



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	04	2023		31	03	2024

## Section A Reference and administration details

Charity name	Taqasim Music Foundation
Other names charity is known by	Taqasim Foundation
Registered charity number (if any)	1176526
Charity's principal address	8 Singleton Road Dagenham London Postcode RM9 5EP

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Ruba Hillawi	Chair	20 <sup>th</sup> December 2021 to present (re-elected 21/01/24)	
2	Ahmed Mukhtar	Treasurer	20 <sup>th</sup> December 2021 to present (re-elected 21/01/24)	

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

	Name	Dates acted if not for whole year
3	Paul Hughes-Smith	20 <sup>th</sup> December 2021 to present
4	Ignacio Lusardi Monteverde	20 <sup>th</sup> December 2021 to present
5	Richard Dumbrill	20 <sup>th</sup> December 2021 to present
6	Camilla Saunders	20 <sup>th</sup> December 2021 to present

### 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	Constitution of a Charitable Incorporated Organisation whose only voting members are its charity trustees
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(eg. trust deed, constitution)	
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Elected by trustees

### 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.

We have begun drafting the policies and procedures listed below within the period of this annual report (01/04/2023 – 31/03/2024). However, they have been finalised, approved and implemented after this period.

The Policies & Procedures are:

- Financial Policies & Procedures
- Safeguarding Policies & Procedures
- Complaints Policies & Procedures
- Internal Risk Management Policies & Procedures
- Engaging External Speakers at Charity Events Policies & Procedures
- Serious Incident Reporting Policies & Procedures
- Social Media Policies & Procedures
- Trustees Conflict of Interest Policies & Procedures
- Bullying and Harassment Policies & Procedures

## Section C Objectives and activities

**Summary of the objects of the charity set out in its governing document**

For the public benefit to preserve, share and spread an appreciation of the rich musical traditions of the Middle-East, with a focus on the oud, through the organization of various public activities and events where participants from all backgrounds and music interests are encouraged to take part.

**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)**

Taqasim Oud Club concert series – A series of 6 concerts each highlighting music from a different geographical area of the Middle East. Concerts took place in May, June, August, September, October and November of 2023 at St. John's Hoxton, London.

Invited to take part at the Liverpool Arab Arts Festival in 2023 giving Arabic Music workshops and concert.

Planning a series of Arabic music workshops to be delivered in May 2024 in three rural primary school around Shropshire and the Welsh border. Finishing the week with a concert of Arabic/Western music fusion.

**Additional details of objectives and activities (Optional information)**

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

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

**Summary of the main achievements of the charity during the year**

Running a successful student Concert in January 2023 in support of students of the oud and darbuka who showcased their talent to their friends, family and wider community.

Successfully receiving private funding to run three Arabic music workshops in Primary schools in around rural Shropshire and the Welsh boarder. Planned delivery: May 2024. Finishing the week with a concert of Arabic/Western music fusion.

## Section E Financial review

Brief statement of the charity's policy on reserves

The Taqasim Music Foundation does not have a policy on reserves

Details of any funds materially in deficit

### Further financial review details (Optional information)

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

- 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.

Main funding source: Arts Council England

Funding was granted and went towards paying for artists fees and all other expenses to deliver a series of 6 concerts in central London.

## Section F Other optional information

## Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)




Full name(s) Ruba Hillawi

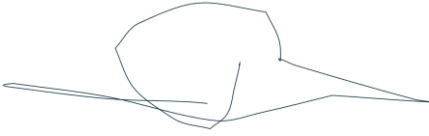

Ahmed Alsaady

Position (eg Secretary, Chair, etc)

Chair

Treasurer



Date	27/12/2024	27/12/2024
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Signature(s)		
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Full name(s)	Richard Dumbrill	Camilla Saunders
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Position (eg Secretary, Chair, etc)	Trustee	Trustee
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Date	19/01/2025	20/01/2025
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Signature(s)		
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Full name(s)	Ignacio Lusardi	Paul Hughes-Smith
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Position (eg Secretary, Chair, etc)	Trustee	Trustee
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Date	19/01/2025	19/01/2025
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CHARITY COMMISSION  
FOR ENGLAND AND WALES

