

Trustees report and financial statements

for the year ended 31 December 2012

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# Reference and administrative details of the company, its trustees and advisers for the year ended 31 December 2012

Trustees	M Saeed M A Hanif
Company secretary	A A Qayyum
Senior management	I Raza (Centre Manager) A A Qayyum BA(Hons) ACA (Treasurer)
Company registered number	06552666
Charity registered number	1125833
Registered office	20 Green Lane Small Heath Birmingham West Midlands B9 5DB
Independent auditors	Dains LLP Third Floor Fort Dunlop Fort Parkway Birmingham B24 9FD
Bankers	Barclays Bank 534 Coventry Road Birmingham B10 0UP
Solicitors	Brabners Chaffe Street LLP Horton House Exchange Flags Liverpool L2 3YL

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### Trustees' report for the year ended 31 December 2012

The Trustees (who are also directors of the charity for the purposes of the Companies Act) present their annual report together with the audited financial statements of Green Lane Masjid and Community Centre (the company and the group) for the ended 31 December 2012. The Trustees confirm that the Annual report and financial statements of the company and the group comply with the current statutory requirements, the requirements of the company and the group's governing document and the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in March 2005.

#### Structure, governance and management

#### a. Constitution

Green Lane Masjid and Community Centre (GLMCC) is a company limited by guarantee and is constituted under a Memorandum of Association dated 2nd April 2008 as amended by Special Resolution(s) dated 19th March 2012 and 20th April 2012 and was registered with the Charity Commission on 10th September 2008.

#### b. Method of appointment or election of Trustees

New trustees are elected by the membership of the charity and appointed for a term of three years. The Serving board of trustees can co-opt further Trustees for a term of one year under the terms of the Articles of Association.

#### c. Policies adopted for the induction and training of Trustees

New trustees undergo a briefing on their legal obligations under charity law, the content of the Memorandum and Articles of Association, the Management Committee and decision making processes, the business plan and recent financial performance of the charity. New trustees also meet key employees and other trustees. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

#### d. Organisational structure and decision making

The overall management and control of the charity is the responsibility of the trustees who give their time freely and receive no remuneration or other benefits for carrying out their role.

The trustees meet on a monthly basis to make operational decisions relating to administration and management of the mosque and community centre.

Day to day responsibilities of the mosque and community centre have been delegated to the Centre Manager. To assist in the smooth running of the charity, the trustees have further delegated the responsibility of various functions and activities of the charity to a number of sub-committees. The heads of each of the sub-committees form the Management Committee and meet on a monthly basis to report feedback and make operational decisions.

#### e. Risk management

The trustees have assessed the major risks to which the charitable company and the group is exposed, in particular those related to the operations and finances of the charitable company and the group, and are satisfied that systems and procedures are in place to mitigate our exposure to the major risks.

# Trustees' report (continued) for the year ended 31 December 2012

#### **Objectives and Activities**

#### a. Policies and objectives

#### Our objectives and aims

The objective of the charity as set out in the Memorandum of Association is to advance the Islamic Faith for the public benefit.

Our aims are to provide facilities for the Muslim population of Birmingham to worship their Creator and to educate them about their faith based upon the teachings of the Qur'an and the Sunnah as understood by the companions of the Prophet (may peace an blessings be upon him) and by those that followed them. We also wish to develop the self-confidence of the Muslim community in their faith through our events and activities and to encourage them to make a positive contribution to the wider society.

#### Public benefit

The trustees frequently review the activities of the charity to ensure they continue to reflect the objectives and aims of the charity and provide an overall benefit to the public. In carrying out this review the trustees have considered the Charity Commission's general guidance on public benefit and in particular its supplementary public guidance on the advancement of religion for the public benefit.

#### b. Strategies for achieving objectives

GLMCC welcomes all Muslims to come and worship their Creator and to learn about their faith. In particular we are proud to be one of the very few mosques in Birmingham that has a truly diverse congregation from various ethnic backgrounds including those from the Sub-Continent, Middle East, Africa and Europe.

Our various educational programmes are delivered to both males and females in English, Urdu and Somali languages and are also broadcast online through video and audio streaming for the home viewers/listeners.

We have a large and growing e-mail and SMS database which can be subscribed to by any person through our website. All our programmes and activities are advertised through frequent e-mail/SMS mailings and are available on our website and notice boards within the mosque.

The vast majority of our activities are available free of charge. Where a charge is made for certain limited activities/programmes, the cost is usually nominal and affordable to the majority.

#### Use of volunteers

The vast majority of the work undertaken by GLMCC is by a dedicated and indispensible team of volunteers. Except for our administration, support staff and teachers within the Madrassah, all other work is carried out by volunteers and we greatly appreciate the time and effort dedicated by all volunteers.

# Trustees' report (continued) for the year ended 31 December 2012

#### c. Activities for achieving objectives

#### How our activities deliver public benefit

GLMCC undertakes a wide variety of activities to achieve its objective and aims, the trustees believe that the activities summarised below provide benefit to our attendees as well as the wider community:

#### **Religious Services**

Facilitating the daily prayers sets the foundations for the main objective of the prayer space. The continued activities and increase in number of people attending the daily prayers has been noted. Until October, when the newly refurbished site was partially handed over, the marquee was used to accommodate activities in replacement of the community hall. Upon receiving access to the refurbished site, the community hall and basement were both immediately put into use to accommodate the large Friday Prayer congregation during the colder seasons.

#### Daily Prayers

Green Lane Masjid and Community Centre has continued to expand in its congregational prayers. On average, throughout the 5 prayers on a daily basis, there is a congregation of around 600 people. The Sunrise prayer has increased in comparison to previous year with attendance on average of 150 people throughout the year.

#### Friday Prayers

Our largest weekly congregation is the Friday Prayer where this facility is pushed to its limits to accommodate worshippers. During peak periods, we accommodate around 4,500 people for the Friday prayer. During the holiday seasons the congregation expands throughout the entire building and overspills into the car park.

#### <u>Ramadan</u>

Ramadan is one of the yearly highlights of the Islamic calendar for GLMCC. In order to reflect the spiritual uplifting of the community, the Masjid tries its utmost to ensure that it provides a comfortable environment for worship.

With it being a grand opportunity to attain forgiveness, members of the congregation are much more generous in donations and time. A small iftar (breaking fast) meal is provided daily for those who wish to break their fast in the Masjid. On average, 250 people open there fast at the Masjid. This year we received large donations to cover the costs of this meal. Additionally, this year we added appreciation dinners for the volunteers and staff who partook in the logistical operations of the events.

Extra volunteers are brought in to manage the added numbers that come for the nightly tarawih prayers, with attendees often filling the Prayer Halls and the Marquee. The new GLM volunteers program supported the management of the prayers and provided not only a smooth operation but also a welcoming and secure environment for worshippers.

There is also provision made every year for brothers who wish to perform i'tikaf (seclusion) in the Masjid. This year we had a volunteer who supported and assisted the worshippers during the seclusion period. Due to the large number of attendees in the Masjid for the tarawih prayers, short talks were delivered every night after the prayers. Although the talks were delivered at around 11:30pm, a large number of people remained behind to attend and benefit.

# Trustees' report (continued) for the year ended 31 December 2012

#### <u>Eid</u>

2012 saw GLMCC's first outdoor Eid prayer at Sara Park. GLMCC worked closely with Birmingham City Council and the Parks Committee to book the space. Over 40 volunteer stewards were brought in from the growing number of GLM Volunteers and preparation began shortly before sunrise so as to be ready to perform the prayer at 8:30am. The turnout was far beyond what was expected and there was a great sense of unity throughout the park as other local Islamic Centres also directed their congregation to this event. Many happy memories were created as once again GLMCC set a new benchmark.

Eid ul Adha prayer was 3 months later and in November. Due to the cold weather conditions the prayer was conducted at the Masjid. We were required to replicate the prayer 3 times. Each prayer was in either English or Urdu and the Masjidwas crammed with worshippers throughout the entire site for each prayer. We estimated a footfall of at least 12,000 worshippers for the Eid prayer.

