

**SURREY MUSLIM ASSOCIATION**

**2021**

**REPORT AND FINANCIAL STATEMENTS**

**REGISTERED CHARITY NO: 1176219**



For the year ending the 31<sup>st</sup> March 2021

**Surrey Muslim Association**  
**ANNUAL REPORT OF THE TRUSTEES**  
**For the year ending the 31<sup>st</sup> March 2021**

**Reference and Administration Details**

**Name of Charity**

Charity registration number 1176219

Date Registered 14<sup>th</sup> December 2019

**Principal Address**

Flat 1,  
Shah Jahan Mosque,  
149 Oriental Road,  
Woking.  
GU22 7AB

**Names of Trustees/ Directors**

- 1. Dr Syed Naqvi (Al Asr Centre) (Chair)**
- 2. Hafiz Saeed Hashmi (Shah Jahan Mosque) (Vice Chair)**
- 3. Kawther A Hashmi (Secretary)**
- 4. Rashid Laher (Elmbridge Multi Faith Forum)**

This annual report is prepared to meet the requirements of the directors' report and accounts as required by the Charity Commission.

## **Objectives and Activities**

### **Objects**

The charity's objects' ('Objects') are specifically restricted to the following:

The charity's objects are, for the public benefit:

1. To promote social and financial Inclusion for the benefit of the public by working with members of the Muslim and Non-Muslim communities in Surrey who are socially and financially excluded on grounds of their ethnic origin, religion, belief or creed so as to relieve the needs of such members of the communities and assist them to integrate into society by:

- Providing a local network groups that encourages and enables members of the community to participate more effectively with the wider community; ·
- Increasing or co-ordinating opportunities for members of that community to engage with service providers so as to engage with service providers to adapt services so as to better meet the need of that community.

2. To promote the efficiency and effectiveness of Islamic charities through the provision of advice and guidance, in particular but not exclusively on governance.

3. The relief of charitable need amongst Muslim and Non-Muslim community in Surrey for the Public Benefit.

The Trustees have paid regard to the Charity Commission's guidance on public benefit and are confident that the charity's intent and its performance clearly demonstrate that Surrey Muslim Association provides a public benefit.

## **Achievements and Performance**

### **Chair's Report**

These are the events and activities of Surrey Muslim Association from 2019 to 2020:

First ever Muslim Commemoration Service At Brookwood Cemetery 07/07/19

SMA worked in partnership with Woking Borough Council to organise the first ever Muslim service for the Indian Soldiers buried at the cemetery – to raise awareness to the public about the contribution of the Indian Soldiers to the World Wars as British allies.

Christian Muslim Forum 11/09/19

A meeting between SMA Imams and leaders, The Bishop of Guildford and Christian leaders to discuss matters relevant to the two faith communities, develop relationships and look at ways of working together

SEEFF Conference: '12 years to save the planet' 16/09/19, University of Surrey

A conference to hear the different faith perspectives on climate change and the role of people of faith. The aim is to raise awareness and encourage people to take positive action.

Speakers include: Christian, Jewish, Muslim, Sikh, Buddhist, Humanist and St Ethelburga's Centre of Reconciliation.

SMA supported and partially sponsored this event

We had planned an event on Organ Donation but unfortunately did not go ahead because of Covid-19.

The SMA continues to provide sign-posting and advice to the people of Surrey and surrounding areas, some of which has included support for refugees, Muslim communities needing advice and support for place of prayer, linking with Surrey and Borders Partnership to support Muslims with mental health illnesses, sign-posting with Citizen's Advice Bureau, Woking. SMA collates Ramadan timetables and information from Mosques in Surrey and make available on our website to make it easy for all. During Covid-19 we have provided information and support to Mosques and affected community members in Surrey.

SMA committee members were meeting regularly to discuss matters arising and will meet up in November to plan future events, look at our 5-year business plan and areas to provide support. Any suggestions welcome.

Yours sincerely,

Dr Syed Abbas Naqvi

## ANNUAL REPORT OF THE TRUSTEES (cont'd)

### **Financial review**

The financial position of Surrey Muslim Association continues to remain the same, and we end this year with healthy balances of restricted and unrestricted funds which are allocated to delivering the remainder of the programmes which continue into 2021/22. We hold significant cash balances as our funders largely provide cash in advance of need. Debtors; which are people who owe us money or services are low, and Creditors, people to whom we owe money is minimal.

Reserves are needed to bridge the gap between the spending and receiving of income and also to cover unplanned expenditure and provide opportunities for investment in new activities. Our reserves policy gives the ideal range for unrestricted reserves of between 3 and 6 months unrestricted operating costs. As at the end of March 2021 this range was £6,000 based on the following years forecast and so the closing balance of £8,020.64 is above the target and the Trustees have agreed a plan to fundraise to the desired level in the following two years.

The principal uncertainty for the continued operation of Surrey Muslim Association is the lack of secured mid to long term funding, however, several multiyear grants are being looked into and on this basis the Trustees are of the view that the Surrey Muslim Association is a going concern.

### **Structure, Governance and Management**

The Charity is constituted as a Company Incorporated Organisation. The Directors of the Company are also Trustees of the Charity. Eligibility for membership of the Charity and membership of the Board of Trustees is governed by the Constitution. There are no restrictions on the operation of the Charity or on its investment powers, other than those imposed by general Charity law.

Trustees are appointed in consultation with the members of Surrey Muslim Association and given a formal induction by the Chair of the Board.

### **Statement of responsibilities of the Trustees**

The Charities Acts require the Board of Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Board is required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will not continue on that basis.

The Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with both charity and company law. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are also responsible for the contents of the Trustees' report, and the responsibility of the independent examiner in relations to the Trustees' report is limited to examining the report and ensuring that, on the face of the report, there are no inconsistencies with the figures disclosed in the financial statements.

#### **Respective responsibilities of trustees and examiner**

The charity's trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the financial statements. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity's gross income did not exceed £25,000.



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
Surrey Muslim Association

No (if any)  
1176219

## Receipts and payments accounts

CC16a

For the period from	Period start date	To	Period end date
	01/04/2020		31/03/2021

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Guildford Diocesan	-	1,990	-	1,990	-
UK Research	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	-	1,990	-	1,990	-
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	-	1,990	-	1,990	-
<b>A3 Payments</b>					
UK Research	-	356	-	356	-
Noms & fisher insurance	-	213	-	213	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	569	-	569	-
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	-	569	-	569	-
<b>Net of receipts/(payments)</b>	-	1,421	-	1,421	-
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	-	-	-	-	-
<b>Cash funds this year end</b>	-	1,421	-	1,421	-

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Cash at bank	100	8,021	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>100</b>	<b>8,021</b>	<b>-</b>
(agree balances with receipts and payments account(s))		Agreement Error	Agreement Error	OK
<b>B2 Other monetary assets</b>	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B4 Assets retained for the charity's own use</b>	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B5 Liabilities</b>	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

  

Signed by one or two trustees on behalf of all the trustees

CCXX R2 accounts (SS)

Signature	Print Name	Date of approval
	KAWTHER HASHMI	26/01/22