www.ramadanfm.com](http://www.ramadanfm.com), provision of Eid prayers and Ramadan community Iftar gatherings took place as usual whilst all measures was in place to comply with the Government Covid guideline

## **Trustees' annual report (continued)** **For the year ended 31 December 2021**

### **Achievements and performance (continued)**

In another year of the special Ramadan radio broadcast – Ramadan FM (RFM) MKMA engaged in outreach work with a mix of spiritual, factual and light entertainment programs. Through RFM MKMA strives to signpost local, national and international services or information to the community here in Milton Keynes as well as our listeners in towns and cities in the UK and abroad. The RFM project is delivered by volunteers continues to offer a unique platform for the young, youth and older members of the community to develop strong skills in planning, effective communication and time management.

Usually, HM Woodhill Prison in Milton Keynes and HM young offender institution make regular visits to the Centre as part of their staff training. Our centre Manger visited many primary and secondary schools to give talk on Islam.

MKMA is enormously grateful for all the time and resources that more than 100 people donated during the year especially in making it possible to restart activities after lockdown.

### **Financial review**

The Trustees do not have a specific reserves policy that states the maximum or minimum reserves that should be held. Unrestricted funds reserves are maintained to cover operating costs and to ensure continuity of projects. Restricted funds have a specific purpose and are held in anticipation of expenditure in relation to that purpose.

The Statement of Financial Activities shows net incoming resources of £40,827 for the year ended 31 December 2021 (2020: £101,640). Of this total, £33,640 (2020: £82,391) is restricted in its use for the MKICC project, zakat-ul-Fitr, the Bereavement Fund and other designated restricted activities as they arise. The remaining amount of £7,187 (2020: £19,249) is unrestricted and the Trustees consider that it is appropriate to hold the current level of cumulative reserves to be able to continue the Association's operations.

During the year, the voluntary donations to the MKICC fund were £76,637 (2020: £89,640).

MKMA did not undertake any grant-making activity directly but was able to assist other charities in their relief of poverty and suffering. Due to the pandemic, we were not actively making collections during the year for Zakat-ul-Fitr. These collections were handed to Families Relief. These funds are solely used for the relief of need and financial hardship of Muslims. The total collected was £0 (2020: £70).

### **Reserves**

Unrestricted income funds comprise those funds which the Trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the Trustees, at their discretion, have set aside resources for a specific purpose.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or the terms of a specific appeal or public collection of Zakat in accordance with the teachings of Islam.

### **Plans for the future**

Having established the Islamic Centre, future plans of the MKMA cover the furtherance of the provision of services to and catering to the needs of the local community through the use of the Centre as a place of worship, learning and socialising. The MKMA is strengthening links with other community groups in order to improve and extend the services provided to the local community

## **Trustees' annual report (continued)** **For the year ended 31 December 2021**

### **Structure, governance and management**

#### ***Governing document***

MKMA is governed by its Constitution and By-laws which were adopted on 28 February 2007 amended in June 2009 and amended again in February 2017; and is managed by its Trustees.

The structure of the MKMA comprises the Trustees and the Executive Committee. Throughout the year the Trustees have all been Executive Committee members and thus responsible for the governing of the MKMA. Other Executive Committee members hold the positions of Chairman, Secretary and Treasurer.

The Constitution and By-laws, as amended in February 2017 state that there shall be ten Trustees.

#### ***Appointment of Trustees***

Additional persons may be appointed by the Trustees and Executive Committee, as deemed necessary in order to fulfil the aims and objectives of the MKMA. The duration of such appointments shall be determined by the Trustees and Executive Committee.

#### ***Organisation***

The Board of Trustees often convenes meetings on short notice when required.

The Trustees have the power to convene a Shura (Advisory) Council; a body comprised of members of the community that provide support, advice and ideas for the work and development of the MKMA.