For both Eids, gift bags were produced for children with sweets, colouring books, toys and balloons.

#### **Educational Services**

Educating the community is an on-going effort to develop them and prepare members of our society for tomorrow. GLMCC does its upmost to cultivate the community using a variety of different methods and initiatives. In 2012 it split the focus to engage with the community in different forms.

It focused on the re-model of the Madrasah; an evening school for children from nursery age to 11 years old. The Tarbiyah Program is an overnight stay program packed with interactive education for over 100 people aged 16 and above . For the community aged between 12 and 20 a Sex and Relationship Education (SRE) workshop welcomed a large number of youth to teach them about this important topic. In addition to this are the famous annual conferences which attract attention and attendance from around the UK and beyond.

#### Madrassa Salafiyah

Madrasah Salafiyah has continued to build on the links and partnerships with local educational cluster groups that were established in 2010 by providing educational support to neighbouring schools.

2012 saw the Madrasah team working hard to finalise and execute the new model. At the same time the Madrasah facilities underwent an exciting period of refurbishment and in October were all occupied by the Madrasah in the evenings. The state of the art facility and the new model added to raising standards where students no longer felt they were stepping down a level of quality when attending the Madrasah after finishing school. Teachers commented that the teaching had become more effective ,in part due to a more learning friendly environment.

The year saw a number of events which highlighted the ongoing progression and success of the Madrasah. The beginning of the year started with a national competition where 5 Madrasah Salafiyah students were recognised for their outstanding performances and were presented with prizes by Prince Naif of Saudi Arabia. During Ramadan, a number of students also led portions of the evening Prayer. November then saw its first Graduation Ceremony in the newly refurbished site.

Continued collaboration with neighbouring mainstream schools in the form of workshops and assemblies, with regular daily classes taking place at Marlborough Junior School, is also clear evidence of a very high level of community involvement, sending very positive messages to local families. The Madrasah has now increased its links with neighbouring schools this year, to also include Hobmoor Junior School.

#### Adult Education Courses

The Adult Education courses comprise of the highly popular Arabic, Tajweed, Hifdh, Qaidah and Tafseer classes that run weekly throughout the academic year. With the varying levels of courses on offer and highly qualified teachers to deliver them, we had a surge of students for 2012 reaching up to 400, the vast majority of them being women. This meant that we were holding numerous classes everyday of the week. GLMCC is proud to continue to focus on the specific needs of women within our community. Many of our daily activities

# Trustees' report (continued) for the year ended 31 December 2012

#### are geared towards women.

In an attempt to build on valuable human resources we are training current high flying students to become our future teachers.

Quran Classes for Reverts take place on a weekend once a week. The aim is to start learning the Quran at a slow and steady pace from the basics, as no previous subject knowledge is required to join the class. Also a Salah (prayer) course for Revert Sisters was successfully delivered as a block course of around 8 weeks.

#### <u>Da'wah</u>

The Da'wah Committee has maintained it activities this year. Particular achievements are as follows:

1. Introduction of the Poisoned Hearts series of seminars dealing with deviant sects.

2. A successful Summer Conference, attracting people from all over the UK. The turnout was significantly more than the previous year.

3. Launch of Re-enlighten website and gift boxes for reverts.

4. An extremely successful winter conference, building on the success of last year's event. This has become the main event in the UK (if not Europe) for the Salafi community.

5. Attendance of world class speakers/shaykhs at GLM conferences.

6. Due to the nature and frequency of the events, line up of speakers, subject matter addressed and the professional delivery of programmes, Green Lane Masjid has become a very significant part of Da'wah not only in Birmingham but in the UK as a whole. In fact people from mainland Europe have also attended some of the key events.

May saw the first in a series of seminars focusing on deviant beliefs. Poisoned Hearts 1 presented an in-depth study of extreme beliefs, history and ideologies. Academics from around the world were invited to participate in this seminar and the turnout saw around 1000 people.

A 3-day seminar took place between Friday 1st June to Sunday 3rd June and went through a description of the final abodes of the believers and disbelievers; Paradise & Hellfire. Some of the topics that were discussed were Beyond the Gates of Hell, Categories of the Condemned and What No Eye Has Seen. The seminar was delivered by Sh Adnan Abdul Qadir of Kuwait.

#### Annual Summer Conference: Is Anyone There?

This year's conference in September, dealt with problems people face in their lives and how the solution to every problem is to turn back to Allah (SWT). Speakers included Sheikh Assim al-Hakeem, Sheikh Abdul Bary Yahya and Saed Rageah. We decided to base it around various scenarios which people go through in their life such as marriage, loneliness, sin, wealth, career etc. Topics were chosen to strike a chord with people as it will be something to which they can relate.

The title 'Is Anyone There?' was chosen because it is a question everyone asks when they are facing a trial; people feel alone. The purpose of the conference is to ingrain in people that Allah is always there and He just needs to be called upon in the right way using His correct Names and Attributes.

The Summer Conference accommodated over 400 people during the night. Not only was this a service to the attendees travelling from out of town, but it also added to the atmosphere.

November saw the second of part of the Poisoned Hearts Series which dealt with the Shi'as and their extreme beliefs when it comes to the Household of the Prophet (s), and on the other end of the spectrum their hate for the companions of the Messenger of Allah.

#### Winter Conference - The Muslim Family - The Bedrock of Society

This was a 3-day conference held over the Christmas period from Monday 24th December 24th to Wednesday 26th December. Participating speakers included Sh Salih Sadlan (KSA), Sh Abdul Aziz Sadhan (KSA) and Sh Abdullah Shakir (Egypt).

# Trustees' report (continued) for the year ended 31 December 2012

The theme was the Muslim family and issues, problems and difficulties facing Muslim families living in the West and how we can resolve them. Intensive lessons were also held in The Four Principles by Shaykh Abdul-Wahhab delivered by Shaykh Faisal Jasim and also the Figh of Marriage delivered by Sh Salih as-Sadlan.

The conference was deemed an astounding success in terms of the attendance, topic, feedback and general organisation of the event. This was the first time the newly converted parts of the building had been fully utilised.

Some of the topics delivered included:

- · Importance of Ageedah for the Muslim Family
- Dealing with Our In-Laws
- Resolving the Problem of the Husband & the Wife
- Lessons from the Family of Abu Bakr

#### Weekly Activities

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Throughout the year, the regular activities form the backbone of on-going educational progression. **Every Monday** Explanation of Riyad Al-Salihin; a series of lectures on Islamic Character in Urdu. By Zakaullah Saleem Language: Urdu Approx. Attendance: 20?30

### **Every Tuesday**

A series of lectures on the Islamic creed based on Sharh al-Sunnah by Imam Al-Barbahari By Abu Usamah Language: English Approx. Attendance: 30?80

### **Every Thursday**

Explanation of Bulugh Al-Maram By Dr Ahsan Hanif Language: English Approx. Attendance: 40?60

### **Every Sunday**

A series of lectures covering the commentary of the Qur'an in Urdu. By Hafeezullah Khan Language: Urdu Approx. Attendance: 20-30

#### Monthly Reverts Dinners

Comprising of an interactive workshop to enhance Islamic knowledge followed by a meal and some time to socialise, these dinners house approximately 25-30 regular attendees.

### Open Days

Taking the form of an Islamic exhibition, the open days are intended to allow the general public to ask those questions that they would not usually have the opportunity to ask. Although the use of glossy posters, AV equipment and refreshments add to the aesthetic quality, the most beneficial aspect of the open days is the opportunity for prolonged dialogue between guest and host. Each host present has sufficient skills and knowledge to present Islam in a positive manner and to effectively address and deal with the queries of the guest. It is not an uncommon sight to see individuals or groups of people in discussion for well over an hour. Each guest is also given a gift pack containing important information and is also requested to fill in a feedback questionnaire. The feedback received has been positive with a number of guests commending the effort. It is also worth noting that the Green Lane Masjid sisters team are also actively involved in this project and that it is

# Trustees' report (continued) for the year ended 31 December 2012

run on the day by both brothers and sisters.

