

Guru Gobind Singh Gurdwara, Bedford

ANNUAL REPORT FOR THE YEAR ENDED 31st OCTOBER 2021

CONTENTS

	Page
Annual report	2 to 4
Independent Examiners Report	5
Statement of Financial Activities	6
Balance Sheet	7
Notes to Financial Statements	8 to 12

GURU GOBIND SINGH GURDWARA, BEDFORD**ANNUAL REPORT FOR THE YEAR ENDED 31ST OCTOBER 2021**

The Trustees present their annual report & accounts (financial statements) for the year ended 31/10/2021.

Name of Charity: Guru Gobind Singh Gurdwara

Registered Charity No: 1078040

Registered Address: 152-156 Bedford Road, Kempston, Bedford, MK42 8BH

Governing Document: Constitution

Trustees: The following persons served as Members of the Committee (Managing Trustees) of the Guru Gobind Singh Gurdwara during the year to 31/10/2021:

- | | | |
|-----|-------------------------|--------------------------|
| 1) | Mr. Gurnam S Sucha | - President |
| 2) | Mr. Parmjit S Sohal | - General Secretary |
| 3) | Mr. Sarwan Singh | - Treasurer |
| 4) | Mr. Balbir S Atwal | - Assistant Treasurer |
| | | (passed away 03/08/2021) |
| 5) | Mr. Gurmit S Kalirai | - Vice-President |
| 6) | Mr. Balwant S Gill | - Committee Member |
| 7) | Mr. Gurdial S Mander | - Committee Member |
| 8) | Mr. Gian S Sidhu | - Committee Member |
| 9) | Mr. Ranjit S Sohal | - Committee Member |
| 10) | Mr. Balbir S Randhawa | - Committee Member |
| 11) | Ms Jasminder K Sagoo | - Committee Member |
| 12) | Mr. Gurcharan S Rai | - Committee Member |
| 13) | Mr. Hardev Singh | - Committee Member |
| 14) | Mr. Jaskaran S Fagura | - Committee Member |
| 15) | Mr. Kalvinder S Klair | - Committee Member |
| 16) | Mr. Gurcharan S Kalirai | - Committee Member |
| 17) | Mr. Balbir S Dhindsa | - Committee Member |
| 18) | Mr. Gurmukh Singh | - Committee Member |

In addition to the above, the following members act as Special Holding (Custodian) Trustees of the Charity, who will take over if the Committee is dissolved:

- 1) Mr. Shaminder Singh Garcha
- 2) Mr. Kashmir Singh Basra
- 3) Mr. Mohinder Singh Sohal
- 4) Mr. Ranbir Singh Kalirai

Bankers: Santander UK Plc, PO Box 382, Prescot Street, London E1 8RP
The charity also holds accounts with National Westminster Bank and Nationwide Building Society.

Accountants/Independent Examiners: Hallbrookes (Accountancy) Limited
14 Elstow Road, Bedford, MK42 9LA

GURU GOBIND SINGH GURDWARA, BEDFORD

ANNUAL REPORT FOR THE YEAR ENDED 31ST OCTOBER 2021

Structure, Governance and Management

The charity is an unincorporated organisation. It is governed by the regulations set out in its constitution. New Board members are elected every two years at the Annual General Meeting (AGM).

The management board is aware of the potential risks to the charity, including financial risks and has implemented strategies to control or minimise these risks. Assessments have been undertaken of the major risks, governance and compliance with law and regulations.

Objectives and Activities for the Public Benefit

The Guru Gobind Singh Gurdwara has been in existence ever since 15th November 1988 as a Place of Worship/Community Centre for the Sikh Community.

Objects: The objects of the Gurudwara (Charity) are to advance, permit and propagate the Sikh religion in Bedford and surrounding areas (a Place of Worship).

1. by celebrating the principal Sikh Religious Festivals.
2. by extending a welcome to all Sikhs newly arrived in or visiting Bedford and
3. to manage the Gurdwara in accordance with Sikh tenets and local Government rules and regulations.

The charities trustees have regarded that the services undertaken do benefit the public. All the charitable activities focus on the advancement of the Sikh religion, counselling advice and information to the community.

Achievements and Performance

All the objects listed above were carried out to the fullest by the trustees in the year to 31/10/2021.