The work of the MKMA is undertaken by volunteers and supported by paid staff. Volunteers, including the Trustees and Executive Committee, all work for the MKMA voluntarily in their spare time and are requested to submit a Disclosure and Barring Service (DBS) check when they envisage helping the MKMA over a period of time. Such checks, however, are not always feasible for one-off events unless there is statutory regulation requiring them.

A complaints procedure was formalised as part of the changes which were made to the 2009 Constitution.

#### ***Related parties and co-operation with other organisations***

None of our trustees receive remuneration or other benefit from their work with the charity. Any connection between a trustee of the Charity with a contracting party must be disclosed to the full Board of Trustees in the same way as any other contractual relationship with a related party. In the current year no such related party transactions were reported.

The MKMA's main related party is MKMA Limited, a company that was incorporated to act as a contracting party of the Association.

#### ***Risk management***

The Trustees have assessed the nature of the risks the Charity faces. The Trustees consider and review these risks on a regular basis. The Trustees are satisfied that systems are in place to manage the risks identified.

In particular, insurance cover is in place and the finances of the MKMA are kept under review. Appropriate DBS checks, supported by regularly reviewed policies, are made for all those who work with children within the activities of the MKMA.

## **Trustees' annual report (continued)** **For the year ended 31 December 2021**

### **Structure, governance and management (continued)**

#### ***Procedures and policies***

The Trustees have put in place a number of controls over cash collections, banking, donations, approval of spending and expenses. They review these controls to ensure that they are effective and amend them when necessary to safeguard the assets of the charity.

#### ***Reporting***

The Treasurer will endeavour to publish accounts regularly. Amounts collected at Jumu'ah prayers are announced at the following week's Jumu'ah prayers.

#### ***Cash collection***

All donation collection boxes during events organised by the MKMA are placed in public view at all times. Once the collection is complete, it is counted by an authorised person in the presence of another committee member. A record is then kept of the amount collected, signed and dated by the counter and checker. For donations received, except those directly placed in collection boxes, a receipt is issued to the donor.

#### ***Banking***

All donations are banked using the charity's bank account paying-in books on the same day, if possible.

#### ***Withdrawals***

All cash withdrawals or payments made by cheque of up to £100 must be authorised by any two committee members and can be signed for by the same committee members. Any withdrawals of more than £100 must be authorised by more than two members and can be signed by any two committee members.

#### ***Expenses***

Any expenses must be paid for using the MKMA cheque book. If members of the MKMA incur pre-authorised costs these are reimbursed using the cheque book on production of an expense claim form and till receipt or equivalent paperwork.

#### ***Other collections***

Collections for zakat, sadaqah, and other donations and charitable causes are counted separately, and a receipt issued to the donor, where practicable.

## **Trustees' annual report (continued)** **For the year ended 31 December 2021**

### **Reference and administrative details**

#### ***Registered charity***

The full name of the charity is Milton Keynes Muslim Association ("MKMA"). The charity was registered with the Charity Commission on 11 October 2007. The registration number is 1121142.

#### ***Registered Address***

Islamic Centre, Trubys Garden, Coffee Hall, Milton Keynes MK6 5HA.

#### ***Property and services***

MKMA Limited, a related party, was incorporated as a contracting party for the Association for the construction of the Islamic Centre and for the discharging of other obligations. Accordingly, MKMA Limited owns the Islamic Centre from which the Association undertakes its operations.

#### ***Our history***

The Milton Keynes Muslim Association (the "MKMA") was created in February 2007, following on from the successful activities of the Milton Keynes Juma'a Society (the "MKJS").

On 11 October 2007 the MKMA was registered as a charity with the Charity Commission of England & Wales.

From the time of its inception, the envisaged role of the MKMA has been and continues to be charitable work. The MKMA fosters links between all members of society both Muslim and non-Muslim and engages both the youth and older members of Milton Keynes society physically and spiritually. The aims of the MKMA are wide enough to allow for plenty of growth whilst enabling scope for many ideas which are beneficial for the Muslim community of Milton Keynes.