Objectives were to:

- · Distribute and make available information on Islam.
- Provide an environment where guests may ask and address the queries they have regarding Islam.
- Facilitate information flow between different social groups to aid mutual tolerance.
- Foster stronger relations with the local community.

During 2012 there were 8 open days that took place which invited approximately 1200 people. Each open day (except one) resulted in 3 / 4 Shahadahs taking place.

#### **Community Services and Programmes**

#### Pure Match Matrimonial Service

The second half of 2012 saw the launch of the pilot phase of GLMCC's much awaited online matrimonial service, Pure Match. The service is exclusively for practising Muslims associated to GLMCC. The service establishes a membership base comprising entirely of Muslims seeking marriage who all conform to the Salafi practice, with such criteria the service ensures a higher level of compatibility between the members. Pure Match has been in a trial period for six months as just a simple but yet effective introductory service. In the last six months the service has developed from strength to strength. It has received over one thousand applications with over 500 approved registered members. Alhamdulillah, we are receiving positive feedback which will enhance the preparation for the next phase which will introduce a phone app version, improved functionality and it will become a premium site with an official launch of the site pencilled in for mid-2013 Insha'Allah.

#### Marriage Registrations

October 2012 saw the first official Civil Marriage take place at the Masjid. This service will provide a convenience to those potential couples who either wish not to have their marriage registration at the registry office or who want the Nikkah and civil marriage held under one roof. The Masjid has two registrars and up to four Imams to deliver the services.

#### Young Ummah Girl's Youth Club

This was launched in February 2012 to deliver consistent (weekly) youth related activities for 11 - 19 year old girls, to teach girls about social values, moral conduct and make them aware of their British identity, as well as to create community cohesion within the young community. Within the youth club all areas of youth development are covered – academic, social, religious/moral (Tarbiyyah), recreational, life skills, counselling /mentoring and over the course of 2012 the club had over 150 girls registered.

#### Arabic Courses

Throughout 2012, 3 levels of Arabic courses were taught to a variety of students who enrolled onto the program for brothers. The women's team further excelled in their Arabic language, hifdh and tajweed classes with the launch of their classes which attracts around 300 students.

#### SRE Workshops

GLMCC ran a number of smaller SRE workshops in 2012, following the pioneering launch of this event a couple of year ago. We cleared the waiting list and many students benefitted from the advice given.

#### <u>Sign Language</u>

Every Friday a class is arranged to deliver the basics about Islam to the deaf community via sign language. GLMCC is one of the few centres in the UK to support the deaf community in learning about Islam.

# Trustees' report (continued) for the year ended 31 December 2012

#### Email/Phone Correspondence

Email/phone correspondence is checked and replied to daily. An average of 20-30 emails/phone calls come through every week with enquiries about services that GLMCC offer, support that GLMCC can provide by way of signposting and giving Islamic knowledge (Ask the Imam), and queries for the Management (Ask Management).

### Tri monthly Ghusl workshop

Since the initial ghusl and shrouding workshop which took place in 2009 this successful community initiative has helped over 250 sisters practically learn how to wash and shroud the dead. We train sisters in a way such that they are able to train and teach others.

#### Mini Muslimahs: Body Talk

A daylong event delivered annually that is aimed at primary school children. This year the event focussed on the Tongue, the Hands, the Heart and the Eyes and how they can all be used to do good actions and get closer to Allah. The children also took part in recreational activities which included a bouncy castle, balloon modelling, fruit salad, and making a heart shaped holder. Approximately 120 girls attended and benefitted from the day. During this event a Qur'an competition took place where children competed with how much Quran they knew and how well they can recite. In 2012 we had many more children than ever before taking part and the standard of participants was higher than ever before.

#### Tarbiyyah Programme: It's A Family Affair

Our annual Tarbiyyah day for sisters was packed with lots to do. From workshops about dealing with the family – spouse, children and in-laws to recreational activities such as creative DIY, life coaching, and team sports. The day ended with a mouth watering meal and a lively debate. With over 100 sisters attending for the whole day the experience was one of making lifelong friends and amazing sisterhood.

#### Mother and Toddler

Attracting an average of around 10-15 mothers with their 'toddlers' every week, GLMCC prided itself in delivering a different kind of Mother and Toddler session. With elements of Islamic morals and beliefs for mothers as well as for toddlers being the reason why this activity was so successful.

#### **Recreational Activities**

#### GLM Volunteers

For the first time GLMCC opened its doors to volunteers to participate in various departments and services in order to highlight their strengths as well as learn new skills to enhance their work experience. The new service entailed a new accreditation scheme, guidelines and an induction/training programme delivered by an expert from the security industry. GLM Volunteers was launched on Friday 15th June 2012 and Alhamdulillah received approximately two hundred applications to date and successfully recruited a core of fifty volunteers from diverse ethnic backgrounds. Our volunteers range from as young as 14 years old to over 60 years old. With ongoing training of volunteers in key areas a real investment has been made in their personal development.

### Thai Boxing and MMA

In 2012 Thai Boxing combined with Mixed Marital Arts. The activity continued to go from strength to strength. The first class for younger children has now been fully booked for a number of months. We had the inaugural Thai Boxing tournament, which was a great success due to the children's performance and the support of their parents. In moving to the Community Hall and purchasing more equipment, we expect this activity to remain one of the pillars of Young Ummah in years to come insha Allah.

#### Youth Overnight Stays

This was a new activity started in 2012. The main objective was to give children who would not normally attend GLM classes the chance to come for an extended period of time. The schedule covered the following areas:

# Trustees' report (continued) for the year ended 31 December 2012

food, games and Islamic reminder / discussion.

#### Football Tournaments

Eight teams registered for the first Young Ummah (YU) Football Tournament. Each team played against other teams in two groups of four teams, with the top two teams in each group going through to the knockout stage. The event was extremely well organised and Small Heath Leisure Centre were happy with the supporting staff we had on the day, consisting of referees, first aid and general supervision.

#### Sisters Basketball

The aim of this oversubscribed ever popular sport's activity is to create sisterhood through regularly coming together and participating in healthy activity in a halal environment, as well as to do something different to the regular activities that a Masjid normally offers.

As a result of this activity, sisters have also started attending other team sports held within the community. There have been professional tournaments that have taken place and during 2012 in one such tournament the sisters won a 'Fair play' award – great dawah work even through sports!

#### **Building and Facilities**

#### Site Redevelopment

Construction started in 2011 on the redevelopment of the old masjid and community hall areas which were is a serious state of disrepair limiting the activities that could take place on grounds of health and safety and cold temperature in the winter months. Work continued throughout 2012, with all trades on site and reaching completion towards the end of 2012.

It had been a challenging time at the Centre due to a large portion of the site being out of use due to the construction work. This was mitigated to some extent by the erection of a large marquee in the car park as well as portacabins for use as class rooms. Some activities were temporarily relocated off site by using space at a local primary school.

The redevelopment project was designed to accommodate all the various activities taking place in the Centre and as such the new facility will be complimentary to all that we do.

The former first class swimming pool hall was completely gutted leaving only the exterior walls in place and the pool was completely excavated beyond its base to introduce a new basement area. In the former masjid area (originally a public lending library) three new mezzanine floors were introduced.

Great care and attention was given at both the design and construction stages to preserve the original character of the building. Being a grade 2 listed building the refurbishment reinstated many of the original features which were lost over time such as the new windows, the exposing and preservation of the timber work in the roof rafters and also the preservation, treatment and refitting of original doors and frames to the area near the tower. The exterior of the building was carefully cleaned using specialised equipment and techniques to clean the surface of the bricks as well as repointing of the brickwork.

Due to adverse weather, we were unable to complete the restoration of the clock tower which we hope to continue and complete in 2013.

