



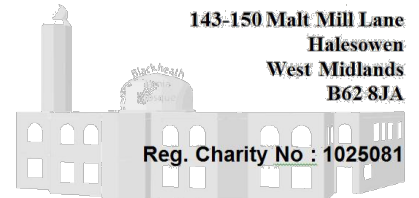
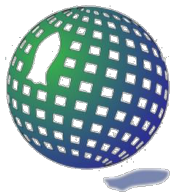
Annual Report

AGM Date: 20-Mar-2022

Oct-2019 to
Nov-2021

All that we have achieved and what we have tried to achieve was entirely and solely due to the Mercy and Favour of Almighty Allah (swt). We pray for His acceptance of where we get it right and seek His forgiveness where we are wrong.

17th Shab'ban
1443



Contents

Introduction	3
Board of Trustees Report	3
Chairman's Report	4
General Secretary's Report	6
Treasury Report	7
Appendix	8
Financial Reports for Year End 2020.....	8
Financial Reports for Year End 2021.....	9
Constitution.....	10

Introduction

Alhamdulillah, we would like to say a prayer for all those who are no longer with us; they remain in our hearts and thoughts forever.

We would like to thank all those who have been helping and supporting the Trust during this year. We would also like to thank the Commissioners for their perseverance during the course of the election process and all the time they have put into checking that we have a fair and transparent process.

During previous elections and to date the Officers have been diligently performing their duties to the best of their abilities. They have made many improvements to the running of the Trust; some of which are visible and others not. We would like to take this opportunity to describe some of the work that has been carried out since the last AGM.

Board of Trustees Report

During the time we have been elected we have seen the Management Committee perform their duties with the utmost professionalism under hard conditions, which is not an easy or quick task. We would like to express our happiness at their efforts and we are confident they will keep this up in the future.

The Trustees have helped to raise funds by approaching the general membership as well as sourcing funding from further abroad through their contacts with friends and relatives. We work tirelessly to ensure that the mosque has enough funds to ensure not only that there are enough funds to fund each stage of the new mosque building project but also to ensure there are regular Islamic functions at the mosque to engage all members, which they benefit from through a social aspect, gaining more knowledge and enlightenment.

Over the past year we have continued to deliver children's education classes at the mosque and would like to thank all parents for working with us to ensure their children maximise their learning experience. We encourage all parents to approach any member of the management committee or trustee with any ideas they may wish to discuss with us about the children's education

Chairman's Report

Dear Members of the Community – Asalaam alaikum wa rehmatullah hi wabarakatuh,

I would like to thank members of the management committee and trustees for all their efforts this year. The elected management committee and trustee were steadfast and continued to administer their responsibility for Blackheath Jamia Trust throughout a number of tests.

We would like to thank you for all the support you have given to the masjid and the committee over the years. Without your help the progress we have made to date would not have been possible.

The last two years have indeed been testing for everyone. COVID affected every part of daily life, and affected the masjid too. Indeed the masjid was closed for a number of weeks due to the pandemic. Throughout the pandemic, we continued to progress the building as best we could.

Summary of last two years:

- 1) Due to the pandemic, the mosque was closed, however we continued to look for a company to complete the levelling of the floor.
- 2) Alhamdulillah we finally got both floors completed in under £20,000 having received quotes up to £50,00+.
- 3) We arranged the gas and electric connections to be installed, from the main road to the new building. A number of people helped in this task including Brother Khalid, Haji Ilyas and Mr Aaleem Mughal to whom we are grateful.
- 4) The water pipe was also installed, in preparation of the water connection to the new building.
- 5) A Mechanical and Electrical Engineer was contracted to create detailed internal drawings / calculations related to the electrical system, gas heating, electrical heating / AC, hot water requirements, CCTV, lighting, network cabling and WiFi, sound system design, TV points for the new building, and to oversee the workmanship of the contractors.
- 6) Mr Aleem was contracted to carry out the first fix of the electrical systems, which is almost complete.
- 7) An application was made to Dudley council for the external masjid wall, which would incorporate the land outside the current wall. This was granted by the council after some negotiation on wall design.
- 8) A number of different fund raisers were also help throughout the years, though as can be seen in the donations, COVID had a significant impact on our collection for the years, however we still managed to collect over £100,000 over the course of the two years – This could not have been done without the community supporting us through what were two very difficult years.
- 9) After consultation, a few internal changes were made to improve the functionality of the new building. This included re-locating the proposed kitchen, making a Madrassah room, and isolating the Ghusl area from the core masjid.