Going Concern

In the year there was no uncertainty in relation to the charity being a going concern.

#### ***Trustees***

The following people acted as Trustees during the year and at the date of approval of this annual report:

A Abdullah  
M Noor  
M Sheikh  
M M Ageli  
S Ali  
T Gueddar  
M Hikal  
A Labeeb  
O Masuo  
A Suleman (Resigned 5<sup>th</sup> August 2021)

No trustee had any beneficial interest in the Association.



## **Trustees' annual report (continued)** **For the year ended 31 December 2021**

### **Statement of Trustees' responsibilities**

The Trustees 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).

The Law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of the resources of the charity during the year. In preparing the 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 judgments and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operational existence.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. 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 responsible for the maintenance and integrity of the corporate and financial information included on the Charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

### **Independent Examiner**

The Trustees asked Adam Accounting Services Ltd to undertake the independent examination of the annual accounts.

Signed on behalf of the Trustees on 31<sup>ST</sup> October 2022.

AAbdullah

*Morad Hikal*

## **Independent examiner's report to the Trustees of MKMA**

I report to the Trustees on my examination of the accounts of Milton Keynes Muslim Association (MKMA) charity number: 1121142 for the year ended 31 December 2021, which are set out on pages 10 to 23.

### **Responsibilities and basis of report**

As the Charity's trustees are responsible for the preparation of the accounts in accordance with the Charities Act 2011("the Act").

I report in respect of my examination of the Charity's accounts carried out under section 145 of the Charities 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 Charities Act, and

### **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. the accounting records were not kept in accordance with section 130 of the Charities Act; or
2. the accounts did not accord with the accounting records; or
3. 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 order to enable a proper understanding of the accounts to be reached.



Salman Maqbool (FCA)  
Adam Accounting Services Ltd  
ICEAW  
Milton Keynes  
Dated: 31<sup>st</sup> October 2022

**Statement of financial activities – Charity No 1121142  
For the year ended 31 December 2021**

	Note	Unrestricted funds £	Restricted funds £	Total funds 2021 £	Total funds 2020 £
<b>Income resources</b>					
Donations and legacies	3a	75,812	920	76,732	92,643
Charitable activities	3b	-	46,431	46,431	30,107
Other trading activities	3c	62,484	-62,484	-	-
Investments	3d	-	-	-	167
Other incoming resources - Corona Virus Job Retention Scheme Grant		21,407	-	21,407	38,988
<b>Total incoming resources</b>		<b>159,703</b>	<b>-15,133</b>	<b>144,570</b>	<b>161,905</b>
<b>Resources expended</b>					
Raising funds	4a	-2,062	-	-2,062	-2,300
Charitable activities	4b	-72,234	-14,964	-87,198	-91,792
Other	4c	-14,321	-163	-14,484	33,827
<b>Total resources expended</b>		<b>-88,617</b>	<b>-15,127</b>	<b>-103,744</b>	<b>-60,265</b>
<b>Net income/(expenditure) and net movement in funds for the year</b>		<b>71,086</b>	<b>-30,259</b>	<b>40,827</b>	<b>101,640</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward 01.01.21	14	13,184	2,257,596	2,270,780	2,169,140
Reconciliation of Funds Total	14	61,992	-61,992		
<b>Total funds carried forward 31.12.21</b>		<b>146,262</b>	<b>2,165,345</b>	<b>2,311,607</b>	<b>2,270,780</b>

The Statement of Financial Activities includes all gains and losses in the year. All incoming resources and resources expended derive from continuing activities.

In this year's accounts we have transferred funds from the MKICC Restricted Account to our General Unrestricted Account. The accounts SOFA has been reconciled to reflect the Funds Analysis Note 14 after these changes have been made.

For further detail please refer to Accounting Policy 1(d) in regard to Fund Accounting, Note 14 in regard restated Restricted Funds and Note 15 in regard to MKMA Ltd related party.