The redevelopment included the installation of the following:

#### roof

- roof lights
- double glazed windows to match original
- mezzanine floors
- under floor heating
- lighting
- electrical systems
- WIFI and data systems
- · ventilation and heat transfer systems

# Trustees' report (continued) for the year ended 31 December 2012

- · Water and heating systems
- new floor suitable for sports activities as well as other uses
- door access control systems
- intruder and fire alarms
- · internal and external doors, and glass glazing
- carpeting and flooring
- · partition "moving walls" to connect to the existing masjid area
- audio visual screens to aid teaching/presentations
- · New double glazed replacement windows to match the design of the original windows

The refurbishment has created the following new areas:

#### Multi-purpose hall

The multi-purpose hall has been designed to accommodate a variety of activities from overflow prayer areas to a sports and dining facility. Appropriate flooring, lighting, heating and ventilation has been installed to allow all such activities.

#### Kitchen

This is a commercial grade kitchen fitted with two stoves as well as a six ring commercial cooker, fryers, freezers, refrigerators, sinks etc; This room features an external delivery door as well as a serving hatch and is ventilated to the required standards.

#### School Offices

This consists of a large admin office as well as the headteacher's office.

#### Medical Inspection Room

This room accommodates children in case of sickness

#### Meeting Board Room

A large meeting room is situated on the mezzanine floor for use by the school and the masjid

#### Class rooms

Five class rooms were introduced to accommodate 25 pupils in each. All class rooms feature whiteboards as well as a large screen which is used by way of an ipad linking it by Apple TV as a teaching aid.

#### Toilets, Wash rooms and Wudhu areas

Two such facilities are located in separate areas including a toilet block, shower, washbasins and a wudhu area. All taps and flushes operate electronically by way of sensors to avoid wastage of water.

#### <u>Staff room</u>

A spacious room equipped with a kitchenette for staff use.

#### Science Lab & CDT Room

A combined Science Laboratory and Craft, Design and Technology room has been fitted out to the highest standard featuring work benches fitted with gas outlets as well as sink units. Sepetate CDT benches were also fitted. A separate Science preparation room and CDT store rooms are attached to this area.

#### School Library

A new semi-circular mezzanine area has been built to accommodate the school library with a plenty of natural light throughout.

#### Breakout/Open space

Located on the ground floor under the library this area provides for a breakout area for school pupils as well as other activities outside school hours.

#### Second floor Mezzanine floor

This area was introduced to use as an auxiliary area for storage and a break out space whene required.

# Trustees' report (continued) for the year ended 31 December 2012

### Multi-purpose Basement hall

The multi-purpose hall has been designed to accommodate a variety of activities from overflow prayer areas to a large lecture room or two smaller class rooms. Appropriate flooring, lighting, heating and ventilation has been installed to allow for such activities.

#### Utilities Plant room

A plant room is situated in a separate large room in the basement in order to accommodate:

- · All the equipment for electrical supplies and systems,
- Boilers and associates systems for heating.
- Water tanks;
- Pumps etc;

#### Communications Room

A communications room is also located in a spare area next to the plant room to accommodate:

- Computer servers
- Data switches
- · Public Announcement (PA) Amplifiers, mixers and associates systems
- Door Access Control server and system
- · Closed Circuits Security Camera system servers and storage devices as well as screens etc;
- Voice (telephone) systems servers and control units
- Other electronic control systems

#### Other rooms

A few other rooms were introduced to make way for additional offices and storage areas.

Towards completion there was a heavy focus on procurement of goods to facilitate the activities which had been pre-planned. This included:

- IT Systems
- VOIP telephone systems
- · PA and AV systems and equipment
- CCTV equipment
- And IT support

A new site with the latest technology meant further development of maintenance staff and training was then compiled to ensure smooth operation throughout the life of the building.

Throughout the entire site, a new VOIP telephone system was introduced as a measure to cut costs and improve communications.

### Outreach Work

#### Online TV Channel

In Ramadan, GLM.tv was launched to the public. The team had researched and discussed many avenues on how knowledge could be more accessible, GLM.tv was the answer. GLM.tv has over 600 videos in HD quality and also has a few interesting features such as 'Inspire Me' moments. These give the user the ability to select how they would like to be inspired by selecting a category and then selecting the period of time they have to view the media.

## Social Media

The social media strengths are continuously growing and allowing the hard work of the Masjid to spread further afield:

• GLMCC Facebook Page – The page has grown its fans considerably over the past year. By the end of 2012 GLMCC had established itself as having one of the largest Masjid Facebook page in the world with 85000 fans.

# Trustees' report (continued) for the year ended 31 December 2012

• GLMCC YouTube Channel – From one success to another, 2012 saw GLMCC also having one of the largest Masjid YouTube in the world with more than 2million views.

• GLMCC Twitter - regular updates and reminders are sent via twitter to keep people up to date.

• Technical Hardware – a range of new equipment was purchased to enhance the quality of Video/audio outputs. 2 new Canon 600D cameras were purchased to enhance the recordable media by having dual view recordings.

#### School Visits

The school visits initiative was devised and implemented towards the start of 2010 with the primary aim of allowing primary school children and teaching staff to visit Green Lane Masjid & Community Centre. Birmingham is a melting pot of different races, creeds and backgrounds, and one of the intentions behind providing this service is to facilitate open discussion and exploration of these differences. With that in mind, relevant material outlining the basic tenets of Islamic faith and culture was carefully selected to be delivered to children and teaching staff alike.

A constant interest from schools has allowed this initiative to develop throughout 2012 with initial ideas put aside to make way for more a refined and polished presentation. The current model has been carefully documented such that it may be delivered by anybody.

#### Objectives:

- Present Islam in a positive and engaging manner.
- Instil a basic understanding of Islamic beliefs and rituals at a grass roots level.
- Facilitate a modern and progressive approach where mosques are open to the public.
- Provide interesting gifts that will encourage children to remember the visit.
- · Foster strong relations with the local community.

#### Birmingham Children's Hospital

A delegation of senior members from Green Lane Masjid and Community Centre visited Heartlands Hospital in Bordesley Green East, to distribute free Eid gift bags to young patients at the hospitals children's unit. The delegation also consisted of students from Green Lane Masjid's evening school, Madrasah Salafiyah, who wanted to share the experience of distributing gifts and showing solidarity with fellow children.

#### Ghusl and Shroud Workshops in the Urdu Language

Realising a need to deliver our successful ghust and shroud workshops in the Urdu language to the Urdu speaking congregation, we took the workshop off site to a local community centre and trained over 100 non regular GLMCC attendees in how to perform the ghust and shroud of the dead body. The feedback to these workshops was very positive.

#### Social Welfare

On 1st June 2012 Green Lane Masjid launched a brand new social welfare department in line with its 2011 Governance strategy. This vision is to provide services for the well-being of the Masjids surrounding community and congregation. This department will focus on the standard of living and the quality of life through essential community services in addition to the religious and spiritual aspects of life. The department will ensure that GLMCC becomes a central hub of the community through the provision of a religious educational facility that also fulfils the needs that are constantly developing due to the diverse nature of our community.

#### British Hajj Exhibition trip for the Elderly

GLMCC organized a trip for the elders of our community to visit the British Hajj Exhibition. Over forty people attended the event. Transport was organized by GLMCC to London and back to Birmingham. The event was a success; people enjoyed the event as well as the company of the people and benefited from the Exhibition.

# Trustees' report (continued) for the year ended 31 December 2012

#### Ramadan Collections

During the month of Ramadan money was raised for global disasters in Somalia and Ethiopia as well for UK based projects such as supporting primary schools and community development organisations.

#### Zakat ul Fitr

Before the month of Ramadan a decision was made to further improve the Zakah'tul Fitr process. This process involved working in partnership with two registered charities that provided different locations to distribute the funds donated by GLMCC on behalf of its congregation. Alhamdulillah, the Zakah ul Fitr contribution exceeded £10k and benefitted the poor in over five countries with high levels of poverty, poor medical conditions and war zones. The beneficiaries of these funds were amongst the disabled, unemployed or low income families, orphans and widowed women.