Taqasim Music Foundation

1176526

## Receipts and payments accounts

CC16a

For the period  
from

1<sup>st</sup> April 2023


To

31<sup>st</sup> March 2024

### 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>					
Eventbrite Operation	-	3,801	-	3,801	109
ACE - Lottery Fund	-	15,000	-	15,000	-
Oud School	-	600	-	600	-
E/C LLP/CLNT E DONATION	-	9,550	-	9,550	-
Oud School Tickets	-	200	-	200	-
<b>Sub total (Gross income for AR)</b>	-	29,151	-	29,151	109
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	-	29,151	-	29,151	109
<b>A3 Payments</b>					
St John's Hoxton	-	1,400	-	1,400	200
Sara Manasseh	-	600	-	600	-
Oud School - Mukhtar Coordination	-	1,613	-	1,613	-
Ruba Hillawi	-	2,596	-	2,596	-
Jaamshid Razai	-	1,200	-	1,200	-
Mr Ignacio Lusardi	-	3,255	-	3,255	-
Paul Hughes-Smith	-	150	-	150	-
Ahmed Mukhtar	-	2,450	-	2,450	-
Mohamed Redha Bou	-	1,000	-	1,000	-
Mr Mohamad Saleh	-	500	-	500	-
Zaid Sabbubeh	-	202	-	202	-
Jiva Housden	-	300	-	300	-
Oud School - booster (adverts)	-	108	-	108	-
Oud School - Director	-	550	-	550	-
Konstantinos Glynos	-	1,000	-	1,000	-
Ahu Sozer	-	465	-	465	-
Oud of Tune	-	2,211	-	2,211	-
<b>Sub total</b>	-	19,600	-	19,600	200
<b>A4 Asset and investment purchases. (see table)</b>					
Amazon.co.uk*5Y488 CD 3817	-	158	-	158	-
	-	-	-	-	-
<b>Sub total</b>	-	158	-	158	-
<b>Total payments</b>	-	19,758	-	19,758	200
<b>Net of receipts/(payments)</b>	-	9,393	-	9,393	91
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	-	421	-	421	-
<b>Cash funds this year end</b>	-	9,814	-	9,814	91

## 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>	Balance 31st March 2024	-	9,814	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	-	9,814	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Ruba Hillawi	07/10/2024	



## **Independent examiner's report to the trustees of Taqasim Music Foundation**

I report to the trustees on my examination of the accounts of the Taqasim Music Foundation (the Foundation) for the year ended 31 March 2024.

### **Responsibilities and basis of report**

As the charity trustees of the Foundation 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 Foundation's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

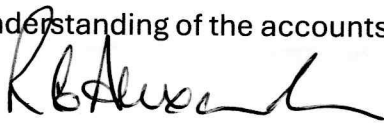
### **Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Foundation as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:



Name: Rachel Alexander

Address: 63 Priory Road, London W4 5JA

Date: 25/1/2025

## 2. Checklist

The Directions and documentation	Step done?	Working paper reference
<b>Direction 1: Check whether the charity is eligible to have an independent examination</b>	✓	
Checked the charity audit threshold applying to the accounts to be reviewed	✓	
Checked an audit is not required for any other reason	✓	
Confirmed the charity is eligible for independent examination	✓	
Confirmed the amount of the charity's income to figure shown the accounts (including any branches) and confirmed that income and assets are below the audit threshold or, if applicable, obtained a copy of the letter from the Commission approving an audit dispensation	✓	
If the charity has one or more subsidiaries confirmed that group accounts are not required by law	N/A	
If a charitable company checked that the audit exemption statement has been made		
If applicable, rechecked the threshold calculation during the examination	NA	
If the charity's income is more than £250,000 confirmed that the examiner is a member of one of the listed bodies	N/A	
If applicable, informed the trustees that the charity is not eligible for an independent examination	N/A	
If receipts and payments accounts have been prepared, checked that the charity's gross income is less than £250,000 and that it is not a company	NA	
If receipts and payments accounts have been prepared, check that there is no requirement to prepare accruals accounts in the charity's governing document or for any other reason	NA	
If applicable, informed the trustees that the charity is not eligible to prepare receipts and payments accounts	N/A	
<b>Direction 2: Check for any conflict of interest that prevents the examiner from carrying out their independent examination</b>	✓	
Confirmed that there are no close personal relationships with the trustees that compromise independence	✓	
Confirmed as having no the day to day involvement in the administration of the charity	✓	
If providing other services to the charity then confirmed that all the criteria in Direction 2 necessary for independence are met	NA	
Identified that there are no circumstances in the examiner's judgment that would reasonably lead to the perception that the examiner is not independent	N/A	