- 10) We made contact with individuals at another masjid who were able to instruct us on where to get marble tiling at a very reasonable price for the new build.
- 11) We are now at a point where the gas and water parts of the installation can begin, and we endeavour to complete these quickly.

Over the two years, a total of around £32,000 was used in construction of the new build. We collected just over £54,000 in donations for Nov.2019-Oct.2020, and over £87,000 for Nov.2020-Oct.2021. The accounts are attached to this report for everyone's information.

General Secretary's Report

In Allah (swt) we put out trust and from Him we ask for help.

I would like to take this opportunity to thank all members who have supported the Mosque both actively and financially through their donations. It is only through your continued support that we have been able to accomplish the building of the New Mosque to the level it is now. May ALLAH azwajal bless you all and give you immense rewards.

It is no doubt we have had a very testing two years, with COVID affecting every part of our lives. We ask Allaha zawajal to forgive all those who passed away in these two years, and to enter them in to paradise by His grace.

We have come very far with this project, and insha'Allah with you all behind us, we will continue working for you. We can't do this on our own and continue to ask you all to carry on contributing to complete this beautiful masjid, for the sake of the generations to come. With your contributions, we have managed to install the gas and electric supplies to the building, and we look forward to continuing the work as quick as possible.

Finally I would like to give my thanks you all on behalf of the management committee for coming in today and giving us your precious time.

- We are also thankful to the Election Commissioners who give us their precious time to ensure our election process is fair and transparent. May ALLAH azwajal give them reward, and help them in their tasks. Please give your time as much as you can to collect donations and to complete this project as soon as possible. Ameen

Treasury Report

The general funding for the running of the mosque comes from donations received from the congregation on Fridays, one-off donations from individuals as well as Standing Orders, and charity events.

We continue to use Standing Order Mandates which have automated income for the mosque to some extent. We also continue to receive money from Collection Boxes which are placed throughout the community and further afield. These have proved very beneficial for fundraising.

Additionally, the Trustees and Management Committee members have been making pre-arranged collection visits, on Fridays and other important Islamic Calendar days, to many mosques, however this has been difficult throughout COVID.

The accounts clearly show the effect of COVID on the masjid donations. We as a committee took a conscious decision to pause requests for donations in the pandemic months, as we felt the public as a whole was going through extraordinary times. As always, the community has been very supportive throughout.

I remind myself first, and our members second that this project is not just for the benefit of those in this room, but for all the generations to come. We as a society are going through testing times, with Muslims being labelled for some of society's problems. Our children need a safe place where they can ask questions, and more importantly get answers to the issues that come up in their lives. This project should be a beacon to those who need help. May Allah(swt) make us successful in providing the community with a place to learn, and get closer to Rasulallah(s) and Allah(swt). Ameen.

I would like to thank all members of the community for their continued contribution to the Mosque. The benefits of your donations will insha'Allah continue to bear fruit in this world and the next, whilst helping us and our future generations.

Appendix

Financial Report Tables

The financial year runs from 1st November to 31st October. The following reports are made to those dates.

Year End 2020 - Income and Expenditure

<u>Accounts for Year End 2020</u>		<u>(1 Nov 2019 to 31 Oct 2020)</u>
Starting Balance (as at 1Nov2019):		£39,798.38
Income		
Jumma		12,940.50
Dudley Council COVID Support		3600.00
Donations		37,947.01
<u>Total</u>		<u>£ 54,487.51</u>
 Expenditure		
Construction Cost		4,100.00
Salaries		23,174.96
Liability Insurance / Legal		766.96
Water / Gas / Electric		2,797.55
Fundraising Expenses		216.00
Commercial Waste Collection		247.15
Sundries (cleaning/ maintenance etc.)		361.58
 <u>Total Expenditure</u>		 <u>£31,664.20</u>
 Balance (Profit)		 <u>£ 19,223.31</u>

Balance Sheet (As at 31/10/2020)

Assets

	£	£
Natwest Account	59,841.88	
Barclays Account	1,386.66	
Cash	1,393.15	<u>62,621.69</u>

Appendix

Financial Report Tables

The financial year runs from 1st November to 31st October. The following reports are made to those dates.