The Gurdwara assisted many families with shopping and providing essential supplies during the Covid-19 lockdown.

Financial Review

The charitable organisation services are mainly reliant on voluntary income from the congregation. The trustees feel that, a challenging year due to the Gurdwara being closed or only partly open due to Covid-19 restrictions.

A summary statement of the financial activities for the year is shown on page 6 of the accounts. This shows that during year total income of £95,047 was received and after expenses the net surplus of £44,491 was added to reserves.

The Gurdwara's current reserves policy is simply to maintain sufficient cash flow for known commitments and running costs for the next 6 months. The trustees have forecast the level of free reserves (bank and cash reserves) as being £81,494 which are all in the form of unrestricted funds.

Plans for future periods and Public Benefit

To carry out all the objects as outlined in the constitution to the fullest extent. Also, to hold Gurmat and Punjabi lectures annually. Covid-19 lockdown being lifted, the Gurdwara has/will start functioning normally. To make improvements to the Gurdwara building, in particular to the building security, and heating and energy efficiency systems.

ANNUAL REPORT FOR THE YEAR ENDED 31ST OCTOBER 2021

Statement of Trustees' Responsibilities

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards.

The trustees are required by law to prepare accounts for each financial year, which give a true and fair view of the financial activities of the charity and its financial position at the end of that year. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgments and estimates that are reasonable and prudent;
- state whether accounting standards and statement of recommended practice have been followed subject to any material departures disclosed and explained in the accounts;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of charity and to enable them to ensure that financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware – there is no relevant information of which the charity's examiners are unaware; and the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant information and to establish that the examiners are aware of that information.

Accountants

Messrs. Hallbrookes (Accountancy) Limited are willing to continue in office as Accountants/Independent Examiners for the ensuing year 2021/2022.

Approval

This report was approved by the trustees on and signed on their behalf.

.....
(Mr. Gurnam Singh Sucha)
(President)

.....
(Mr. Sarwan Singh)
(Treasurer)

ANNUAL REPORT FOR THE YEAR ENDED 31ST OCTOBER 2021
INDEPENDENT EXAMINER'S REPORT

To the Trustees of the Guru Gobind Singh Gurdwara, Bedford:

We report on the accounts of the Guru Gobind Singh Gurdwara Charity for the year ended 31st October 2021.

Respective Responsibilities of Trustees and Examiner

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

It is my responsibility to:

- examine the accounts (under section 145 of the 2011 Act);
- 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 Commissioners. 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 I do not provide an audit opinion on the view given by the accounts.

Independent Examiner's Statement

In the course of my examination, no matter has come to my attention:

- (1) which give me reasonable cause to believe that in, any material respect, the Trustees have not met the requirements to ensure that:
 - proper accounting records are kept (in accordance with section 130 of the 2011 Act); and
 - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the 2011 Act; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

.....
F. Singh FFA, FIPA, FAIA, MAAT
Hallbrookes (Accountancy) Limited
14 Elstow Road
Bedford, MK42 9LA
Email: services@hallbrookes.com

Date:

GURU GOBIND SINGH GURDWARA BEDFORD**Statement of Financial Activities – Year ended 31/10/21****INCOME AND EXPENDITURE**

	<u>Notes</u>	<u>Unrestricted Fund 31/10/2021</u>	<u>Restricted Fund 31/10/2021</u>	<u>Total Fund 31/10/2021</u>	<u>Total Fund 31/10/2020</u>
<u>Income</u>		£	£	£	£
Donations and Legacy	2	72,965	-	72,965	68,351
Other Income	3	22,082	-	22,082	20,155
Total Incoming resources		95,047	-	95,047	88,506
Resources Expended					
Expenditure on raising funds		-	-	-	-
Charitable activities: (includes governance costs)		50,556	-	50,556	81,256
Total Resources Expended	4	50,556	-	50,556	81,256
Net movements in funds		44,491	-	44,491	7,250
Funds at 31st October 2020		1,370,686	-	1,370,686	1,363,436
Total Funds at 31st October 2021	13	1,415,177	-	1,415,177	1,370,686

