



Trustees' Annual Report for the period

From: 01-04-17 **Period start date** **To: 31-03-18** **Period end date**

Charity name: Al Khidmah Foundation

Charity registration number: 1161764

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>1) To advance the religion of Islam, by means of, but not exclusively, promoting the teachings and tenets of Islam. Provision of facilities for worship and provision of facilities for Islamic education, in accordance with the teachings of the Qur'an and the sunnah of the prophet Muhammad (PBUH) as defined and interpreted by the ahle sunnah wal jamaa-ah and as expounded by the saalfus saaliheen (pious predecessors)</p> <p>2) To advance the education of the public by means of, but not exclusively, the provision of Arabic language classes, community learning programmes and such activities as the trustees think fit.</p> <p>3) To relieve financial hardship among victims of natural and man-made disasters, the poor and needy in the UK and abroad by means of, but not exclusively, providing or paying for items, services and facilities, including the provision of food, clean water and accommodation for the said persons.</p> <p>4) To promote any other charitable purpose for the benefit of those in need that the trustees from time to time determine.</p>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The primary activity of the charity is the provision of a community centre for holding community activities as well as education classes and holding of spiritual talks for the benefit of community residing in Leicester.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing their aims and objectives and in planning our future activities.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	

Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	There have been no significant achievements to be reported, based on the level of activity during the year. However the charity has continued to provide benefits to the public in accordance with the objectives of the charity.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	

Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>The charity's policy on reserves is the following:</p> <p>Unrestricted reserves - Amounts which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.</p> <p>Restricted/Designated reserves - If any voluntary income, for which the use is restricted by the donor or which is designated for specific purpose by the charity, is accounted for separately. Any amounts not spent in the year are carried forward to future periods.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The trustees have a reserves policy of retaining funds for 6 months of operational (unrestricted) costs, which equates to £3000.
Amount of reserves held	Para 1.22	£3000
Reasons for holding zero reserves	Para 1.22	N/A. The charity does not hold zero reserves.
Details of fund materially in deficit	Para 1.24	No funds in deficit.
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	The trustees feel that there are no uncertainties that can cause them to reasonably believe that they cannot continue to operate as a going concern.

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Trust deed adopted 16 th February 2014
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Trust
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<p>The Trust seeks to ensure that its trustees have the appropriate mix of skills to guide the work of the Trust and is continuously seeking ways to put in place succession arrangements for new trustees.</p> <p>All new trustees are inducted to ensure that they understand their role and responsibilities as trustees.</p> <p>The trustees have examined the major strategic, business and operational risks which the charity faces and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	AL KHIDMAH FOUNDATION
Other name the charity uses	
Registered charity number	1161764
Charity's principal address	132 – 138 Charnwood street Leicester LE5 3EG

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)
1	Mr Abidali Ramjan	N/A	N/A	N/A
2	Mr Elyas Kara	N/A	N/A	N/A
3	Mr Sajid Khalifa	N/A	N/A	N/A
4	Mr Alimuddin Safudin	N/A	N/A	N/A
5	Mr AbdulNaim Mohamed Manga	N/A	N/A	N/A
6	Mr Munir Ahmed Abdul Cadir	N/A	N/A	N/A
7	Mr Tabrez Mulla	N/A	N/A	N/A
8	Mr Abid Ali	N/A	N/A	N/A
9	Mr Mohammed Aazam Monia	N/A	N/A	N/A
10	Mr Sahab Qureshi	N/A	N/A	N/A
11	Mr AbdulGafur Mohamed Manga	N/A	N/A	N/A
12	Mr Abdulla Mamodo	N/A	N/A	N/A
13	Mr Naseemulgani Dingmar	N/A	N/A	N/A
14				
15				
16				
17				
18				
19				
20				

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

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

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	<i>Ekara</i>	<i>Asarfudin</i>
Full name(s)	ELYAS KARA	ALIMUDDIN SARFUDIN
Position (eg Secretary, Chair, etc)	TRUSTEE	TRUSTEE
Date	10-12-18	10-12-18



CHARITY COMMISSION
FOR ENGLAND AND WALES

AL KHIDMAH FOUNDATION

No: 1161764

CC16a

Receipts and payments accounts

For the period from	01/04/2017	To	31/03/2018
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations	11,084	-	-	11,084	49,779
Sadaqah		-	-	-	455
Zakat	550	-	-	550	3,640
Membership fees		-	-	-	17,527
Funeral fees		-	-	-	8,841
Loan - Qardh-e-Hasanah	54,055	-	-	54,055	160,506
Sub total (Gross income for AR)	65,689	-	-	65,689	240,748
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	65,689	-	-	65,689	240,748
A3 Payments					
Funeral Costs	4,620	-	-	4,620	6,221
Motor Expenses	788	-	-	788	1,514
Rates	1,830	-	-	1,830	-
Donations	-	-	-	-	2,825
Light and heat	60	-	-	60	-
Bank charges	15	-	-	15	24
Planning Fees	850	-	-	850	-
Sub total	8,163	-	-	8,163	10,584
A4 Asset and investment purchases, (see table)					
Property 132-138 Upper Charnwood Street, Leicester LE2 0BG	232,923	-	-	232,923	26,400
	-	-	-	-	-
Sub total	232,923	-	-	232,923	26,400
Total payments	241,086	-	-	241,086	36,984
Net of receipts/(payments)	- 175,397	-	-	- 175,397	203,764
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	272,654	-	-	272,654	68,890
Cash funds this year end	97,257	-	-	97,257	272,654

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Al Rayan Bank	92,433	-	-
	HSBC	4,824	-	-
		-	-	-
	Total cash funds	97,257	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost	Current value (optional)
	Building - 132-138 Upper Charnwood Street, Leicester, LE2 0BG	-	259,323	-
B5 Liabilities	Details	Fund to which liability relates	Amount due	When due (optional)
	Loan - Qardh-e-Hasanah	-	245,061	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Mr Elyas Kara	19/11/2018	
		Mr Alimuddin	19/11/2018	



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

AL KHIDMAH FOUNDATION

**On accounts for the year
ended**

31 March 2017

**Charity no
(if any)**

1161764

Set out on pages

1 to 2

**Respective
responsibilities of
trustees and examiner**

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

The charity's trustees consider that an audit is not required for this year under section 144 of the Act and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the applicable Directions given by the Charity Commission (under section 145(5)(b) of the Act, and
- to state whether particular matters have come to my attention

**Basis of independent
examiner's statement**

My examination was carried out in accordance with 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 the 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**


In connection with my examination, no material matters have come to my attention (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

** Please delete the words in the brackets if they do not apply.*

Signed:



Date:

19/11/2018

Name:

Yusuf Patas

**Relevant professional
qualification(s) or body
(if any):**

Fellow Chartered Accountant - FCA
Fellow of the Institute of Chartered Accountants in England and Wales

Address:	Hawthorne House
	17a Hawthorne Drive, Leicester, LE5 6DL

Section B**Disclosure**

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.