



Trustees' Annual Report

01 April 2023 to 31 March 2024



Section A Reference and administration details

Charity name	West Berkshire Muslim Centre	
Other names charity is known by	WBMC	
Registered charity number (if any)	1163865	
Charity's principal address	1st Floor Riverside Community Centre, Rosemoor Gardens, Clay Hill	
	Postcode	RG14 2FG

Names of the charity trustees who manage the charity

Trustee name	Office (if any)/ Committee	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
Azmal Ahmed Shah	Governance up to July 2023 Services & Systems from July 2023		
Md. Amir Hussain	Membership		
Umar Mahmood Butt	Fund Raising		
Nokhaz Yaqub	Finance		
Mazher Qazi	Finance		
Leigh Polding	Governance		
Ahmed Maher Abdelwahed	Education		

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution adopted on 08/01/2017
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation with voting members other than its charity trustees ('Association' Model Constitution)
Trustee selection methods (eg. appointed by, elected by)	Election and/or Selection



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Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Organisational Structure:

The officers and committee members of the charity give their time for its control, management and operation freely, and receive no remuneration or other financial benefits.

In accordance with the constitution, the charity has a committee based organisational structure, comprised of the following sub-committees: Governance, Finance, Fund Raising, Services & Systems, Membership, Education, Events and Ladies Forum. The committees are formed of volunteers from the general membership of the CIO, with up to two leads from each committee being elected/nominated to form the Executive Committee. The CIO Trustees are subsequently elected/nominated from the members of the Executive Committee. Full details concerning the appointment of Trustees are given in the constitution.

Induction and Training of Trustees:

New trustees are provided copies of the organisations constitution, and the policies and procedures that have been adopted. Several Charity Commission guidance publications are also provided. Where possible new Trustees will be provided with guidance from serving, experienced Trustees.

Risk Management:

Risk assessments have been undertaken for the main activities undertaken by the charity and the Trustees believe that suitable arrangements and policies are in place to manage the risks identified. Where necessary, suitable insurance cover has also been put in place. Appropriate Criminal Records Bureau (CRB) checks are made in conjunction with safeguarding procedures for activities directly involving children. Finances are controlled in accordance with a Finance Policy and kept under review.

Section C

Objectives and activities

Summary of the objectives of the charity set out in its governing document.

The objectives of the CIO as set out in the constitution are:

The advancement of the Islamic faith for the benefit of the public, particularly but not exclusively, through the holding of prayer meetings, lectures, and public celebration of religious festivals.

To further or benefit the residents of West Berkshire and the neighbourhood, without distinction of sex, sexual orientation, race or of political, religious, or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.

In furtherance of these objects but not otherwise, the trustees shall have power: to establish or secure the establishment of a community centre and to maintain or manage or co-operate with any statutory authority in the maintenance and management of such a centre for activities promoted by the charity in furtherance of the above objectives.



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Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The trustees have had regard to the guidance issued by the Charity Commission on public benefit.

The main activities are as follows:

- Friday jummah prayer meetings on a regular basis
- Daily prayers (Zuhr, Asr, Maghrib and Isha) by notification as/when volunteers available.
- Ramadhan Taraweh prayers
- Community Iftar events during Ramadan
- Community Eid prayers and celebrations
- Regular community social events/activities
 - Share-a-meal ("One-Dish") events
 - Sports, includes:
 - Football
 - CrossFit (for both males and females), with support from Newbury CrossFit
 - Badminton
- Islamic Studies
 - Sunday School for Children aged 3 to 16.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grant making;
- policy programme related investment;
- contribution made by volunteers.

Grant Making:

The community continue to respond generously to disaster appeals arising from humanitarian calamities affecting various regions throughout the world. Support has also been generously provided to local calls for urgent assistance on an individual/family basis.

Policy Programme Related Investment:

Restricted funds (Savings Account): Funds raised to specifically support securing a permanent fit for purpose facility for the future.

Non-restricted funds (Current Account): Funds raised to support the current rented facilities, services and activities of WBMC.

The financial policy includes provision to move "excess" funds from the non-restricted funds (current account) to the restricted funds (savings account).

Although a return ("interest") is obtained from the restricted funds savings account, it has been established that it is not Shariah compliant and therefore heavy restrictions and limitations are placed on what it can be used for. This, together with general concerns over diminishing capital due to inflation and low return rates, has triggered a review of available Sharia compliant investment strategies for the restricted funds. A decision on policy was still pending at the close of the year with further review required.

Volunteers:

All operational activities, including the organisation and delivery of specific events (e.g. EID Prayers & Celebrations) are supported/provided by volunteers.