Year End 2021 - Income and Expenditure

Accounts for Year End 2021

(1 Nov 2020 to 31 Oct 2021)

Starting Balance (as at 1Nov2020): Income

£62,621.69

Jumma	17,328.00
Donations	70,572.54

Total

£ 87,900.54

Expenditure

Construction Cost	28,346.64
Salaries	26,414.79
Liability Insurance / Legal	838.88
Water / Gas / Electric	2,085.25
Fundraising Expenses	36.00
Commercial Waste Collection	387.32
Sundries (cleaning/ maintenance etc.)	250.00

Total Expenditure

£58,358.88

Balance (Profit)

£ 29,541.66

Balance Sheet (As at 31/10/2021)

Assets

	£	£
Barclays Account	91,744.92	
Cash	418.43	<u>92,163.35</u>



Constitution of Blackheath Jamia Mosque Trust

Reg. Charity Number : 1025081

24th November 2013

Constitution of Blackheath Jamia Mosque Trust

1. Name

The name of the organisation shall be the Blackheath Jamia Mosque Trust (hereinafter called the Trust).

2. Creed

The faith in La Illaha Ill-Allahu Mohammed-dur-rasool-ullah shall be the belief and creed of the Trust.

3. Aims and Objectives

3:1 The Aims of the Trust Shall Be:

- a) To advance the Islamic religion, by means of, but not exclusively, promoting the teachings and tenets of Islam, through provision of worship, rites of passage, and provision of facilities for Islamic education in accordance with the teachings of the Holy Qur'an and the Sunnah of the Prophet Muhammad (pbuh) as defined and interpreted by the Classical Islamic orthodoxy the unbroken tradition of the majority of Muslims for the majority of history globally known as The Ahle Sunnah wal Jamaa'ah as enshrined, adhered and promoted by the 'Ulema, Saints, Jurists, Theologians, Imams and Scholars of the Sunni Hanafi-Barelwi School of Thought of the Asian subcontinent;
- b) The prevention and relief of poverty and sickness in the Blackheath area of the West Midlands and the regions of Pakistan including Azad Kashmir; in particular amongst those affected by natural disasters, wars, conflicts, financial hardship and other humanitarian emergencies, by the provision of monetary or other assistance, including medicines, hospitals, shelter and food;
- c) To advance education by means of, but not exclusively, through the provision and support to organise mainstream and supplementary education and facilitating basic literacy and skills development, with the overall aim to improve quality of life, enhance life skills, improve livelihood opportunities and engage the general public and other communities through learning and skills development programmes for the public benefit without discrimination with particular regard to orphans, refugees, disabled and displaced people;
- d) The promotion of religious harmony for the benefit of the public by promoting knowledge and mutual understanding and respect of the beliefs and practices of different religious faiths to the public highlighting shared values and common interests to help promote good relations between persons of different faiths.

3:2 In furtherance of article three, but not further or otherwise the Trust may:

- a) Establish a mosque and community centre.
- b) Purchase or otherwise acquire lands or any estate for the Trust.

- c) Raise money by accepting donations, subscriptions, request and to dispose of all real estate (including leasehold) so received and not required to be or capable of being occupied for the purposes of the Trust.
- d) Work with the metropolitan boroughs of Dudley and Sandwell and statutory or voluntary bodies for the purposes of the Trust.
 - i. Provide the following facilities;
 - ii. Mother and toddler group.
 - iii. A day centre or drop-in centre for elderly people.
 - iv. Promote a job club for the unemployed.
 - v. Promote leisure club, youth club and sports club.

4. Members

- 4:1 Every registered Muslim residing in Blackheath and surrounding districts in the metropolitan boroughs of Dudley and Sandwell.
- 4:2 All persons in article 4:1 above the age of 16 years shall be eligible to vote at elections of the Management Committee and Trustees.
- 4:3 All members are equal and tribalism, bradrisim and cast does not play any part in the decision making, representation and access to services of the Trust. No member is superior or inferior. Any member found in breach will be subjected to a disciplinary hearing with the possibility of being suspended or expelled from the membership.

5. Area of Operation

- 5:1 Blackheath and surrounding districts in the metropolitan boroughs of Dudley and Sandwell; including the area of Brandhall.
- 5:2 The Trust shall operate from its premises at Malt Mill Lane, Halesowen, West Midlands. B62 8JA.