#### Zakat Support

This year GLMCC aimed to provide an accessible, efficient, reliable, professional and responsible service to individual members of the community and U.K based charity organisations. The new GLMCC Zakah Fund has been devised to be accountable throughout the entire process ensuring that funds are being delivered with accountability and that the procedure is fair towards applicants. From the period of July to December the Masjid handled 19 cases for Zakah Funds.

#### <u>Qurbani</u>

Masha 'Allah, the month of October 2012 witnessed the GLMCC congregation providing 12 countries across the globe with Qurbani meat through their generous donations. Our partner's Islamic relief were responsible for the slaughter of the animal and distribution of the meat to the countries listed below.

A total of £3,885 was collected and meat was distributed to countries including India, Sri Lanka, Chad, Zimbabwe, Niger, Milawi, Kenya, Sudan, Somalia, Pakistan, Chechneya, Syria, Ethopia and Bangladesh.

#### Humanitarian Aid

This year people from around the globe were once again tested with conflicts and natural disasters throughout the world. Alhamdulillah, the GLMCC congregation felt the plight of their brothers and sisters and responded with great generosity to the appeals for the Pakistan Floods, the Syrian uprising, the devastation in Burma and the bombardment of Palestine once again by donating funds to the Masjid. Towards the end of 2012 GLMCC embarked upon making a substantial donation towards Humanitarian aid in the below listed countries, again using trustworthy and reliable "on the ground" charities such as Ar-Rahmah Trust for Pakistan and Islamic Relief for all other distributions.

Trustees' report (continued) for the year ended 31 December 2012

#### Achievements and performance

#### a. Going concern

After making appropriate enquiries, the trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

#### b. Investment policy and performance

The charity has a number of rooms available to let with shared kitchen and WC facilities. The charity on occasions also hires out its community hall and other areas of its property. Rental income from these sources for the period amounted to £32,046 (2011: £30,767) and was used to fund the charity's activities.

#### c. Volunters

Due to continued support from the community in the form of volunteering as well as financial and moral support, the charity was able to meet its objective. The Trustees would like to thank all those who have contributed their time and wealth in helping the charity achieve its objective.

#### Financial review

#### a. Reserves policy

The charity's policy is to maintain reserves to cover six months of unrestricted expenditure. The Trustees believe the current levels of liquid reserves are sufficient to meet this objective.

#### b. Principal funding

The charity's main source of income is voluntary donations. During the year £1,438,964 (2011: £1,055,166) was raised through such donations. Of this source of income, £1,173,513 (2011: £391,850) were restricted funds to be applied for in specific areas of the charity's work. Details of the restricted funds and their purpose can be found in Note 21 on the financial statements.

A significant amount of fundraising was undertaken to finance the refurbishment project and we are thankful to all those who supported this project, in particular we wish to thank our fundraising partners in Kuwait for helping us to generate a significant proportion of the funds required for this project from Kuwait in the current and the prior years.

During the year the charity also reclaimed tax relief through gift aid of £2,983 (2011: £5,174).

In addition to voluntary income, the charity also raised £115,113 (2011: £95,746) from its various activities including the Madrassah and other activities.

#### Plans for the future

#### a. Future developments

The charity expects to maintain its existing range of faith and community activities whilst building and improving on areas identified for further improvements.

# Trustees' report (continued) for the year ended 31 December 2012

#### **Trustees' responsibilities statement**

The Trustees (who are also directors of Green Lane Masjid and Community Centre for the purposes of company law) 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 law requires the Trustees to prepare financial statements for each financial year. Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and the group and of the incoming resources and application of resources, including the income and expenditure, of the charitable group 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 judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable group will continue in operation.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company and the group's transactions and disclose with reasonable accuracy at any time the financial position of the charitable group 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 the group 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 charitable group's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

#### Provision of information to auditor

Each of the persons who are Trustees at the time when this Trustees' report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant audit information of which the charitable group's auditors are unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any information needed by the charitable group's auditors in connection with preparing their report and to establish that the charitable group's auditors are aware of that information.

#### Auditor

Dains LLP were re-appointed as the charitable company's auditors during the period and have indicated their willingness to continue in office. The Designated Trustees will propose a motion re-appointing the auditors at a meeting of the Trustees.

This report was approved by the Trustees on 21 May 2013 and signed on their behalf by:

M Saeed Trustee

M A Hanif Trustee

#### Independent auditors' report to the members of Green Lane Masjid and Community Centre

We have audited the financial statements of Green Lane Masjid and Community Centre for the year ended 31 December 2012 which comprise the consolidated statement of financial activities, the consolidated and company balance sheets and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006, section 145 of the Charities Act 2011 and regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an Auditors' 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 charitable company and its members, as a body, for our audit work, for this report, or for the opinion we have formed.

#### **Respective responsibilities of Trustees and auditors**

As explained more fully in the Trustees' responsibilities statement, the Trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

We have been appointed as auditors under the Companies Act 2006 and section 145 of the Charities Act 2011 and report to you in accordance with those Acts. Our responsibility is to audit and express an opinion on the financial statements 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 Ethical Standards for Auditors.

#### Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the group's and the parent company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the Trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees' report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

### Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the group's and the parent charitable company's affairs as at 31
   December 2012 and of the group's incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006 and the Charities Act 2011.

#### Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Trustees' report for the financial year for which the financial statements are prepared is consistent with the financial statements.

### Independent auditors' report to the members of Green Lane Masjid and Community Centre

### 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 and the Charities Act 2011 requires us to report to you if, in our opinion:

- the parent charitable company has not kept adequate and sufficient accounting records, or returns adequate for our audit have not been received from branches not visited by us; or
- the parent charitable company financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

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Andrew Morris FCA (Senior statutory auditor)

for and on behalf of

Dains LLP

Statutory Auditor Chartered Accountants

Fort Dunlop, Birmingham 21 May 2013 Dains LLP are eligible to act as auditors in terms of section 1212 of the Companies Act 2006.

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### Consolidated statement of financial activities (incorporating income and expenditure account) for the year ended 31 December 2012

	Note	Restricted funds 2012 £	Unrestricted funds 2012 £	Total funds 2012 £	Total funds 2011 £
Incoming resources					
Incoming resources from generated funds: Voluntary income Activities for generating funds Investment income Incoming resources from charitable activities Other incoming resources	2 4 5 6	1,173,513 - - 12,370 -	265,451 22,761 32,046 87,300 9,878	1,438,964 22,761 32,046 99,670 9,878	1,055,166 30,214 30,767 95,746 3,205
Total incoming resources		1,185,883	417,436	1,603,319	1,215,098
Resources expended Costs of generating funds: Costs of generating voluntary income Fundraising expenses and other costs Investment management expenses Charitable activities	7 8 14	5,441 186,574	1,718 54,365 981 425,325	1,718 59,806 981 611,899	19 1,588 1,556 614,629
Governance costs Total resources expended	11	1,150  193,165	12,542  494,931	13,692 	6,210 624,002
Net income / (Expenditure) before transfers Transfers between Funds	23	992,718	(77,495) (1,757)	915,223	591,096
Net movement in funds for the year		994,475	(79,252)	915,223	591,096
Total funds at 1 January 2012		893,450	415,542	1,308,992	717,896
Total funds at 31 December 2012		1,887,925	336,290	2,224,215	1,308,992

All activities relate to continuing operations.

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 22 to 37 form part of these financial statements.

# (A company limited by guarantee) Registered number: 06552666

#### **Consolidated balance sheet** as at 31 December 2012

	Note	£	2012 £	£	2011 £
Fixed assets					
Tangible assets	18		2,191,161		683,387
Current assets					
Stocks	20	3,150		6,245	
Debtors	21	270,839		184,466	
Cash at bank and in hand		270,332		501,383	
		544,321	•	692,094	
Creditors: amounts falling due within one year	22	(511,267)		(66,489)	
Net current assets			33,054		625,605
Net assets			2,224,215		1,308,992
Charity Funds					- <u></u>
Restricted funds	23		1,887,925		893,450
Unrestricted funds	23		336,290		415,542
Total funds			2,224,215		1,308,992

The financial statements were approved by the Trustees on 21 May 2013 and signed on their behalf, by:

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**M A Hanif** 

M Saeed

The notes on pages 22 to 37 form part of these financial statements.

