

**Report of the Trustees and
Unaudited Financial Statements for The Year Ended 30 September 2023
for
UTRUJJ FOUNDATION**



ADVICE WITH ACCOUNTS
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Utrujj Foundation

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for the Year Ended 30 September 2023**

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Utrujj Foundation

Report of the Trustees for the Year Ended 30 September 2023

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

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.

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

Based on the stability of the online classes, Utrujj has continued to deliver classes to its existing student base as well as appealing to new students, building on the Al Manar partnership for new Muslims. Utrujj has increased its online presence and continues to reach a wider demographic. Seasonal events centred around Ramadan, including a daily evening prayer session for the entire month of Ramadan are conducted in person and online as per the previous year to allow those unable to travel in, the ability to participate. The annual family weekend residential retreat was held in February and was considered very successful with the most number of students attending (200+). This included two days of traditional teaching about the last advice given by the Prophet Muhammad (pbuh), interactive family sessions lead by experts, and introduction to beekeeping for children lead by local Beekeepers.

General online classes covered how to apply the teachings of the Quran, Hadith and work of renowned classical scholars, in particular Al Ghazali with a special focus on personal improvement, spiritual growth as well as using these to improve relationships to create a more cohesive and harmonious society. The student base has reflected steadfast commitment and numbers have remained consistent. The five weekly online courses covered 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 continues to observe a fluctuating increase in the readership depending on local or international topics of interest. The number of articles written and shared respond to topical issues ensuring the dissemination of key learnings during key events.

Achievements and performance

For the financial year concerned, Utrujj delivered a variety of online courses, lectures and the annual retreat which had been long awaited since pre-Covid.

Our operational delivery which includes student relations and pre and post course content has continued to be robust as we maintained the position of a paid part-time contractor for the second year running. We have been fortunate to fulfil this position with a long standing and dedicated student

Volunteers

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

FINANCIAL REVIEW

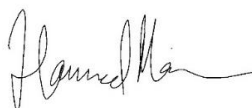
Reserves policy

There was a surplus of **£9,917** for the period to September 2023

ON BEHALF OF THE BOARD OF TRUSTEES

H Mian,

17/07/2023



Independent Examiners Report to the Trustees of Utrujj Foundation

We report on the financial statements for the year ended 30 September 2022 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

13/07/2024

Utrujj Foundation

Statement of Financial Activities for the Year Ended 30 September 2023

	Unrestricted Funds	Restricted Funds	30.09.23	30.09.22
	£	£	Total Funds	Total Funds
			£	£
Incoming Resources				
Courses & events Income	46,821	-	46,821	31,302
Donations	29,212	-	29,212	13,549
Total Incoming resources	76,033		76,033	44,851
Resources Expended				
Charitable Expenses				
Wages & Salaries	34,294	-	34,294	34,579
Administration Expenses	1,320	-	1,320	351
Bank Charges	180		180	141
Equipment	658		658	0
Accountancy Fees	450		450	450
Stationery & Printing	413		413	
Subcontractor Costs	6,000		6,000	6,000
Venue Hire	22,801		22,801	
Total Resources Expended	66,116		66,116	41,521
Net incoming/(outgoing) resources Before transfers	9,917		9,917	3,330
Gross transfers between funds	-	-	-	-
Net incoming/(outgoing) resources	9,917		9,917	3,330
Reconciliation Funds				
Total funds brought forward	165,440		165,440	162,110
Total funds carried forward	175,357		175,357	165,440

			30.09.23	30.09.22
	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
	£	£	£	£
Current Assets				
Cash at Bank and in hand	203,454		203,454	184,443
Current Assets				
Creditors Amounts falling due within one year	(28,097)			(19,003)
Net Assets	<u>175,357</u>		<u>175,357</u>	<u>165,440</u>
Funds				
Unrestricted Funds	<u>175,357</u>		<u>175,357</u>	<u>165,440</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 2023

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 a 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.

3. STAFF COSTS

			2023	2022
Wages and Salaries			31,197	31,489
Social security costs			3,097	3,090

4. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

			2023	2022
HMRC PAYE/NI Taxes			28,097	19,003

Creditors amount due relates to potential underpayment of prior years' PAYE & NI charges. Revised filing has been submitted to HMRC.