6. Structure

- 6:1 The Trust shall consist of seven honorary Trustees elected by its members and a Management Committee of seven Trustees elected by the members at the Annual General Meeting.
- 6:2 The Imam shall belong to the Sunni Hanafi-Barelwi School of Thought of the Asian sub-continent.
- 6:3 No candidate, member, officer, ~~Trustee~~ or member of the Management Committee shall at the same time belong to any organisation whose aims and objectives are in conflict with those of this Trust and Committee.
- 6:4 A Trustee's term of office shall have a maximum duration of seven years; but shall be eligible for re-election.
- 6:5 The Management Committee and Trustees and the supporting staff shall go under the Disclosure and Barring Service (DBS) check after being elected or appointed.

6:6 The Management Committee and Trustees application for the DBS check at their own cost should be processed within 28 days of appointment, anyone who refuses to have the DBS check or fails the DBS check shall be removed from their position.

7. Trustees

7:1 Trustees shall pay a weekly donation of £3 in addition to any other regular donation current at the time and agreed at an A.G.M from time to time. Any Trustee who fails to make regular payments and **falls** behind with three months payments shall be given one month-notice to update. If said Trustee fails to update payments he shall be removed from his position; except if said Trustee is abroad and has notified fellow Trustees.

7:2 The general duties of each Trustee shall be to raise funds for the **Trust** from outside the area of operation **at** regular intervals and other duties determined by the Management Committee.

7:3 The title of all and any real property which may be acquired by the **Trust** shall be vested in the names of the Trustees determined 'as Trustees of Blackheath Jamia Mosque Trust'.

7:4 A Trustee's office shall be vacated if he:

- a) Dies
- b) Resigns by notice, in writing, to the secretary of the Management Committee
- c) or leaves the area of operation.

7:5 No Trustee may at the same time be a member of the Trust and of the Management Committee.

7:6 The Trustee be removed upon a 2/3 majority vote of the Trust's general council membership; provided that the Trustee shall have the right to be heard before a final decision is made.

7:7 The Trustees shall have the right to attend Management Committee meetings but with no power to vote there.

7:8 The Trustees shall meet at least three times per year with the Management Committee.

7:9 Trustees shall not have any claims in the property or money of the Trust for personal use or self-remuneration.

7:10 All Trustees nominated shall pay a fee of £150 non-refundable with the application to the election commissioner.

7:11 All Trustees must subscribe and adhere to, in belief and lifestyle, committed to and promoting the approved 'Sunni Hanafi Barelwi Statement of Beliefs' of the Trust detailing clause 3:1 a) without any breach in establishing the Mosques religious or educational ethos, direction, strategy and guiding principles;

7:12 All serving Trustees have equal power and legitimacy for deciding on all matters with equal role in control and management of the Trust; regardless of whether their name is on the land registry document or not.

7:13 The Trustees shall support the Management Committee in all public functions wherever it is required in the interest of the charity.

7:14 Members of the Trustees serve voluntarily. Inactive members of the Board may be asked to resign by the Management Committee, with the consent of the rest of the Board of Trustees. In case the inactive member refuses to resign, the Management Committee may decide to dismiss if 5 out of the 9 Trustees and 5 out of the 9 Management Committee members agree to it. The inactive member shall retain the right to have his case heard at the next Annual or Extraordinary General Meeting at which point the general membership will have the final say through a vote where the Management Committee must seek a 2/3 majority to uphold its decision as per clause 7:6.

8. The Management Committee

8:1 The Management Committee shall consist of seven members:

- a) Chairman
- b) Vice-Chairman
- c) General Secretary
- d) Assistant Secretary (i)
- e) Assistant Secretary (ii)
- f) Treasurer
- g) Assistant Treasurer

The above officers shall be elected at the Annual General Meeting of the Trust's general council members and shall hold office for two years; until the second A.G.M. but shall be eligible for re-election.

8:2 The Management Committee shall meet at least ten times annually and at least seven days' notice of each meeting shall be given by the secretary unless shorter notice is unavoidable in the case of emergency.

8:3 All matters shall be decided by a majority vote in accordance with paragraph 8:5 hereinafter.

8:4 The general duties of the Management Committee shall be to deal with the day to day running of the mosque and community centre and appoint paid and unpaid staff (not being a member of the Management Committee) and fix their terms and conditions of employment and should the occasion arise to dismiss staff.