GURU GOBIND SINGH GURDWARA BEDFORD

Registered Charity No. : 1078040

BALANCE SHEET as at 31/10/2021

	<u>Notes</u>	<u>2021</u>	<u>2020</u>
		£	£
<u>Fixed Assets</u>			
Tangible Assets	8	1,429,719	1,432,283
<u>Current Assets</u>			
Stocks		500	500
Debtors and Prepayments	11	12,996	12,735
Cash in Bank and in Hand		81,494	53,318
		<u>94,990</u>	<u>66,553</u>
<u>Creditors: amounts due within one year</u>	9	3,532	2,150
<u>Creditors: amounts due more than one year</u>	10	<u>106,000</u>	<u>126,000</u>
Net Current Assets		(14,542)	(61,597)
Net Assets	12	<u>1,415,177</u>	<u>1,370,686</u>
<u>Financed by</u>			
Restricted Funds		-	-
General Funds		1,415,177	1,370,686
<u>Total Funds</u>	13	<u>1,415,177</u>	<u>1,370,686</u>

Approved by us on for and on behalf of all the trustees.

.....
(Mr. Gurnam Singh Sucha)
(President)

.....
(Mr. Sarwan Singh)
(Treasurer)

GURU GOBIND SINGH GURDWARA BEDFORD

NOTES to the Financial Statements for the Year ended 31st October 2021

1) ACCOUNTING POLICIES

Basis of preparation

These accounts (financial statements) have been prepared under the historical cost convention. The financial statements have been prepared in accordance with the Statement of Recommended Practice:

Accounting and Reporting by Charities (FRS 102) and the Charities Act 2011. The accounts (financial statements) have been prepared to give a "true and fair" view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a "true and fair view".

Incoming Resources

Incoming resources are recognised in the statement of financial activities when entitlement has passed to the charity and the amounts are certain and, measurable. Any incoming resources received that relate exclusively to future periods are deferred on the Balance Sheet.

Resources Expended

Expenditure is recognised in the statement of financial activities when a liability is incurred or increased without a commensurate increase in recognised assets or a reduction in liabilities. All expenditure is accounted on an accruals basis.

Allocation of Costs

Direct Activity Costs comprise those costs that contribute directly to an activity and are allocated to the relevant activity.

Support Costs comprise those costs that are necessary to deliver an activity but in themselves do not produce or deliver an activity.

Governance Costs are those costs incurred to meet statutory and constitutional requirements.

Funds

- (a) Unrestricted funds, which are credited to the Income and Expenditure accounts are normally expendable at the discretion of the management.
- (b) Restricted funds, which are for specific purpose declared by the donors and are credited to the Income and Expenditure account when received and debited to the same account when paid.
- (c) Designated funds represent funds set aside by the trustees for specific purposes.

Depreciation

Depreciation is calculated so as to write off the cost of tangible fixed assets on a reducing balance over their useful lives. The rates applied are as follows:

Office Equipment	-	15% on rbb
Fixtures & Fittings	-	15% on rbb

The land has not been depreciated.

Taxation:

The organisation is exempt from tax on its charitable activities.

GURU GOBIND SINGH GURDWARA BEDFORD**NOTES to the Financial Statements for the Year ended 31st October 2021**

	<u>2021</u>	<u>2020</u>
	£	£
2) <u>Donations and legacies</u>		
General Donations	62,965	67,851
Gift Aid	9,500	0
Donations in Kind (Food)	500	500
	<u>72,965</u>	<u>68,351</u>
3) <u>Other Income</u>		
Rent Received (O2)	10,736	10,736
Covid Grants	11,313	9,382
Interest Received	33	37
	<u>22,082</u>	<u>20,155</u>

4) TOTAL RESOURCES EXPENDED

<u>Costs directly allocated to activities</u>	<u>Basis of allocation</u>	<u>Religious Services</u>	<u>Governance</u>	<u>Total 2021</u>	<u>Total 2020</u>
		£	£	£	£
Salaries costs	Direct	24,128		24,128	23,828
Repairs, Renewals and cleaning	Direct	6,546		6,546	7,396
Sundries/Food	Direct	1,869		1,869	1,070
Light/Heat & Water Rates	Direct	9,311		9,311	10,676
Religious Function	Direct	517		517	707
Donations	Direct	0		0	28,020
Bank charges / Loan interest	Direct	0		0	24
Depreciation/loss on disposals	Direct	3,103		3,103	3,555
Fireworks	Direct	0		0	300
<u>Support Costs allocated to activities</u>					
Premises & Administration	Usage	599		599	855
General office	Usage	2,683		2,683	2,845
Legal and Professional	Usage	0	1,800	1,800	1,980
		48,756	1,800	50,556	81,256