**Balance sheet – Charity No 1121142  
As at 31 December 2021**

			Restated
	Note	2021 £	2020 £
<b>Current assets</b>			
Fixed Assets	10	7,616	1,648
Debtors	11	2,076,474	2,076,474
Cash at bank and in hand	12	227,519	193,777
		<u>2,311,607</u>	<u>2,271,899</u>
<b>Current liabilities</b>			
Creditors: amounts falling due within one year	13	-	-1,119
		<u>2,311,607</u>	<u>2,270,780</u>
		<u>2,311,607</u>	<u>2,270,780</u>
<b>The funds of the charity:</b>			
	14		
Unrestricted funds		146,262	-5,786
Restricted funds		2,165,345	2,276,566
		<u>2,311,607</u>	<u>2,270,780</u>
		<u>2,311,607</u>	<u>2,270,780</u>

The notes on pages 12 to 21 form part of these accounts.

Approved on behalf of all the Trustees on 31<sup>st</sup> October 2022 by:

AAbdullah

*Morad Hikal*

**Notes to the accounts**  
**For the year ended 31 December 2021**

**1. Accounting policies**

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as summarised below. They have been applied consistently throughout the year and in the preceding year.

**a) Basis of preparation and assessment of going concern**

The financial statements have been prepared on the historic cost convention and in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the 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.

The presentation currency of these financial statements is sterling and all amounts have been rounded to the nearest £1.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

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

**b) Reconciliation with previous Generally Accepted Accounting Practice**

In preparing the accounts, the Trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 a restatement of comparative items was needed. No restatements were required. There was no difference in the previously reported net income under the previous GAAP and FRS 102.

**c) Recognition of income**

Income is included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the income;
- any performance conditions attached to the item(s) of income have been met;
- it is probable that the income will be received; and
- the monetary value can be measured with sufficient reliability.

**d) Fund accounting**

Unrestricted income funds comprise those funds which the Trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the Trustees, at their discretion, have set aside resources for a specific purpose.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or the terms of a specific appeal or public collection of Zakat in accordance with the teachings of Islam.

Further details of each fund are disclosed in note 14. In this year's accounts we have transferred funds from the MKICC Restricted Account to our General Unrestricted Account. For further detail please refer to Note 14 in regard to the Restricted Funds and Note 15 in regard to MKMA Ltd related party.

**e) Matching income with related expenditure**

Where income has related expenditure (as with fundraising or contract income) the income and related expenditure are reported gross in the SOFA, when practicable.

**Notes to the accounts (continued)**  
**For the year ended 31 December 2021**

**1. Accounting policies (continued)**

**f) Grants and donations**

Grants and donations are only included in the SOFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 SORP). Grants and donations are only included in the SOFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 SORP).

**g) Donated services**

Identified donated services or facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. On receipt, donated services and facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

**h) Tax reclaims on donations**

Gift Aid reclaimable on donations to the charity is included in accordance with the income recognition policy.

**i) Expenditure and irrecoverable VAT**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds comprise the costs of donation website support services and fundraising costs.
- Expenditure on charitable activities includes the costs of Madrassah, Ramadan FM radio project, community support services and collections for specified activities undertaken to further the purposes of the charity and their associated support costs.
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

**j) Allocation of support costs**

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charity's programmes and activities. These costs have been allocated between cost of raising funds, expenditure on charitable activities and other expenditure. The bases on which support costs have been allocated are set out in note 4.

**k) Gifts in kind**

Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised.

Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity.

**Notes to the accounts (continued)**  
**For the year ended 31 December 2021**

**1. Accounting policies (continued)**

**l) Volunteer help**

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

**m) Investment income**

Investment income, which comprises bank interest, is included in the accounts when receivable; this is normally on notification of the interest paid by the bank.