8:5 The special duties of individual Management Committee members shall be as follows:

a) Chairman

The Chairman shall be responsible for the proper and orderly conduct of the meeting he shall not have the right to vote except where there is an equality of vote when he shall exercise a casting vote.

b) Vice-Chairman

The Vice-Chairman shall deputise for the Chairman for duties listed in 8:5 (a) above, and:

- i. When requested by the Chairman.
- ii. In the absence or non-availability of the Chairman.
- iii. Perform other duties determined by the Management Committee.

c) General Secretary

The General Secretary will maintain the official records and minutes of the meetings, correspondence and other relevant documents and call various meetings including the A.G.M.

d) Assistant Secretary (two)

- i. They shall assist the General Secretary.
- ii. They shall undertake any specific tasks given by the Management Committee.

e) Treasurer

The Treasurer shall be responsible for all sums collected or raised on behalf of the organisation. He shall also be responsible for organising collections on behalf of the Trust and for fund raising generally. He will open a bank account in the name of the Trust. There shall be three signatories who shall be appointed by the Management Committee. He will keep proper books of account of all the Trust's activities.

f) Assistant Treasurer

He shall assist the treasurer with his duties and any other duties determined by the Management Committee.

8:6 The Management Committee shall have the power to remove any of its members from his office, with the approval of the Trustees if he;

- a) Fails to carry out his responsibilities.
- b) Becomes of unsound mind.
- c) Becomes a member of any other organisation whose aims and objectives conflict with this Constitution.

In case the member refuses to resign, the Management Committee may decide to dismiss if 4 out of the 7 Trustees and 4 out of the 7 Management Committee members agree to it. The member shall retain the right to have his case heard at the next Annual or Extraordinary General Meeting at which point the general membership will have the final say through a vote where the Management Committee must seek a 2/3 majority to uphold its decision as per clause 7:6.

8:7 Any vacancy in the Management Committee may be filled by a majority vote of the said Management Committee and later shall be approved by the Trustees. Any person so appointed shall continue to be a member of the Management Committee.

8:8 To fill a vacancy in the Management Committee, all applicants must pay, in advance, a non-refundable application fee of £50.

8:9 All Management Committee members must subscribe and adhere to, in belief and lifestyle, committed to and promote the approved 'Sunni Hanafi Barelwi Statement of Beliefs' of the Trust detailing clause 3:1 a) without any breach in establishing the Mosques religious or educational ethos, services, resources and outlook.

9. Associate and Sub- Committees

The Management Committee shall formulate and nominate Associate/Sub-Committees.

9:1 The tenure of the Associate/Sub Committees shall be one year but shall be extendable.

9:2 None of the Associate or Sub- Committees shall by-pass the Management Committee in any of its decisions including, but not limited by, calling General Meetings or any other public meetings.

9:3 Sisters Sub-Committee

The Sisters shall designate a representative through a selection. The selected representative shall liaise between the sisters and the Management Committee. This sub-committee shall:

- a) Work within the framework given to the sisters by the Management Committee.
- b) Contribute in all aspects of the Trust such as, social events, educational programmes, fund raising, etc.

9:4 Ad Hoc Committees

The Management Committee may appoint an Ad Hoc Committee in order to carry out a special assignment. The tenure of these committees must be determined depending upon the nature of the assignment but shall not exceed the tenure of the Management Committee. The assignment given the Ad Hoc Committee shall be precisely defined in a memorandum from the Management Committee to the Ad Hoc Committee, a copy of which shall be posted on the notice board in the Mosque. The limit on the expenditure, if any, that may be incurred in carrying out the assignment, shall be specified in the memorandum.

9:5 The Chairperson of the Ad Hoc Committee shall be elected by that committee and shall call, preside over, and adjourn the committee meetings and plan and conduct the committees work.

9:6 No person shall be the chairperson of more than two Ad Hoc Committees at the same time.

9:7 The Ad Hoc committee shall be allowed to continue its work until it completes the assignment for which it was formed. Only the Chairperson of the committee or a majority vote of the Management Committee shall dismiss the committee.

9:8 None of the Ad Hoc Committees shall by-pass the Management Committee in any of its decisions including, but not limited by, calling General Meetings or any other public meetings.

10. Annual General Meeting and Extraordinary General Meeting

10:1 The Annual General Meeting of the Trust shall be held on such a day and such a time as the Management Committee shall determine. The Management Committee shall prepare an Annual Report for the A.G.M.