## Green Lane Masjid and Community Centre (A company limited by guarantee) Registered number: 06552666

# Company balance sheet as at 31 December 2012

	Note	£	2012 £	£	2011 £
Fixed assets					
Tangible assets	18		2,113,463		653,315
Investments	19		11		11
			2,113,474		653,326
Current assets					
Stocks	20	-		3,079	
Debtors	21	279,115		230,193	
Cash at bank and in hand		155,337		448,757	
		434,452	-	682,029	
Creditors: amounts falling due within one year	22	(467,787)		(49,161)	
Net current (liabilities)/assets			(33,335)		632,868
Net assets			2,080,139		1,286,194
Charity Funds					
Restricted funds	23		1,747,199		893,361
Unrestricted funds	23		332,940		392,833
Total funds			2,080,139		1,286,194

The financial statements were approved by the Trustees on 21 May 2013 and signed on their behalf, by:

05 M Saeed

**M A Hanif** 

The notes on pages 22 to 37 form part of these financial statements.

(A company limited by guarantee)

Notes to the financial statements for the year ended 31 December 2012

#### 1. Accounting policies

#### 1.1 Basis of preparation of financial statements

The financial statements have been prepared under the historical cost convention. The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP), 'Accounting and Reporting by Charities' published in March 2005, applicable accounting standards and the Companies Act 2006.

The statement of financial activities (SOFA) and balance sheet consolidate the financial statements of the company and its subsidiary undertaking. The results of the subsidiary are consolidated on a line by line basis.

No separate SOFA has been presented for the company alone as permitted by section 408 of the Companies Act 2006 and paragraph 397 of the SORP.

#### 1.2 Company status

The company is a company limited by guarantee. The members of the company are the Trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £10 per member of the company.

#### 1.3 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

#### 1.4 Incoming resources

All incoming resources are included in the statement of financial activities when the company is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold. Donated facilities are included at the value to the company where this can be quantified and a third party is bearing the cost. No amounts are included in the financial statements for services donated by volunteers.

Donated services or facilities, which comprise donated services, are included in income at a valuation which is an estimate of the financial cost borne by the donor where such a cost is quantifiable and measurable. No income is recognised where there is no financial cost borne by a third party.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

(A company limited by guarantee)

Notes to the financial statements for the year ended 31 December 2012

### 1. Accounting policies (continued)

#### 1.5 Resources expended

All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities they have been allocated on a basis consistent with the use of the resources.

Charitable activities include those costs that are directly related to the objectives of the charity.

Investment management costs comprise the costs associated with managing the investments of the charity.

Governance costs are those incurred in connection with administration of the company and compliance with constitutional and statutory requirements.

Support costs for a single activity are allocated directly to that activity. Where support costs relate to several activities they have been apportioned on the basis of number of direct staff supporting that activity.

#### 1.6 Cash flow

The company has taken advantage of the exemption in Financial Reporting Standard No.1 from the requirement to produce a cash flow statement on the grounds that it is a small charitable company.

#### 1.7 Basis of consolidation

The financial statements consolidate the accounts of Green Lane Masjid and Community Centre and all of its subsidiary undertakings ('subsidiaries').

The income and expenditure account for the year dealt with in the accounts of the company was £793,945 (2011 - £325,046).

### **1.8 Tangible fixed assets and depreciation**

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Leasehold improvements	-	over the period of the lease
Fixtures, fittings and equipment	-	15% straight line
Assets under construction	-	not depreciated

#### 1.9 Investments

Investments in subsidiaries are valued at cost less provision for impairment.

#### 1.10 Operating leases

Rentals under operating leases are charged to the statement of financial activities on a straight line basis over the lease term.

Benefits received and receivable as an incentive to sign an operating lease are recognised on a straight line basis over the period until the date the rent is expected to be adjusted to the prevailing market rate.

#### (A company limited by guarantee)

Notes to the financial statements for the year ended 31 December 2012

#### 1. Accounting policies (continued)

#### 1.11 Stocks

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks.

### 2. Voluntary income

	Restricted funds 2012 £	Unrestricted funds 2012	Total funds 2012 £	Total funds 2011 ج
Donations Gift aid reclaimed Grant received	1,173,513 - -	262,468 2,983 -	۔ 1,435,981 2,983 -	1,046,546 5,174 3,446
Voluntary income	1,173,513	265,451	1,438,964	1,055,166

### 3. Commercial trading operations and investment in trading subsidiaries

The charity has four wholly owned trading subsidiaries, GLMCC Trading Limited, GLM Youth and Children Services Limited, GLM Educational Trust and GLIS Construction Limited incorporated in England and Wales.

A summary of the trading results is shown below:

### **GLMCC Trading Limited**

	2012 £	2011 £
Turnover Cost of sales Administrative expeses	22,761 (12,685) (10,558)	30,214 (15,023) (11,434)
Operating (loss)/profit Gift to parent	(482)	3,757
Net (loss)/profit from commercial trading operations	(482)	3,757

# (A company limited by guarantee)

# Notes to the financial statements for the year ended 31 December 2012

### The assets and liabilities of the subsidary were:

	2012 £	2011 £
Fixed assets Stocks	8,614 3,150	10,434 3,166
Debtors Cash at bank and in hand	- 29,825	500 25,633
Creditors: amounts falling due within one year	(33,466)	(31,128)
Total net assets	8,123	8,605
Represented by:		
	2012 £	2011 £
Called up share capital Profit and loss account	10 8,113	10 8,595
Total net assets	8,123	8,605
GLM Youth and Children Services Limited		
	2012 £	2011 £
Incoming resources		
Incoming resources from generated funds:		
Voluntary income Incoming resources from charitable activites	2,767 283	- 509
Resources expended		
Charitable activites Governance costs	(319) (300)	(1,989) -
Movement in total funds for the period	2,431	(1,480)

## (A company limited by guarantee)

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# Notes to the financial statements for the year ended 31 December 2012

### The assets and liabilities of the subsidary were:

	2012 £	2011 £
Fixed assets	606	714
Debtors	1,474	-
Cash at bank and in hand Creditors: amounts falling due within one year	740 (302)	740 (1,365)
Creditors, amounts failing due within one year	(302)	(1,303)
Total net assets	2,518	89
Represented by:		
Represented by.	2012	2011
	£	£
Unrestricted funds	2,518	89
GLM Educational Trust		
		2012
		£
Incoming resources		
Incoming resources from generated funds:		
Voluntary income		200,000
Incoming resources from charitable activites		12,087
Resources expended		
Cost of generating funds:		
Fundraising expenses and other cost		(5,441)
Charitable activites		(67,890) (850)
Governance costs		(050)
Management is total founds for the partial		137,906
Movement in total funds for the period		
The assets and liabilities of the subsidary were:		
		2012
		£
Fixed assets		53,556
Debtors		55,300
Cash at bank and in hand		63,179
Creditors: amounts falling due within one year		(34,129)
Total net assets		137,906

## (A company limited by guarantee)

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Notes to the financial statements for the year ended 31 December 2012

Represented by:		2012
Unrestricted funds		£ 137,906 
GLIS Construction Limited		
	2012 £	2011 £
Turnover Cost of sales Administrative expenses	1,442,695 (1,420,388) (40,884)	412,331 (381,031) (11,163)
Operating (loss)/profit Interest payable Gift aid to parent	(18,577)	20,137 (1,267) (4,755)
Net (loss)/profit from commercial trading operations	(18,577)	14,115
The assets and liabilities of the subsidary were:		
	2012 £	2011 £
Fixed assets Debtors Cash at bank and in hand Creditors: amounts falling due within one year	14,919 246,648 21,251 (287,280)	18,924 68,687 26,253 (99,749)
Total net assets	(4,462)	14,115
Represented by:		
	2012 £	2011 £
Share capital Profit and loss account	1 (4,463)	1 14,114
Total net assets	(4,462)	14,115