**n) Fixed assets**

All assets costing more than £500 are capitalised. Depreciation on all equipment is charged on a straight line basis over 5 years.

**o) Debtors**

Amounts owed by related parties are recognised at the settlement amount due. The debtor balance has not been amortised with interest rate as the effect of the amortisation has not been considered material and due to religious observation.

**p) Cash at bank and in hand**

Cash at bank and cash in hand includes cash.

**q) Creditors and provisions**

Creditors where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any discounts due. The creditor balances have not been amortised with interest rate as the effect of the amortisation has not been considered material and due to religious observation.

**r) Governance costs**

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.

**s) Bad debt provision**

A provision is made against debts that are judged to be doubtful.

**2. Taxation**

MKMA is a registered charity and accordingly is exempt from taxation on its income and gains where they are applied for charitable purposes.

**Notes to the accounts (continued)**  
**For the year ended 31 December 2021**

**3. Analysis of incoming resources**

**a) Income from donations and legacies**

	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Total 2021</b>	<b>Total 2020</b>
	£	£	£	£
Donations	75,812	-	75,812	81,715
Gift aid received	-	-	-	7,758
Collections (Zakat-ul-Fitr)	-	215	215	70
Zakat-ul Mal & Sadaqa	-	705	705	3,100
	<b>75,812</b>	<b>920</b>	<b>76,732</b>	<b>92,643</b>

**b) Income from charitable activities**

	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Total 2021</b>	<b>Total 2020</b>
	£	£	£	£
Ramadan FM income	-	3,400	3,400	4,030
Madrassa fees	-	12,743	12,743	9,977
Bereavement fund	-	28,305	28,305	12,810
Other activities	-	-	-	-
Food Parcel/Bank Donations	-	1,983	1,983	3,290
Nikkah	-	-	-	-
	<b>-</b>	<b>46,431</b>	<b>46,431</b>	<b>30,107</b>

**d) Income from investments**

	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Total 2021</b>	<b>Total 2020</b>
	£	£	£	£
Bank interest	-	-	-	167

**e) Income from Other Trading Activities**

	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Total 2021</b>	<b>Total 2020</b>
	£	£	£	£
Bank interest	62,484	-62,484	-	-

Please see note 14 for further detail in regard to these transactions



**Notes to the accounts (continued)**  
**For the year ended 31 December 2021**

**4. Analysis of expenditure**

**a) Raising funds**

	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Total 2021</b>	<b>Total 2020</b>
	£	£	£	£
Donation support services	2,062	-	2,062	2,300
	<hr/>	<hr/>	<hr/>	<hr/>

**b) Charitable activities**

	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Total 2021</b>	<b>Total 2020</b>
	£	£	£	£
Madrasah				
Payments to teachers	-	7,440	7,440	23,058
Stationery and books	-	-	-	227
Madrasa - Other	-	-	-	-
Furniture	-	-	-	-
Training Cost	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>
	<b>-</b>	<b>7,440</b>	<b>7,440</b>	<b>23,285</b>
	<hr/>	<hr/>	<hr/>	<hr/>
Ramadan FM radio project				
Ofcom licences	-	2,240	2,240	2,640
Broadcasting equipment hire	-	1,800	1,800	1,800
Equipment purchases and other	-	-	-	-
Portakabin hire and insurance	-	-	-	-
Bad debt write-off	-	-	-	-
Application fees	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>
	<b>-</b>	<b>4,040</b>	<b>4,040</b>	<b>4,440</b>
	<hr/>	<hr/>	<hr/>	<hr/>
Hall hire	-	-	-	-
Bereavement and funeral expenses	-	1,688	1,688	5,323
Printing, stationery and books	-	-	-	-
Community and educational events	-	-	-	-
Payroll costs (note 8)	72,234	-	72,234	54,477
	<hr/>	<hr/>	<hr/>	<hr/>
	<b>72,234</b>	<b>1,688</b>	<b>73,922</b>	<b>59,800</b>
	<hr/>	<hr/>	<hr/>	<hr/>