## 2. Checklist

The Directions and documentation	Step done?	Working paper reference
<b>Direction 1: Check whether the charity is eligible to have an independent examination</b>	✓	
Checked the charity audit threshold applying to the accounts to be reviewed	✓	
Checked an audit is not required for any other reason	✓	
Confirmed the charity is eligible for independent examination	✓	
Confirmed the amount of the charity's income to figure shown the accounts (including any branches) and confirmed that income and assets are below the audit threshold or, if applicable, obtained a copy of the letter from the Commission approving an audit dispensation	✓	
If the charity has one or more subsidiaries confirmed that group accounts are not required by law	N/A	
If a charitable company checked that the audit exemption statement has been made		
If applicable, rechecked the threshold calculation during the examination	NA	
If the charity's income is more than £250,000 confirmed that the examiner is a member of one of the listed bodies	N/A	
If applicable, informed the trustees that the charity is not eligible for an independent examination	N/A	
If receipts and payments accounts have been prepared, checked that the charity's gross income is less than £250,000 and that it is not a company	NA	
If receipts and payments accounts have been prepared, check that there is no requirement to prepare accruals accounts in the charity's governing document or for any other reason	N/A	
If applicable, informed the trustees that the charity is not eligible to prepare receipts and payments accounts	N/A	
<b>Direction 2: Check for any conflict of interest that prevents the examiner from carrying out their independent examination</b>	✓	
Confirmed that there are no close personal relationships with the trustees that compromise independence	✓	
Confirmed as having no the day to day involvement in the administration of the charity	✓	
If providing other services to the charity then confirmed that all the criteria in Direction 2 necessary for independence are met	NA	
Identified that there are no circumstances in the examiner's judgment that would reasonably lead to the perception that the examiner is not independent	N/A	

The Directions and documentation	Step done?	Working paper reference
Considered whether sufficiently skilled to carry out the examination and, where required, confirmed membership of a listed body	✓	
If applicable, informed the trustees that you are not eligible to carry out the independent examination	N/A	
<b>Direction 3: Record your independent examination</b>		
File of working papers prepared to document the work undertaken (see the Direction for guidance on key working papers)	✓	
Evidence of appointment on file	✓	
If issued, letter of engagement signed by the trustees on file	✓	
Documentation of steps required by Direction 1 are all done	✓	
Documentation that steps required by Direction 2 are all done	✓	
Analytical review documented	✓	
Areas of concern identified and noted whether these were resolved or if unresolved and significant have included them in the examiner's report	N/A	
Verification and vouching procedures undertaken and any checks made are on file	N/A	
Copy of approved accounts on file	✓	
Copy of trustees' annual report on file	✓	
Copies of information relied upon as part of the examination are on file	✓	
If applicable, copies of written assurances given	N/A	
Recorded the conclusions drawn as an outcome of the independent examination that support the examiner's report are on file	N/A	
Recorded any matters of material significance about which a report must be made direct to the Commission	N/A	
Recorded whether to exercise discretion and report on relevant matters direct to the Commission	N/A	
<b>Direction 4: Plan your independent examination</b>		
Obtained an understanding of the charity's constitution, objectives, organisational structure, the funds managed, its activities and accounting records and systems	✓	
Planned specific examination procedures appropriate to the circumstances of the charity	✓	
Reviewed whether any areas for improvement were advised to the trustees in the previous year's independent examiner's report (or audit report and management letter) and looked to see if any action taken	N/A	
Considered the financial risks identified and, where accruals accounts prepared, considered whether the trustees have evidence that shows that the charity is a going concern	N/A	
Noted any implications for the examiner's report and for separate reporting to the Commission	N/A	