## (A company limited by guarantee)

Notes to the financial statements for the year ended 31 December 2012

#### 4. Investment income

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	Restricted	Unrestricted	Total	Total
	funds	funds	funds	funds
	2012	2012	2012	2011
	£	£	£	£
Rental income	-	32,046	32,046	30,767

### 5. Incoming resources from charitable activities

	Restricted	Unrestricted	Total	Total
	funds	funds	funds	funds
	2012	2012	2012	2011
	£	£	£	£
Education	-	72,133	72,133	78,079
Masjid	-	15,047	15,047	17,158
Youth and Children	12,370	120	12,490	509
	12,370	87,300	99,670	95,746

### 6. Other incoming resources

	Restricted	Unrestricted	Total	Total
	funds	funds	funds	funds
	2012	2012	2012	2011
	£	£	£	£
Hall rent		-	-	335
Other income		9,878	9,878	2,870
		9,878	9,878	3,205

### 7. Costs of generating voluntary income

	Restricted	Unrestricted	Total	Total
	funds	funds	funds	funds
	2012	2012	2012	2011
	£	£	£	£
Fundraising costs		1,718	1,718	19

### 8. Investment management costs

	Restricted	Unrestricted	Total	Total
	funds	funds	funds	funds
	2012	2012	2012	2011
	£	£	£	£
Investment management costs	-	981 	981	1,556

## (A company limited by guarantee)

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Notes to the financial statements for the year ended 31 December 2012

### 9. Grants to individuals

		Total 2012		Total 2011
	Number	£	Number	£
Education	2	2,320		-

### 10. Expenditure by charitable activity

### Summary by fund type

	Restricted	Unrestricted	Total	Total
	funds	funds	funds	funds
	2012	2012	2012	2011
	£	£	£	£
Education	67,890	202,456	270,346	250,315
Masjid	118,365	222,869	341,234	362,326
Youth and Children	319	-	319	1,988
	186,574	425,325	611,899	614,629

### Summary by expenditure type

	Staff costs	Depreciation	Other costs	Total	Total
	2012	2012	2012	2012	2011
	£	£	£	£	£
Education	38,037	41,557	190,752	270,346	250,315
Masjid	223,780	11,096	106,358	341,234	362,326
Youth and Children	-	107	212	319	1,988
	261,817	52,760	297,322	611,899	614,629

### 11. Governance costs

	Restricted	Unrestricted	Total	Total
	funds	funds	funds	funds
	2012	2012	2012	2011
	£	£	£	£
Auditors' remuneration	1,150	8,209	9,359	6,210
Trustees travel reimbursed	-	4,333	4,333	-
	1,150	12,542	13,692	6,210

## (A company limited by guarantee)

Notes to the financial statements for the year ended 31 December 2012

### 12. Direct costs

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	Education £	Masjid £	Youth and Children £	Total 2012 £	Total 2011 £
Direct Expenditure	155,433	66,443	212	222,088	328,971
Wages and salaries	34,333	215,510	-	249,843	186,154
National insurance	3,704	8,270	-	11,974	5,375
Depreciation	9,451	•	-	9,451	-
	202,921	290,223	212	493,356	520,500

### 13. Support costs

	Education £	Masjid £	Youth and Children £	Total 2012 £
Office expenses	2,122	5,346	-	7,468
Establishment costs	2,202	17,487	-	19,689
Repairs and maintenance	1,945	6,468	-	8,413
Equipment hire	2,250	1,300	-	3,550
Sundry and other costs	2,378	5,361	-	7,739
Subscriptions	1,858	-	-	1,858
Advertising and promotion	5,544	1,654	-	7,198
Legal and professional fees	9,040	· -	-	9,040
Bank charges	222	-	-	222
Printing, postage and stationery	4,814	1,933	-	6,747
Bad debt	(650)	-	-	(650)
Travel and subsistence	1,274	366	-	1,640
Depreciation	32,106	11,096	107	43,309
	65,105	51,011	107	116,223

## 14. Analysis of resources expended by activities

	Activities undertaken directly 2012 £	Grant funding of activities 2012 £	Support costs 2012 £	Total 2012 £	Total 2011 £
Education Masjid Youth and Children	202,921 290,223 212	2,320 - -	65,105 51,011 107	270,346 341,234 319	250,315 362,326 1,988
Total	493,356	2,320	116,223	611,899	614,629

## (A company limited by guarantee)

# Notes to the financial statements for the year ended 31 December 2012

#### 15. Net income / (Expenditure)

This is stated after charging:

	2012 £	2011 £
Depreciation of tangible fixed assets: - owned by the charitable group Auditors' remuneration	60,050 4,275	27,476 6,950

During the year, 1 Trustee received an honorarium payment of £1,000 (2011 - 1 Trustee received £1,000 as an honorarium payment).

Trustees received benefits in kind amounting to £1000 in the current year (2011 - £1000).

2 Trustees received reimbursement of travel expenses amounting to £4,333 in the current year, (2011 - 2 Trustees - £531).

### 16. Staff costs

Staff costs were as follows:

	2012 £	2011 £
Wages and salaries Social security costs	249,844 11,974	186,154 5,375
	261,818	191,529

The average monthly number of employees during the year was as follows:

	2012 No.	2011 No.
Teaching Mosque	13 9	11 8
	22	19

No employee received remuneration amounting to more than £60,000 in either year.

### 17. Trustees' remuneration

	2012 £	2011 £
Emoluments	1,000	1,000

## (A company limited by guarantee)

Notes to the financial statements for the year ended 31 December 2012

### 18. Tangible fixed assets

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Leasehold improvements £	Motor vehicles £	Furniture, fittings and equipment £	Assets Under Construction £	Total £
180,228 - - 1,915,178	3,000 - (3,000) -	167,400 69,679 - -	414,776 1,500,402 - (1,915,178)	765,404 1,570,081 (3,000) -
2,095,406		237,079	-	2,332,485
19,652 30,889 -	743 - (743)	61,622 29,161 -	-	82,017 60,050 (743)
50,541	-	90,783		141,324
2,044,865	-	146,296	-	2,191,161
160,576	2,257	105,778	414,776	683,387
	improvements £ 180,228 - - 1,915,178 2,095,406 19,652 30,889 - 50,541 2,044,865	improvements       vehicles         £       £         180,228       3,000         -       -         .       (3,000)         1,915,178       -         2,095,406       -         19,652       743         30,889       -         -       (743)         50,541       -         2,044,865       -	Leasehold improvements         Motor vehicles         fittings and equipment           180,228         3,000         167,400           -         -         69,679           -         (3,000)         -           1,915,178         -         -           2,095,406         -         237,079           19,652         743         61,622           30,889         -         29,161           -         (743)         -           50,541         -         90,783           2,044,865         -         146,296	Leasehold improvements $\pounds$ Motor vehicles $\pounds$ fittings and equipment $\pounds$ Assets Under Construction $\pounds$ 180,228 $\pounds$ 3,000 $-$ $-$ 167,400 $69,679$ $-$ 414,776 $1,500,402$ $-$ $-$ 180,228 $-$ $-$ 3,000 $-$ $-$ $-$ 167,400 $69,679$ $-$ 414,776 $1,500,402$ $-$ $-$ $-$ 1,915,178 $2,095,406$ $-$ $ -$ $237,079$ $-$ 19,652 $-$ 743 $ 61,622$ $ -$ $-$ 19,652 $-$ 743 $ 61,622$ $ -$ $-$ 19,652 $-$ 743 $ 61,622$ $ -$ $-$ 19,652 $-$ 743 $ 61,622$ $ -$ $-$ 2,05,406 $ -$ 29,161 $ -$ $-$ 2,044,865 $ -$ 146,296 $ -$

Company	Leasehold improvements £	•	Assets Under Construction £	Total £
Cost				
At 1 January 2012	180,228	131,281	414,776	726,285
Additions	-	2,948	1,500,402	1,503,350
Transfer between classes	1,915,178	-	(1,915,178)	-
At 31 December 2012	2,095,406	134,229	-	2,229,635
Depreciation				
At 1 January 2012	19,652	53,318	-	72,970
Charge for the year	30,889	12,313	-	43,202
At 31 December 2012	50,541	65,631	-	116,172
Net book value				
At 31 December 2012	2,044,865	68,598	-	2,113,463
At 31 December 2011	160,576	77,963	414,776	653,315

### (A company limited by guarantee)

Notes to the financial statements for the year ended 31 December 2012

#### 19. Fixed asset investments

Company		Shares in group undertakings £
Cost		
At 1 January 2012 and 31 December 2012		11 
Company investments at cost comprise:	2012 £	2011 £
Subsidiary undertakings	11	11

The parent company holds the whole of the equity share capital of GLMCC Trading Limited a company incorporated in England and Wales. Its principal activity is to carry out the trading activities of the charity. It also holds the whole of the equity share capital of GLIS Construction Limited a company incorporated in England and Wales. Its principal activity is the construction and renovation of property.

