

**Report of the Trustees and
Unaudited Financial Statements for The Year Ended 30 September 2021
for
UTRUJJ FOUNDATION**



ADVICE WITH ACCOUNTS
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Utrujj Foundation

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for the Year Ended 30 September 2021**

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Utrujj Foundation

Report of the Trustees for the Year Ended 30 September 2021

The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

Registered Charity number

1099875

Principal address

Kemp House
152 City Road
London
EC1V 2NX

Trustees

Mr. H Tamim
Dr. A Jawaid
Mr H Mian
Miss. A Mian

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust drawn up on the 11th May 2003.

Recruitment, Resignation and appointment of new trustees

There were no changes to the trustees during the year.

The trust deed states the following about the appointment of trustees:

- (i) There must be at least three trustees. Apart from the first trustees, every trustee must be appointed by a resolution of trusts passed at a special meeting.
- (ii) In selecting individuals for appointment as trustees, the trustees must have regard to the skills, knowledge and experience needed for the effective administration of the charity.

Induction and training of new trustees

All new trustees are given, sufficient training on management skills and tools and have enough knowledge of their specific field to understand the nature of the charity and fully comply with the charities current views of its progress. They are also invited to additional courses related to their individual functions in the charity.

Frequent reviews are carried out by experienced staff members to ensure that they are all sufficiently managing their duties and attend internal and external training sessions where appropriate.

Organisational structure

Decisions regarding vision and strategic direction are made by the trustees in consultation with volunteers and occasionally employed staff who play an important role in delivering Utrujj services.

Decisions made concerning the day to day management of the charity are made by the Management team, using guidance provided by the trustees. Bigger decisions are made at Management Team meetings. The frequency and dates of these meetings is usually decided each year after the summer, and all Management Team members are informed of these details at this time.

Decision making at the trust level is governed by the trust deed. The trust deed states that:

- (i) No business shall be conducted at a meeting of the trustees unless at least one third of the total number of trustees at the time, or two trustees (whichever is the greater) are present throughout the meeting
- (ii) The trustees may make regulations specifying different quorums for meetings dealing with different types of business
- (iii) At meetings, decisions must be made by a majority of the trustees present and voting on the question. The person chairing the meeting shall have a casting vote whether or not he or she has voted previously on the same questions but no trustee in any other circumstances shall have more than one vote.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

OBJECTIVES AND ACTIVITIES

Objectives and aims

- Promote education by providing advice, courses and support for all types of learning.
- Promote religious understanding and tolerance by providing courses, literature and advice.
- Promote better health and welfare by providing advice, courses and support.

Significant activities

As a consequence of Covid 19, Utrujj moved its learning to online in the start of 2020. Utrujj continued to increase its online presence to provide more sessions and reach a wider geography throughout the lockdowns. Seasonal events centred around Ramadan, including a daily evening prayer session for the entire month of Ramadan were all conducted online as per the previous year.

5 weekly online courses ran which covered a range of subjects. These have been targeted at different audiences to ensure that a wide spectrum of people were able to access the courses either live online or as part of online recordings made accessible afterwards.

The Utrujj blog has increased the number of articles written and shared to ensure key learnings are shared, with a big improvement in readership

In addition, Utrujj continued its commitment to run regular weekly sessions for an independent group focusing on new Muslims. In addition, 49 events including lectures, talks and conferences were held in collaboration with professional organisations, local grass roots organisations and charities

Achievements and performance

For the financial year concerned, Utrujj delivered a variety of online courses, webinars and lectures. Due to the uncertainty of Covid 19 and associated lockdown rules, now in person courses or retreats were organised. This was a significant loss for the students and Utrujj as the annual retreat tends to be an important part of the Utrujj experience and attracts many families from across the UK.

As per last year, Utrujj continued to provide short Friday online sermons to compensate for Friday Mosque physical attendance. All content is available for free on YouTube.

Overall, our performance was similar to last year in terms of teaching and courses. However a successful fundraising campaign run by volunteers helped us achieve a surplus of funds

Volunteers

Utrujj relies heavily upon volunteers for its work along with some of the paid staff members - due to volunteers staff costs are considerably lower.

FINANCIAL REVIEW

Reserves policy

There was a surplus of **£68,987** for the period to September 2021

Custodian trustees

Neither the charity nor the trustees act as custodian trustees.

ON BEHALF OF THE BOARD OF TRUSTEES

H Mian

Independent Examiners Report to the Trustees of Utrujj Foundation

We report on the financial statements for the year ended 30 September 2020 set out on pages seven to nine

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

Basis of the independent examiner's report

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 matter has come to my attention:

- (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 Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
- (2) to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

NASEEM AKRAM,

ADVICE WITH ACCOUNTS
Units 50-51 Lenton Business Centre,
Lenton Boulevard,
Nottingham, NG7 2BY

09/07/2020

Utrujj Foundation

Statement of Financial Activities for the Year Ended 30 September 2021

	Unrestricted Funds	Restricted Funds	30.09.21 Total Funds	30.09.20 Total Funds
	£	£	£	£
Incoming Resources				
Courses & events Income	27,553	-	27,553	24,345
Donations	71,632	-	71,632	41,661
Total Incoming resources	99,185		99,185	66,006
Resources Expended				
Charitable Expenses				
Wages & Salaries	28,211	-	28,211	37,242
Administration Expenses	1,512	-	1,512	1,864
Bank Charges	36			
Equipment	439			
Total Resources Expended	30,198		30,198	39,106
Net incoming/(outgoing) resources Before transfers	68,987		68,987	£26,900
Gross transfers between funds	-	-	-	-
Net incoming/(outgoing) resources	68,987		68,987	£26,900
Reconciliation Funds				
Total funds brought forward	102,747		102,747	75,847
Total funds carried forward	171,734		171,734	102,747

			30.09.21	30.09.20
	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
	£	£	£	£
Current Assets				
Cash at Bank and in hand	171,734		171,734	102,747
Net Assets	<u>171,734</u>		<u>171,734</u>	<u>102,747</u>
Funds				
Unrestricted Funds	<u>171,734</u>		<u>171,734</u>	<u>102,747</u>
Restricted Funds				

Notes on next page form part of these financial statements

Utrujj Foundation

Notes to the Financial
Statements for the Year
Ended 30 September 2021

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, the Charities Act 2011 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Expenditure is accounted for on an receipt and payment basis and has been classified under headings that aggregate **all** cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

2. TRUSTEES' REMUNERATION AND BENEFITS

Utrujj Foundation pays a trustee of the foundation as a full time serving member of staff. This is allowed under the founding Trust Deed and has been approved by the Charities Commission. The gross amount paid in the year was £25,200 (2020: £25,200)

3. STAFF COSTS

	30.09.21	30.09.20
	£	£
Wages and salaries	25,200	25,200