



Trustees' Annual Report for the period

		Period start date			Period end date		
From	Day	Month	Year	To	Day	Month	Year
	01	01	2019		31	12	2019

Section A Reference and administration details

Charity name GURU NANAK GURDWARA & SIKH CULTURAL CENTRE

Registered charity number (if any) 1131137

Charity's principal address 61 LIVERPOOL ROAD
STOKE ON TRENT
STAFFORDSHIRE
Postcode ST4 1AQ

Names of the charity trustees who manage the charity

Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
Santokh Singh Garcha	Gen Secretary		
Kashmir Singh	President		
Parminder Singh Cheema			
Pritpal Singh	Vice Gen Secretary		
Manjit Singh Badwal	Treasurer	Upto Oct 2019	
Parkash Kaur			
Kaka Singh Malhi	Treasurer	From Nov 2019	
Gurbhej Singh Sandhu	Vice President	From Nov 2019	
Sukhdev Singh			
Amrik Singh Devgon			
Manjit Singh Khattrra	Assistant Treasurer	From Nov 2019	
Kuljeet Singh Bains	Vice Treasurer	From Nov 2019	
Jagjeet Singh			
Swaran Singh Kular			
Manpreet Singh			
Amandeep Singh Gill			

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year		
Joginder Singh Kallar			
Sohan Singh Grewal			
Lal Singh Dhillon		Deceased Jan2020	
Surjit Singh			
Kewal Singh Purewal			

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	CONSTITUTION
How the charity is constituted (eg. trust, association, company)	TRUST
Trustee selection methods (eg. appointed by, elected by)	ELECTION BY MEMBER VOTING

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

1. To advance the Sikh religion in particular but not exclusively through the observation and promotion of the principles of the Guru Granth Sahib Ji.
2. To educate the public in the Sikh faith and the principles of the rehat Maryada.
3. To promote any charitable purpose for the benefit of the community in the area of benefit and in particular, without prejudice to the foregoing, the Sikh community, by associating together the Sikh community and local authorities and other organisations in a common purpose to advance education and to provide facilities for leisure and other leisure time occupation with the object of improving the condition of life of the said community.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grant making;
- policy programme related investment;
- Contribution made by volunteers.

The elected committee and trustees are all volunteers.

The temple is run on voluntary contributions with little other income

The temple has links with local schools to provide informational tours to their students when requested.

Section D

Achievements and performance

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

The charity held successfully their 5th Nagar Kirtan to raise the awareness among the community about the teaching and festivals of Sikhism. The response was as usual very positive from the community and the charity intend to organise the event of Nagar Kirtan annually.

The donation received were about £8,000 more than last year without GiftAid income. We are still looking for a permanent solution to fill the vacancy for permanent Priest

The GiftAid claim has resulted in extra income of £7,374

We have taken the task of fully renovating our Gurdwara for first time in the Gurdwara over 40y ears history and work started in March 2019 using the £81k from our surplus plus current year donation and a grant of £50k from our local city council. £40k grant was received during the year as step payments and are expecting to receive rest of £10k in year 2020 as the work progress to complete the renovation.

The total cost of Renovation for 2019 was about £154k and expected to be finished in 2020 with an estimate of extra £60k.

We are expecting good support from the local community by way of extra voluntary donation for building work however we will be looking for extra grants from local government to fund it to avoid any lack of finance.

It is also notable to mention that all the committee trustees, management and members are fully supporting the renovation work and have actively ensured that the work done is satisfactory and costs are under control. As well as have regularly contributed at least 5-10 hours a week to help in the building work saving the trust about £30k in labour costs i.e cleaning and support work.

We are also thankful to all the volunteers who are making themselves available for any help needed in renovation work.

The free membership of the charity has increased significantly over the year and still growing.

Strengthen our connections with the local authorities and other statutory bodies to charity raise profile with the organisation of Nagar Kirtan.

Section E

Financial review

Brief statement of the charity's policy on reserves

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- Investment policy and objectives including any ethical investment policy adopted.

The Charity is mainly funded from Donations, without these donations much of the running and maintenance cost could not be achieved.

Section F

Other optional information

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

Kashmir Singh

Full name(s)

KASHMIR SINGH

Position (eg Secretary, Chair, etc)

PRESIDENT

Date

2.3.2020



Guru Nanak Gurdwara & Sikh Cultural Centre

Registered Charity No: 1131137

61 Liverpool Road, Stoke on Trent, ST4 1AQ



Web: www.GuruNanakTemple.co.uk

Guru Nanak Gurdwara & Sikh Cultural Centre

Unaudited Accounts

for the year ended 31 December 2019



Rashid Accountants
Accountancy Taxation Advisory
Chartered Certified Accountants

153 LEEK ROAD, STOKE ON TRENT
ST4 2BW, Staffordshire, UK

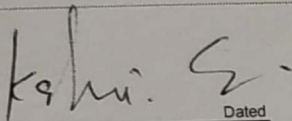
01782-431995 07832-113-114
RashidAccountants.com
Contact@RashidAccountants.com

 Association of Chartered
Certified Accountants



Accounts Approval Statement for the year ended 31st Dec 2019

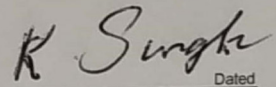
We approve the accounts which comprise of Receipts and Payments Account and related notes. We acknowledge our responsibility for the accounts, including the appropriateness of the applicable financial reporting framework as set out in note 1, and for providing RASHID ACCOUNTANTS with all information and explanations necessary for their compilation.