The parent company holds the controlling interest in GLM Youth and Children Services Limited, a company limited by guarantee, incorporated in England and Wales. Its principal activity is to act as a resource for young people up to the age of 25 living in Birmingham and its surrounding districts by providing advice and assistance and organising programmes of physical, educational and other activities.

The parent company holds the controlling interest in GLM Educational Trust, a charitable company limited by guarantee, incorporated in England and Wales. Its principal activity is the advancement of education via a faith based school.

### 20. Stocks

	Group		
2012 £	2011 £	2012 £	2011 £
3,150	6,245	-	3,079
	£	2012 2011 £ £	2012 2011 2012 £ £ £

## (A company limited by guarantee)

# Notes to the financial statements for the year ended 31 December 2012

### 21. Debtors

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	2012 £	2011 £	2012 £	2011 £
Trade debtors	27,976	26,636	17,757	26,636
Amounts owed by group undertakings	•	-	256,173	114,912
Other debtors	240,355	151,483	4,028	83,669
Prepayments and accrued income	2,508	6,347	1,157	4,976
	270,839	184,466	279,115	230,193
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### 22. Creditors:

## Amounts falling due within one year

		Group		Company
	2012 £	2011 £	2012 £	2011 £
Trade creditors	68,506	18,922	3,182	8,312
Amounts owed to group undertakings	54	-	55,577	-
Social security and other taxes	251	5,125	-	2,232
Other creditors	373,125	5,015	362,125	3,515
Accruals and deferred income	69,331	37,427	46,903	35,102
	511,267	66,489	467,787	49,161

(A company limited by guarantee)

Notes to the financial statements for the year ended 31 December 2012

#### 23. Statement of funds

	Brought Forward £	Incoming resources £	Resources Expended £	Transfers in/out £	Carried Forward £
Unrestricted funds					
General Funds	415,542	417,436	(494,931)	(1,757)	336,290
Restricted funds					
Zakat	94,869	34,617	(5,034)	(2,360)	122,092
Zakat-ul-Fitr	,	11,716	(10,556)	-	1,160
Iftar fund	-	5,563	(6,190)	627	-
Qurbani	936	3,886	(3,885)	-	937
Fidiyah	1,338	948	-	-	2,286
Palestine/Gaza Appeal	-	5,226	(7,386)	2,160	-
Pakistan Swat Appeal	-	3,947	(3,745)	-	202
Pakistan Flood	506	-	(506)	-	-
Masjid refurbishment & school					
project	770,872	867,824	(24,554)	-	1,614,142
Somalia	13,696	970	(14,577)	-	89
Ethiopia	4,694	-	(4,894)	200	-
Dawah Publications	6,450	-	(7,580)	1,130	-
Youth and children	89	3,050	(319)	-	2,820
Syria Appal	-	11,227	(11,227)	-	-
Online TV Project	-	11,015	(5,099)	-	5,916
Burma Appeal	-	13,457	(13,432)	-	25
Funeral Service	-	350	-	-	350
GLM Educational Trust	-	212,087	(74,181)	-	137,906
	893,450	1,185,883	(193,165)	1,757	1,887,925
Total of funds	1,308,992	1,603,319	(688,096)		2,224,215
GLM Educational Trust		212,087	(193,165)	- - 1,757 -	1,887

A summary stating the nature of the major restricted funds is below:

### Zakat

Zakat is an obligation on all Muslims to pay 2.5% of their savings to charity. Funds raised must be spent in accordance with the Islamic Sharia guidelines and are not available to the charity for general purpose use.

#### Zakat Ul-Fitr

Zakat al-Fitr is charity given to the poor at the end of the fasting in the Islamic holy month of Ramadan. Funds raised are usually distributed to various countries where food parcels are purchased and distributed to the poor on the day of Eid Al-Fitr.

#### lftar

The iftar fund covers the costs of providing a light snack during Ramadan for people wishing to break their fast in the mosque.

#### Qurbani

Qurbani is the sacrificing of an animal on the day of Eid-Al-Adha. Funds raised are usually sent to various countries where the sacrifices of animals are undertaken and the meat distributed to the poor in those regions.

### (A company limited by guarantee)

Notes to the financial statements for the year ended 31 December 2012

#### 23. Statement of funds (continued)

#### Fidiyah

The fidiyah fund raises money to feed the poor in expiation of missed fasts by individuals during the month of Ramadan.

#### Palestine/Gaza Appeal

This fund was to raise money for the victims of the conflict in Gaza following the Israeli military raid into Gaza in January 2009.

#### Pakistan Flood

This fund was setup to raise money for victims of the 2009 and 2010 floods in Pakistan.

#### Masjid refurbishment & school project

The refurbishment works to the community hall and the old masjid are funded through this fund.

#### Somalia

This fund was setup to raise money for the Somalia famine in 2011.

Ethiopia

This fund was setup to raise money for the Ethiopia draught in 2011.

#### **Dawah Publications**

A fund set aside for the publication and distribution of Islamic literature.

#### Youth and Children

Funds of the charity controlled by GLM and consolidated into these accounts.

#### Syria Appeal

Funds raised for the plight of the Syrian people in the recent civil conflict.

#### **Online TV Project**

These funds helped launch GLM TV a new website accessible to the public who can watch live and prerecorded content from GLMCC.

#### **Burma Appeal**

Funds raised to help the Muslims being persecuted in Burma.

#### **GLM Educational Trust**

Funds of the charity controlled by GLM and consolidated into these accounts.

#### Summary of funds

	Brought	Incoming	Resources	Transfers	Carried
	Forward	resources	Expended	in/out	Forward
	£	£	£	£	£
General funds	415,542	417,436	(494,931)	(1,757)	336,290
Restricted funds	893,450	1,185,883	(193,165)	1,757	1,887,925
	1,308,992	1,603,319	(688,096)		2,224,215

(A company limited by guarantee)

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Notes to the financial statements for the year ended 31 December 2012

#### 24. Analysis of net assets between funds

	Restricted	Unrestricted	Total	Total
	funds	funds	funds	funds
	2012	2012	2012	2011
	£	£	£	£
Tangible fixed assets	1,614,142	577,019	2,191,161	683,388
Current assets	239,352	304,968	544,320	692,093
Creditors due within one year	34,431	(545,697)	(511,266)	(66,489)
	1,887,925	336,290	2,224,215	1,308,992

#### 25. Operating lease commitments

At 31 December 2012 the group had annual commitments under non-cancellable operating leases as follows:

	Land and buildings		Other	
	2012	2011	2012	2011
Group and Company	£	£	£	£
Expiry date:				
Between 2 and 5 years	-	-	1,460	1,460

#### 26. Related party transactions

During the year the group made purcasses amounting to  $\pounds$ 10,946 (2011 -  $\pounds$ 40,784) from Al-Hidaayah Travel Limited, a company in which M Saeed is a director and shareholder. At the year end a balance of  $\pounds$ nil (2011 -  $\pounds$ 759) was due to Al-Hidaayah Travel Limited.

As at the year end a balance of £nil (2011 - £1,780) was owed to M Saeed.