**Notes to the accounts (continued)**  
**For the year ended 31 December 2021**

**4. Analysis of expenditure (continued)**

**b) Charitable activities (continued)**

	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
Expenditure for specified activities:				
Zakat-ul-Fitr	-	-	-	-
Food Parcels/Bank	-	1,796	1,796	4,267
Other sponsorship grants	-	-	-	-
	<u>-</u>	<u>1,796</u>	<u>1,796</u>	<u>4,267</u>
<b>Total Expenditure on Charitable activities</b>	<b><u>74,296</u></b>	<b><u>14,964</u></b>	<b><u>89,260</u></b>	<b><u>91,792</u></b>

**c) Other**

	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
Public liability insurance	2,010	-	2,010	2,273
Utilities	6,849	-	6,849	7,146
Consumables	-	-	-	-
Webhosting and communications	461	-	461	824
Accounting software and services	1,046	-	1,046	911
Courses	-	-	-	-
Rates and council tax	-	-	-	-
Membership and subscriptions	450	-	450	545
Other costs	752	-	752	997
Building and grounds maintenance	962	-	962	719
Legal & Professional	772	-	772	-35,850
Equipment Centre	-	-	-	-
Subsistence	649	-	649	903
Depreciation Expense	370	163	533	202
Early Settlement Discount *	-	-	-	-12,497
	<u>14,321</u>	<u>163</u>	<u>14,484</u>	<u>-33,827</u>

\* Early Settlement Discount relates to discount given on land purchase instalments paid before agreed date.

**5. Governance costs**

In the year, included within other expenditure are fees for the independent examination of these accounts of £250 (2020: £250). No other costs were incurred in the current or prior year relating to the governance of the MKMA.

**Notes to the accounts (continued)**  
**For the year ended 31 December 2021**

**6. Trustees and other related party transactions**

No Trustees received any remuneration in respect of their responsibilities as Trustees.

**7. Fees for examination or audit of the accounts**

<b>2021</b>	<b>2020</b>
<b>£</b>	<b>£</b>
363	363

**8. Staff costs**

The MKMA did not employ any staff during the year (2020: none). In discharging its charitable duties and obligations MKMA received people services through the employees of MKMA Limited, a related party of MKMA. During the year the services of 5 individuals (2020: 5) were received by the MKMA. These individuals provided services in cleaning and caretaking: 3 individuals (2020: 3); clerical and administrative services: 2 individuals (2020: 2). The costs of these employees of MKMA Limited of £72,234 (2020: £54,477) were recharged to MKMA. These costs are disclosed in note 4b. This year the Coronavirus Job Retention Scheme (CJRS) grant was claimed from HMRC to the value of £21,407 (2020:£38,988); this has been recorded as Other Income.

Payments were made to some teachers of the Madrassah during the year in recognition of the contribution they made amounting to £7,440 (2020: £23,058). No amounts were reimbursed specifically for travelling expenses (2020: £nil).

**9. Donated services**

MKMA receives free services from many members of the local community which are not recorded in the accounts on the grounds that it is not possible to value the services accurately. These services have not been paid for and are not material to the accounts of the charity. They include architectural, graphics, legal, accounting, religious leadership, consultancy, teaching, event organisation and catering services amongst others.

**Notes to the accounts (continued)**  
**For the year ended 31 December 2021**

10.	Mosque Equipment £	Restricted Motor Vehicles £
Cost		
As at 01.01.2021	1850	-
Additions	-	6500
Disposals	-	-
At 31.12.2021	<u>1850</u>	<u>6500</u>
Depreciation		
As at 01.01.2021	202	
Depreciation for year	370	163
Disposals	-	-
At 31.12.2021	<u>572</u>	<u>163</u>
Net Book Value		
At 31.12.2021	<u>1278</u>	<u>6338</u>
At 31.12.2020	<u>1648</u>	<u>-</u>