Dated

Mr Kashmir Singh
President

2.3.2020

and on behalf of **Management Committee**, Guru Nanak Gurdwara & Sikh Cultural Centre


Dated

Mr Kaka Singh
Treasurer

02.03.2020



Guru Nanak Sikh Temple Receipts & Payments account for y/e 31/12/2019

Donations Received	2019	2018	2017	2016	2015	2014
GOLAK	£12,761	£9,261	£10,846	£11,131	£10,275	£11,091
ARDAS	£49,152	£30,999	£24,939	£32,662	£27,133	£27,676
Kirtan	£1,627	£2,930	£2,941	£4,246	£3,514	£3,209
Nagar Kirtan			£2,079		£1,430	£4,390
Home Visit				£91	£1,395	
Building Fund	£856		£600			
Donations	£585	£1,045		£1,865	£2,867	£813
GiftAid	£7,374	£13,201			£16,674	
Stoke Council-Grants	£40,000					£1,700
Adjusted Donations		£280			£11	£331
WEA					£378	£520
Grand Total	£112,355	£57,716	£41,405	£49,996	£63,676	£49,729

Less:	Notes	Expenditures	2019	2018	2017	2016	2015	2014
Expenditures	1	Priests' Cost & Expenses	£8,476	£8,936	£19,206	£13,910	£13,048	£14,079
	2	Heat, Light & Water	£10,284	£11,761	£9,073	£9,172	£11,698	£10,375
	3	Premises Costs-Repairs	£227	£4,322	£1,190	£5,110	£1,369	£2,289
	4	Insurance	£1,331	£1,027	£1,523	£1,465	£1,344	£1,298
	5	Food	£3,610	£3,051	£2,571	£1,101	£1,198	£795
	6	Telephone	£475	£661	£453	£364	£338	£312
	7	Post & Stationery	£152	£16	£57	£1,183	£101	£242
	8	Travelling		£250			£175	
	9	Household & Cleaning	£1,225		£1,369	£1,378	£1,215	£1,033
	10	Professional Fees	£1,000	£1,416	£221	£1,000	£1,500	£825
	11	Website/Advertising	£1,100	£600		£246		£8
	12	Donations		£700	£350	£1,061	£2,421	£400
	13	Nagar Kirtan	£8,368	£8,654	£7,606	£8,537	£8,401	£7,362
	14	Equipment & Assets	£2,165	£788	£1,411	£1,412	£600	£3,125
	15	Settlements				£3,300	£2,679	
	16	Renovation	£154,511					
Total Payments			£192,924	£42,182	£45,028	£49,237	£46,086	£42,144

Net Receipts/(-Payments)

-£80,569 £15,534 -£3,623 £758 £17,590 £7,585



STATEMENT OF ASSETS AND LIABILITIES for year end 31 Dec 2019

	2019	2018	2017	2016	2015	2014
Opening Cash Funds						
Opening Balance - Barclays	£81,203	£65,670	£69,942	£69,184	£48,891	£41,306
Sum of Balance						
Opening Balance - Britannia					£24	£24
Add						
Cash in Hand						
Donations Received	£112,355	£57,716	£41,405	£49,996	£63,676	£49,729
Less						
Expenditures	-£192,924	-£42,182	-£45,028	-£49,237	-£46,086	-£42,144
Intransit Cheques/Liabilities Cleared			-£650			
Total Cash Funds at year end	£634	£81,204	£65,669	£69,942	£66,505	£48,915

	2019	2018	2017	2016	2015	2014
Closing Cash Funds						
Closing Balance - Barclays	-£90	£81,203	£65,670	£69,942	£69,184	£48,891
Sum of Balance						
Closing Balance - Britannia					£0	£24
	-£90	£81,203	£65,670	£69,942	£69,184	£48,915

	2019	2018	2017	2016	2015	2014
Liabilities						
<i>Chq</i> Accountancy Fee				£650		
	£0	£0	£0	£650	£0	£0



Guru Nanak Sikh Temple Receipts & Payments account for y/e 31/12/2019

Notes to the Accounts

Accounting basis

The accounts have been compiled on the Receipt and Payment basis.