GURU GOBIND SINGH GURDWARA, BEDFORD:**NOTES to the Financial Statements for the Year ended 31/10/2021** continued.../**5) NET MOVEMENTS OF FUNDS FOR THE YEAR****This is stated after charging:**

	<u>31/10/2021</u>	<u>31/10/2020</u>
	£	£
Depreciation	3,103	3,555

6) STAFF COSTS AND TRUSTEES REMUNERATION

	<u>31/10/2021</u>	<u>31/10/2020</u>
	£	£
<u>Staff Costs and Trustee's Remuneration</u>		
Wages and Salaries (including Social Security Costs)	24,128	23,828
No employee earned more than £60,000 per annum.		

The trustees were not remunerated for the year ended 31st October 2021 except for reimbursements in certain circumstances.

7) STAFF NUMBERS

The average monthly number of employees during the year was 2 (2020: 2).

NOTES to the Financial Statements for the Year ended 31/10/2021 continued.../**8) TANGIBLE FIXED ASSETS FOR THE YEAR ENDED 31/10/2021**

	<u>Land & Buildings/ Improvements</u>	<u>Fixtures/Fittings & Equipment</u>	<u>Total</u>
	<u>£</u>	<u>£</u>	<u>£</u>
Cost b/fwd	1,412,140	109,852	1,521,992
Additions	-	539	539
Cost at 31/10/2021	<u>1,412,140</u>	<u>110,391</u>	<u>1,522,531</u>
Depreciation b/fwd	---	89,709	89,709
Charge for the year	---	3,103	3,103
At 31/10/2021	<u>---</u>	<u>92,812</u>	<u>92,812</u>
Net Book Value			
At 31/10/2020	1,412,140	20,143	1,432,283
At 31/10/2021	<u>1,412,140</u>	<u>17,579</u>	<u>1,429,719</u>

9) CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	<u>2021</u>	<u>2020</u>
	<u>£</u>	<u>£</u>
Accruals	3,099	1,575
Other Creditors	433	575
	<u>3,532</u>	<u>2,150</u>

10) CREDITORS: AMOUNTS FALLING DUE MORE THAN ONE YEAR

	<u>2021</u>	<u>2020</u>
	<u>£</u>	<u>£</u>
Loans	103,500	123,500
Other Creditors	<u>2,500</u>	<u>2,500</u>
	<u>106,000</u>	<u>126,000</u>

NOTES to the Financial Statements for the Year ended 31/10/2021 continued.../**11) DEBTORS AND PREPAYMENTS**

	<u>2021</u>	<u>2020</u>
	<u>£</u>	<u>£</u>
Debtors - Gift Aid reclaim	<u>12,996</u>	<u>12,735</u>

12) ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds	Restricted Funds	Total Funds
	£	£	£
Tangible Fixed Assets	1,429,719	-	1,429,719
Stock	500	-	500
Debtors	12,996	-	12,996
Cash at Bank/in Hand	81,494	-	81,494
Current Liabilities	(109,532)	-	(109,532)
		-	
Net Assets as at 31/10/2021	<u>1,415,177</u>	<u>-</u>	<u>1,415,177</u>

13) CAPITAL COMMITMENTS

Authorised but not contracted

MOVEMENTS IN FUNDS

	<u>Balance b/fwd 31/10/2020</u>	<u>Incoming Resources</u>	<u>Resources Expended</u>	<u>Balance c/fwd 31/10/2021</u>
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
Restricted Funds	-	-	-	-
Unrestricted Funds	1,370,686	95,047	50,556	1,415,177
Total Funds	<u>1,370,686</u>	<u>95,047</u>	<u>50,556</u>	<u>1,415,177</u>

14) GOVERNANCE COSTS

The figure of £1,800 is the accountancy costs for the organisation.

15) UNRESTRICTED FUNDS

All funds are used for unrestricted purposes to spend on activities that further any of the purposes of the charity.

GURU GOBIND SINGH GURDWARA, BEDFORD

152-156 Bedford Road, Kempston, Bedford, MK42 8BH

Registered Charity Number: 1078040

ANNUAL REPORT AND ACCOUNTS

For the year ended 31st October 2021