**11. Debtors**

	2021 £	2020 £
Amounts owed by related parties	2,076,474	2,076,474
Fixed Assets included in 2020 Total		1,648
	<u>2,076,474</u>	<u>2,078,122</u>

**12. Cash at bank and in hand**

	2021 £	2020 £
Cash in hand	540	540
Cash at bank	226,979	193,237
	<u>227,519</u>	<u>193,777</u>

**Notes to the accounts (continued)**  
**For the year ended 31 December 2021**

**13. Creditors: amounts falling due within 1 year**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Other loans	-	-
Accruals	-	1,119
	<u>-</u>	<u>1,119</u>

Other loans comprise amounts loaned to the MKMA under interest free, variable repayment term arrangements as *Qard Hasanat*.

**14. Analysis of funds**

**Unrestricted funds**

Unrestricted funds show the income and costs relating to the wide range of activities undertaken by MKMA. These are detailed in the Trustees' annual report and accounts.

The Madrassah, though not designated as a restricted fund, has its own bank account separate from that of the MKMA general funds and the MKICC restricted funds.

**Restricted funds**

Restricted funds are to be used only for the following specific purposes:

MKICC - donations have been received from members of the Muslim community in Milton Keynes and others. These donations in the past were restricted in their use for the purpose of settling costs of the MKICC which was mainly the land and buildings cost through the Related Party. In 2020 these costs were settled so any donations made by the community that were in the fund have now been transferred to Unrestricted Funds.

Collections made on behalf of other charities (including Zakat-ul-Fitr) - collections were handed to a chosen Muslim humanitarian charity. These funds are solely used for the relief of need and financial hardship of Muslims.

Funds raised for the Bereavement Fund are used solely for the purpose of observance of last rights for members and their families.

Notes to the accounts (continued)  
For the year ended 31 December 2021

14. Analysis of funds (continued)

2021 RESTATED	1 January 2021 £	Income £	Expenditure £	31 Dec 2021 £
<b>Unrestricted funds</b>				
MKMA general fund	-5,785	97,219	-88,616	2,818
MKICC	80,960	62,484		143,444
	<u>75,175</u>	<u>159,703</u>	<u>-88,616</u>	<u>146,262</u>
<b>Restricted funds</b>				
MKICC	2,138,958	-62,484		2,076,474
Bereavement fund	44,863	28,305	-1,851	71,317
Madrassah	7,571	12,743	-7,440	12,874
Ramadan FM radio project	-3,320	3,400	-4,040	-3,960
Zakat-ul-Fitr	4,722	215	-	4,937
Zakat-ul Mal & Other	2,812	2,688	-1,796	3,704
	<u>2,195,605</u>	<u>-15,133</u>	<u>-15,127</u>	<u>2,165,345</u>
<b>Total funds</b>	<u>2,270,780</u>	<u>144,570</u>	<u>-103,743</u>	<u>2,311,607</u>

Other restricted funds movements in the year were in respect of donations received for Zakat-ul Mal and Food Bank Donations

These are the details of the material fund Restated to reflect Related Party amounts following payment of the remaining balance of Land and Buildings in the 2020 accounts which was the only remaining Restricted cost settlement needed for MKICC by the related party. Any additional balances that were still showing on the 2020 Balance Sheet in the Restricted MKICC fund have been transferred via b/f tracking funds for MKICC or other trading activities tracking changes in 2020 to the Unrestricted MKMA General Fund only leaving Restricted MKICC balances on the Balance Sheet relating to costs that were paid by Related Party.