Receipts and Payments account analysis

Sum of Bill Total			Year					
Ledger	Notes	Account	2019	2018	2017	2016	2015	2014
Priests' Cost & Expenses	1	Akand Path	£3,883	£1,970	£1,617	£3,224	£1,893	
		Gurnam Singh			£9,827	£7,369	£7,800	£7,800
		Kirtan	£940	£195	£1,900	£1,060	£1,547	£1,435
		Pathi Expenses	£3,653	£4,752	£1,042		£70	£2,488
		PAYE			£917			£285
		Punjabi Classes		£2,019	£3,902	£2,257	£1,738	£2,071
Priests' Cost & Expenses Total			£8,476	£8,936	£19,206	£13,910	£13,048	£14,079
Heat, Light & Water	2	British Gas						£3,179
		E-ON		£2,984	£16,184	£14,716	£10,109	
		Gazprom		£614	£1,835	£1,863	£3,845	£1,863
		Npower					£1,834	£5,241
		Severn Trent Water	£112		£53	£116	£47	£92
		Total Gas & Power	£10,172	£10,474				
Heat, Light & Water Total			£10,284	£14,073	£18,072	£16,695	£15,835	£10,375
Premises Costs-Repairs	3	3 Counties Services		£160				
		Central Heating				£2,808		
		Gas Care		£60				
		Heatman					£650	
		Heatwave			£128	£240		
		North Staff Fire Ltd			£112	£121	£149	£96
		Repairs			£950	£1,941	£570	£1,241
		Stoke Council		£1,236				£952
		Sundries & Cleaning	£227	£2,866				
Premises Costs-Repairs Total			£227	£4,322	£1,190	£5,110	£1,369	£2,289
Insurance	4	Gill Insurance	£1,331	£1,027	£1,523	£1,465	£1,344	£1,298
Insurance Total			£1,331	£1,027	£1,523	£1,465	£1,344	£1,298
Food	5	Rashan	£3,610	£3,051	£2,571	£1,101	£1,198	£795
Food Total			£3,610	£3,051	£2,571	£1,101	£1,198	£795
Telephone	6	Hyperoptic	£101	£289	£96			
		PlusNet Broadband	£373	£372	£357	£364	£338	£312
Telephone Total			£475	£661	£453	£364	£338	£312
Post & Stationery	7	Postage & Stamps				£126		£96
		Punjabi Classes			£57			
		Stationery	£152	£16		£1,057	£101	£146
Post & Stationery Total			£152	£16	£57	£1,183	£101	£242
Travelling	8	Travelling		£250			£175	
Travelling Total				£250			£175	
Household & Cleaning	9	Action Services			£33			
		BHF						£15
		Clothing			£360			
		Kirklands			£13			
		Kitchen Services						£600
		Stoke Council	£774		£740	£724	£656	£430
		Sundries & Cleaning	£451		£103	£653	£559	£112
		Turbans			£120			
Household & Cleaning Total			£1,225		£1,369	£1,378	£1,215	£1,033



Guru Nanak Gurdwara & Sikh Cultural Centre

Registered Charity No: 1131137

61 Liverpool Road, Stoke on Trent, ST4 1AQ



Professional Fees	10	BJB						£700
		Khan Solicitors		£113	£50			
		Rashid Accountants	£1,000	£1,000	£650	£800		£825
		Woolliscrofts Solicitors		£416	£108	£300		
Professional Fees Total			£1,000	£1,416	£221	£1,000	£1,500	£825
Website/Advertising	11	Advertising		£100		£246		
		Akaal TV	£1,100					
		KTV		£500				
		Website						£8
Website/Advertising Total			£1,100	£600		£246		£8
Donations	12	British Sikh Council		£500				
		Donations			£250	£1,061	£2,421	£400
		Douglas Macmillan		£100				
		Gurunank Charitable Trust			£100			
		World Cancer Care		£100				
Donations Total				£700	£350	£1,061	£2,421	£400
Nagar Kirtan	13	Ambulance	£685	£524	£491	£524	£491	
		Coach Hire	£280	£330	£505	£855	£832	£625
		Cosmo						£360
		Donations			£300		£400	
		flags			£50			
		Float Hire	£1,800	£1,500		£1,856		
		Forklift			£1,600			
		Gatka Players	£900	£975		£250	£300	£400
		Gutka			£300			
		Jathas			£695	£250	£325	£370
		KTV	£350					
		Leaflets					£300	£200
		Misc	£140					
		Prasads			£100			£730
		Priest Costs					£416	£111
		Rashan				£65	£176	
		RedCross						£466
		Repairs				£451		
		Shoes				£56		
		Stage Work	£2,000	£2,000	£2,000	£2,000	£1,200	
		Stationery		£200	£385			
		Stoke Council		£1,500	£500		£1,650	£2,200
		Sundries & Cleaning		£650				
		Tent Hire	£1,013	£975	£679	£679	£581	
		The Range					£130	
		Traffic Manage	£1,200			£1,550		
		Truck Hire					£1,600	£1,900
Nagar Kirtan Total			£8,368	£8,654	£7,606	£8,537	£8,401	£7,362
Equipment & Assets	14	Asset Register					£600	£3,125
		CCTV				£140		
		Cooker		£123				
		Fridge Freezer	£319					
		Furniture	£1,000					
		Hoover	£250					
		Mega Phone	£136					
		Musical Equipment	£460					
		Printer					£200	
		Projector		£376				
		Sound System			£1,411			
		Tables					£672	
		Tumble Dryer		£289				
		Washing Machine					£400	
Equipment & Assets Total			£2,165	£788	£1,411	£1,412	£600	£3,125
Settlements	15	Disputed Amount						£2,679
		Gulzar Singh				£3,300		
Settlements Total						£3,300	£2,679	



