

**Report of the Trustees and
Unaudited Financial Statements for The Year Ended 30 September 2024
for
UTRUJJ FOUNDATION**



ADVICE WITH ACCOUNTS
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Utrujj Foundation

Report of the Trustees for the Year Ended 30 September 2024

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

We continued to run our most successful and popular courses such as tafseer and hadith classes. We also ran a fortnightly 'Convert Club' which was something new this period.

Popular events of the year were tarawih during Ramadan, Iftari at Islamia school and "Utrujj Talks" including topics on neurodiversity and minimalism.

Online content remains popular with hundred of blog posts published and lots of activity on our subscribed Whatsapp groups

Achievements and performance

For the financial year concerned, Utrujj delivered a variety of online courses, webinars and lectures.

Our student relations, course operations and digital activity (website design, social media and whatsapp) continue to see improvements with dedicated volunteers.

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. We also held a small dinner and 'thank you' ceremony for our dedicated volunteers, where signed copies of books were issued to long-standing volunteers

FINANCIAL REVIEW

Reserves policy

There was a surplus of **£6,873** for the period to September 2024

ON BEHALF OF THE BOARD OF TRUSTEES

H Mian,

28/07/2025



We report on the financial statements for the year ended 30 September 2024 set out on pages 7-9

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,
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24/07/2023

Utrujj Foundation

Statement of Financial Activities for the Year Ended 30 September 2024

	Unrestricted Funds	Restricted Funds	30.09.24 Total Funds	30.09.23 Total Funds
	£	£	£	£
Incoming Resources				
Courses & events Income	29,655	-	29,655	46,821
Donations	22,981	-	22,981	29,212
Total Incoming resources	52,636		52,636	76,033
Resources Expended				
Charitable Expenses				
Wages & Salaries	14,142	-	14,142	34,294
Administration Expenses	435	-	435	1,320
Bank Charges	136		136	180
Equipment	0		0	658
Accountancy Fees	7,950		7,950	450
Stationery & Printing	0		0	413
Subcontractor Costs	23,100		23,100	6,000
Venue Hire	0		0	22801
Total Resources Expended	45,763		45,763	66,116
Net incoming/(outgoing) resources	6,873		6,873	£9,917
Before transfers				
Gross transfers between funds	-	-	-	-
Net incoming/(outgoing) resources	6,873		6,873	£9,917
Reconciliation Funds				
Total funds brought forward	175,357		175,357	165,440
Total funds carried forward	182,230		182,230	175,357

			30.09.24	30.09.23
	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
	£	£	£	£
Current Assets				
Cash at Bank and in hand	213,970		213,970	203,454
Current Assets				
Creditors Amounts falling due within one year	-31,740		-31,740	-28,097
Net Assets	<u>182,230</u>		<u>182,230</u>	<u>175,357</u>
Funds				
Unrestricted Funds	<u>182,230</u>		<u>182,230</u>	<u>175,357</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 2024

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.

3. STAFF COSTS

			2024	2023
Wages and Salaries			12,886	31,197
Social security costs			1,255	3,097

4. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

			2024	2023
HMRC PAYE/NI Taxes			31,740	28,097

A provision has been created for potential underpayment of PAYE & NI taxes for prior years. Correct and Final submissions have been made to HMRC, provision will be kept in accounts until confirmation.