	Correct 1 Jan 2021 b/f as below £	Restated Income £	Reinstated Expenditure £	New Balance c/f 1 Jan 2021 £
<b>Unrestricted funds</b>				
MKMA general fund	-5,785	-	-	-5,785
MKICC to MKMA Unrestricted	-	80,960		80,960
MKICC Restricted Related Party	2,219,918	-80,960		2,138,958
<b>Total MKICC</b>	<u>2,219,918</u>	<u>0</u>	<u>-</u>	<u>2,219,918</u>
<b>Restricted funds</b>				
Bereavement fund	44,863	-	-	44,863
Madrassah	7,571	-	-	7,571
Ramadan FM radio project	-3,320	-	-	-3,320
Zakat-ul-Fitr	4,722	-	-	4,722
Zakat-ul Mal & Other	2,812	-	-	2,812
	<u>56,647</u>	<u>-</u>	<u>-</u>	<u>56,647</u>
<b>Total funds</b>	<u>2,270,780</u>	<u>161,905</u>	<u>-60,265</u>	<u>2,270,780</u>

Notes to the accounts (continued)  
For the year ended 31 December 2021

Details of material fund held and movements shown in last year's annual report for previous year:

	1 January 2020 £	Income £	Expenditure £	31 December 2020 £
<b>Unrestricted funds</b>				
MKMA general fund	-63,612	23,860	33,967	-25,394
	<u>-63,612</u>	<u>23,860</u>	<u>33,967</u>	<u>-25,394</u>
<b>Restricted funds</b>				
MKICC	2,171,066	104,768	-55,916	2,243,777
Bereavement fund	37,376	12,810	-5,323	44,863
Madrasah	21,879	9,977	-24,285	4,722
Ramadan FM radio project	-2,910	4,030	-4,440	
Zakat-ul-Fitr	4,652	70	-	
Zakat-ul Mal & Other	689	6390	-4267	2,812
Rounding			-1	
	<u>2,232,752</u>	<u>138,045</u>	<u>-94,232</u>	<u>2,296,174</u>
<b>Total funds</b>	<u>2,169,140</u>	<u>161,905</u>	<u>-60,265</u>	<u>2,270,780</u>

There was an error in the calculation in the 31 December 2020 column in last years annual report which do not add up, the 2020 calculations should have read as follows:

	1 January 2020 £	Income £	Expenditure £	31 December 2020 £
<b>Unrestricted funds</b>				
MKMA general fund	-63,612	23,860	33,967	-5,785
	<u>-63,612</u>	<u>23,860</u>	<u>33,967</u>	<u>-5,785</u>
<b>Restricted funds</b>				
MKICC	2,171,066	104,768	-55,916	2,219,918
Bereavement fund	37,376	12,810	-5,323	44,863
Madrasah	21,879	9,977	-24,285	7,571
Ramadan FM radio project	-2,910	4,030	-4,440	-3,320
Zakat-ul-Fitr	4,652	70	-	4,722
Zakat-ul Mal & Other	689	6390	-4267	2,812
	<u>2,232,752</u>	<u>138,045</u>	<u>-94,232</u>	<u>2,276,565</u>
<b>Total funds</b>	<u>2,169,140</u>	<u>161,905</u>	<u>-60,265</u>	<u>2,270,780</u>

**Notes to the accounts (continued)**  
**For the year ended 31 December 2021**

**15. Related party transactions**

**MKMA Limited**

During the year the MKMA had transactions with MKMA Limited (the Company). The Company was incorporated and established as a contracting party for the MKMA for the construction of the MKICC and the furtherance of the charitable objectives of MKMA. The Company provided employee services to MKMA whilst MKMA collected rental income on behalf of the Company.

Donations from the public and the community were received by the MKMA, which then makes the funds available to the Company to settle the construction and other liabilities as they fell due. These were all settled in 2020.

The directors of the Company are appointed from and by the Trustees and Executive Committee of the Milton Keynes Muslim Association. As at 31 December 2021, the Association had made net payments to contractors and suppliers on behalf of the Company of £2,076,474 (2020: £2,076,474).

**Madrassah**

During the year Z Saleem, the spouse of one of the Trustees, received £nil (2020: £nil) for teaching services provided to Madrassah pupils.