Guru Nanak Gurdwara & Sikh Cultural Centre

Registered Charity No: 1131137

61 Liverpool Road, Stoke on Trent, ST4 1AQ



Renovation	16	360 Bargains Ltd	£21					
		A Burton Plumbing Heating and Gas Services	£2,890					
		A J Philpott & Sons Ltd	£25					
		A.D Hall Ltd	£373					
		Ableworld Stairlifts	£1,434					
		AJ Murdoch Ltd	£500					
		Andy Nicklin	£150					
		APN Roofing	£12,940					
		Avonside	£302					
		B & Q	£113					
		B&B Electrical Wholesalers Limited	£12,703					
		B&Q	£1,197					
		Bromboroughpaints	£101					
		Brown Recycling Limited	£185					
		BSS Stoke	£24					
		Cambabest Limited	£1,000					
		Capital Roofing Centre	£332					
		Carter Mason electric	£5,644					
		Crown Decorating Centres	£275					
		Dunelm	£259					
		ECA Supplies Ltd	£886					
		Electric Light Co. Ltd	£640					
		Emerys Ltd	£5,004					
		Euro Furniture & Flooring	£75					
		Express Blinds	£300					
		Factory Seconds Tunstall Ltd	£674					
		Howdens Joinery Co.	£1,157					
		International Decorative Surfaces	£8,923					
		Jewson Ltd	£280					
		JTF Wholesale Ltd	£18					
		Kirklands	£389					
		Komfort Partitioning Ltd	£4,141					
		Kukki Glazing Ltd	£13,750					
		MES Clearance	£1,467					
		Misc	£79					
		MRM Rendering Limited	£7,810					
		MW Scaffold Solutions	£4,104					
		One Price Fabric Ltd	£25					
		Plumb Centre	£325					
		Pound Stretcher	£53					
		Range	£82					
		Rentokil	£840					
		S.Keeling & Co Ltd	£4,145					
		Screwfix	£3,791					
		T&G Electrics	£9					
		Terry's Fabrics	£243					
		Timpson	£22					
		Toolstation	£99					
		Topps Tiles	£103					
		Travis Perkins	£413					
		Unitec Engineers Ltd	£20,000					
		UV Builders	£20,087					
		Waterloo Plumbers	£13,253					
		Wickes	£556					
		Your Flooring Depot Ltd	£300					
Renovation Total			£154,511					
Grand Total			£192,924	£44,494	£54,027	£56,761	£50,223	£42,144
Accountant Report								

As requested I have also prepared the statutory accounts without any audit for y/e 31/12/2019 from the accounting records and explanation I have been provided initially to carry out the Independent Examination of this charity for the year 2019.

Mr R Jalal (FMAAT,FCCA)

Independent examiner's report to the trustees of Guru Nanak Sikh Temple: Charity no 1131137

I report on the accounts of the Charity for the years ended 31 December 2019, which are set out on pages 3 to 7.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

The trustees have prepared receipts and payments accounts showing cash received in the year of £112355.14. Most payments made to Pathis and Priest for weekly sermons were either self raised invoices or petty cash vouchers, however that is still an area of concern and needs to be addressed to keep tight control on payments made to third parties by keeping basic records for any audits. No digital records are kept and there does not seem to be a competent individual to record the financial transactions on a timely basis. The Treasurer in charge of book keeping left in Oct 2019 and a new Treasurer with two Vice Treasurers are now appointed to oversee the charity financial record keeping.

In connection with my examination, no matter has come to my attention, other than that referred to in the above paragraph;

1. which gives me reasonable cause to believe that in, any material respect, the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and

have not been met; or

- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name: Rashid Jalal (FMAAT, FCCA)

Signatures:



Rashid, Chartered Certified Accountants, 153 Leek Road, Stoke on Trent, ST4 2BW

Date: **04-Mar-20**