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Section D Achievements and performance

Summary of the main achievements of the charity during the year	<p>The Executive committee along with volunteers continue to promote the facilities to the wider community through events, social media and word of mouth.</p> <p>This is a testament to the vision and values set out by the trustees, as we continue to promote social and community cohesion, in line with the CIO objectives.</p> <p>Hard work and determination of the trustees to keep focus on the core objectives as we build trust and promote diversity and embrace our British multi-cultural identity of the society.</p> <p>Key achievements for the year include:</p> <ul style="list-style-type: none">• Maintained support of and links with other community organisations and events.• Maintained links with local schools and youth organisations by supporting panel discussions, visits and events promoting understanding and tolerance.• Continued the provision of regular Islamic Studies (Sunday School) for children.• Continued support for asylum seekers housed in local facilities, including:<ul style="list-style-type: none">- Engaging with other local support groups and charities to help provide support for mental, spiritual and physical wellbeing.
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Section E Financial review

Brief statement of the charity's policy on reserves	<p>The Finance policy as of the end of March 2024 does not specifically address reserves other than an upper limit at which excess unrestricted funds in the current account should be transferred to the restricted funds account (plans to review the policy this year). However, the finances are regularly reviewed, and any possible shortcomings would initially be addressed in a timely manner through a direct and swiftly implemented fund-raising campaign. The restricted funds offer only a very limited recourse in an absolute emergency - subject to unanimous approval from the Trustees - and then only if all other avenues have been unsuccessfully pursued.</p>
Details of any funds materially in deficit	None

Further financial review details (Optional information)

<p>You may choose to include additional information, where relevant about:</p> <ul style="list-style-type: none">• the charity's principal sources of funds (including any fundraising);• how expenditure has supported the key objectives of the charity;• investment policy and objectives including any ethical investment policy adopted.	<p>The operations of the charity are funded primarily by individual donations (a large proportion from giving at Friday Prayers), and donations arising from and in support of specific events and activities.</p> <p>Funding platforms such as the Greenham Trust are utilised wherever appropriate/possible to assist with specific projects and activities.</p> <p>Gift Aiding where appropriate is actively encouraged.</p> <p>Purchase of educational materials and investment in vetting volunteers (paying for appropriate CRB checks) has enabled the continued provision of regular Islamic Studies by the Sunday School for Children.</p> <p>No investment was planned or made in this term. All funds remain on account to support the organisation objectives.</p>
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Section F Other optional information

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Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s) *Electronic signature*

Full name(s) Leigh Polding

Position (eg Secretary, Chair, etc) Governance

Date 31 January 2024

Signature(s) *Electronic signature*

Full name(s) Nokhaz Yaqub

Position (eg Secretary, Chair, etc) Finance

Date 31 January 2024



Section A

Independent Examiner's Report

Report to the trustees/ members of	West Berkshire Muslim Centre (WBMC)		
On accounts for the year ended	1 March 2024	Charity no (if any)	1163865
Set out on pages	8 -9		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 March 2024.

**Responsibilities and
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

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

- accounting records were not kept in accordance with section 130 of the 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:

30 January 2024

Name:

Nick Smeed

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

N/A

Address:

424 London Road

Westcliff on Sea

Essex SS0 9LA

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.



CHARITY COMMISSION
FOR ENGLAND AND WALES

WEST BERKSHIRE MUSLIM CENTRE
Charity Reg Number: 1163865

No (if any)

Receipts and payments accounts

CC16a

For the period from	Period start date	To	Period end date
	1/4/2023		31/3/2024

Section A Receipts and payments

	Unrestricted to the nearest £	Restricted to the nearest £	Endowment to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
SumUp donations	11128	-	-	11,128	7,732
JustGiving donations.	5049	-	-	5,049	7,182
Membership donations	3380	-	-	3,380	3,610
Cash donations	2613	-	-	2,613	2,830
Grant - Greenham	6420	-	-	6,420	2,599
Grant - GetBerkshire	10	-	-	10	840
Saving account bank interest	-	4,599	-	4,599	1,197
Others/Adjustment from last year	-	-	-	-	-
Donations	6829	-	-	6,829	1,788
School donations	1292	-	-	1,292	774
Sub total (Gross income for	36720	4,599	-	41,319	28,552
A2 Asset and investment sales,					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	36,720	4,599	-	41,319	28,552
A3 Payments					
Refugee Events	-	-	-	-	1,301
Football	410	-	-	410	1,347
Bank charges	58	-	-	58	82
Rent and Council tax	16,172	-	-	16,172	7,831
School	-	-	-	-	532
Ifari	2,500	-	-	2,500	2,438
Eid	7,419	-	-	7,419	2,345
Sundry	5,281	-	-	5,281	2,157
Broadband	371	-	-	371	109
Sub total	32,212	-	-	32,212	18,141
A4 Asset and investment					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	32,212	-	-	32,212	18,141
Net of receipts/(payments)	4,508	4,599	-	9,107	10,411
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	8,582	252,358	-	260,939	250,529
Cash funds this year end	13,089	256,957	-	270,046	260,939

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

Categories	Details	Unrestricted to nearest £	Restricted to nearest £	Endowment to nearest £
B1 Cash funds	Balance on current /saving accounts	13,089	256,957	-
		-	-	-
		-	-	-
	Total cash funds	13,089	256,957	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	balance on saving accounts	-	-	-
		-	-	-

	-	-	-
	-	-	-
	-	-	-
	-	-	-

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 (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

B5 Liabilities

Details	Fund to which	Amount due	When due
		-	
		-	
		-	
		-	
		-	

Signed by one or two trustees on

Signature	Print Name	Date of
	Leigh Polding	29/01/2025