10:2 The business of such a meeting shall include:

- a) The election of the Management Committee; and Trustees when necessary.
- b) The approval of the accounts of the Trust and
- c) Any other such business as the Management Committee may see fit.

10:3 At least ten days' notice of the meeting shall be given to members by the General Secretary, but the accidental omission to give notice to any member will not invalidate the decisions of the meetings.

10:4 Nominations for elections shall be invited in accordance with paragraph eleven hereafter.

10:5 The Management Committee may at any time at their discretion and shall within twenty-eight days of receiving a written request so to do signed by not less than thirty members of the Trust giving reason for the request call an Extraordinary General Meeting of the Trust and notice shall be given in accordance with paragraph 10:3.

The provisions hereafter contained apply to both Annual and Extraordinary General meetings;

- a) Any member of the Trust may attend and cast one vote at the meeting and in the event of an equality of votes the Chairman of the meeting shall have a second or casting vote. The Chairman of the Management Committee shall be the chairman of the meeting or in his absence the vice-chairman.
- b) No business shall be transacted unless a quorum of members is present at the time when the meeting commences and thirty-five members shall constitute a quorum. If within half an hour from the time appointed for the meeting a quorum is not present, the meeting if convened, upon the request of members, shall be dissolved in any case it shall stand adjourned to the same day in the next week at the same time and place or if this is not possible to such other time and place as the Management Committee may determine and if at the adjourned meeting a quorum is not present within half an hour of the appointed time the members present shall constitute a quorum.

11. Elections

- 11:1** The General Secretary shall invite nominations for election to the Management Committee when giving notice of an Annual General Meeting stating when nominations close.
- 11:2** All candidates for the Management Committee shall pay a non-refundable fee of £100 with an application to B.J.M.T.
- 11:3** All candidates for a Trustee's position shall pay a non-refundable fee of £150 with an application to B.J.M.T.
- 11:4** Elections shall be conducted by an election commission numbering three who shall be appointed by the Trustees.
- 11:5** Names of candidates and the position contested shall be displayed at the mosque and community centre, seven days before the elections and announced at the annual general meeting by the election commission. The **results of the** elections shall be declared and displayed at the mosque and community centre as soon as practicable by the election commission stating total number of votes cast for each candidate.
- 11:6** After the election all the belongings including, but not limited by, properties, documents and records, chequebooks and money shall be given to the newly elected committee within 14 days. If this does not take place, the new Management Committee shall give 7 days' notice, after the initial 14 day period has lapsed, to the outgoing Management Committee to comply, after which legal steps will be taken. Any costs and losses incurred in this will be reimbursed by the outgoing Management Committee; and Trustees if relevant.

12. Alterations

Any proposal to alter this constitution must be delivered in writing to the secretary of the Trust not less than twenty-eight days before the date of the meeting at which it is to be considered. Any alteration will require the approval of a 2/3 majority of members present and voting at an annual or extraordinary general meeting. Notice of such meeting must have been given in accordance with paragraph 10:3 hereof but not less than 10 days prior to the meeting in question members must be given notice of the wording of the proposed amendment. No such alteration shall be made to paragraph 2 hereof without the consent of the charity commissioners of England and Wales and no such alteration shall be made so as to cause the Trust to cease to be a charity at law.

13. Dissolution

The Trust may be dissolved at any time by resolution passed by a 3/4 majority of the members present and voting at an extraordinary general meeting provided that if any property held by or in the name of the Trust remain after the satisfaction of all debts and liabilities, such property shall be given or transferred to some other charitable institution or institutions having objectives similar to those of the Trust as the committee may with the approval of the charity commissioners determine.

14. Judiciary Procedure

Charge(s) of misdemeanour, misappropriation of funds, fraud, corruption, violation of the constitution, cover-up of such offences, etc., can be brought against a member or a group of members. The charges, together with evidence, shall be handed over to the Chairman of the Management Committee and a copy of the same shall be sent to the Trustees. The Management Committee shall investigate the charges and present their findings to the Trustees. The Management Committee will then have it in their remit to suspend the individual or individuals. If the charges against them are proven then the Management Committee will exercise their right to cancel the individuals or groups membership pending a final decision at the next Annual or Extraordinary General Meeting where a majority 2/3 vote will discharge the individual or group of his/ their membership completely.