The Directions and documentation	Step done?	Working paper reference
<b>Direction 5: Check that accounting records are kept to the required standard</b>		
Checked that accounting records have been kept are complete and considered if they have been kept to the required standard	✓	
Asked the trustees about how they ensure the accounting records are complete	✓	
If corrections made or records created during the examination, the trustee approval for these has been sought and obtained	NA	
Asked the trustees if they carried out a review of the charity's internal financial controls in the year reported	NA	
Noted any implications for the examiner's report and for separate reporting to the Commission	NA	
<b>Direction 6: Check that the accounts are consistent with the accounting records</b>		
Compared the accounts with the underlying accounting records	✓	
Checked some entries from the listing of transactions of income and expenditure to vouchers such as invoices, bank statements, and receipts.	✓	
If applicable, confirmed that the trustees have taken the necessary steps to ensure that restricted or endowed funds are correctly reported in the accounts	✓	
If additional checks were necessary, the evidence was found that showed the accounting record was complete, voucher present, and both supported the entry in the accounts	✓	
<b>Direction 7: If the accounts are prepared on an accruals basis and one or more related party transactions took place the examiner must check if these were properly disclosed in the notes to the accounts</b>	NA	
Checked that the disclosures required by the SORP have been made and are complete	NA	
Considered whether there are any implications for the examiner's report and reporting to the Commission	NA	
If receipts and payments accounts prepared and a related party transaction note was provided, then checked the note for any implications for the examiner's report	NA	
<b>Direction 8: Check the reasonableness of the significant estimates and judgments and accounting policies used in accounting for the types of fund held and in the preparation of the accounts</b>		
Checked with the trustees that the separate funds of the charity have been correctly accounted for and reported correctly in the accounts	✓	
Checked the reasonableness of any significant estimates or judgments that have been made in preparing the accounts	NA	

The Directions and documentation	Step done?	Working paper reference
Where accruals accounts are prepared, checked that the accounting policies adopted are consistent with the SORP and are appropriate to the activities of the charity	✓	
Where accruals accounts are prepared, checked that the accounts were prepared on a going concern basis	N/A	
Noted any implications for the examiner's report and for separate reporting to the Commission	N/A	
<b>Direction 9: The examiner must check whether the trustees have considered the financial circumstances of the charity at the end of the reporting period and, if the accounts are prepared on an accruals basis, check whether the trustees have made an assessment of the charity's position as a going concern when approving the accounts</b>		
Asked the trustees whether they expect the charity to be able to settle outstanding invoices, bills and commitments as and when they fall due	✓	
Asked the trustees about the reserves policy and the adequacy of the level of reserves held	✓	
Where accruals accounts are prepared, checked that the trustees' have made an assessment of going concern and that their assessment is reasonable given the information available	N/A	
Where accruals accounts are prepared, checked that the SORP's disclosures about going concern have been made	N/A	
Noted any implications for the examiner's report and for separate reporting to the Commission	N/A	
<b>Direction 10: Check the form and content of the accounts</b>		
Where receipts and payments accounts have been prepared, checked that the charity can lawfully prepare such accounts, that all the accounting statements are present and that the funds of the charity are correctly identified	✓	
Where accruals accounts are prepared, checked that they comply with the SORP and applicable accounting standard	N/A	
If the charity is a company, checked that the accounts also comply with the applicable company law requirements	N/A	
Noted any implications for the examiner's report and for separate reporting to the Commission	N/A	
<b>Direction 11: Identify items from the analytical review of the accounts that need to be followed up for further explanation or evidence</b>		
Carried out an analytical review	✓	

The Directions and documentation	Step done?	Working paper reference
Following the analytical review, selected material items in the accounts for further explanation or supporting evidence	N/A	
If the accounts could be materially misstated, additional checks were undertaken and the examiner is satisfied that the item(s) identified were satisfactorily explained and correctly included in the accounts	N/A	
Noted any implications for the examiner's report and for separate reporting to the Commission	N/A	
<b>Direction 12: Compare the trustees' annual report with the accounts</b>	✓	
Checked that any figure for reserves quoted in the trustees' annual report is not materially inconsistent with the accounts	N/A	
Compared the trustees' annual report with the accounts for any material inconsistency	N/A	
Noted any implications for the examiner's report and for separate reporting to the Commission	N/A	
<b>Direction 13: Write and sign the independent examination report</b>		
Reviewed the conclusions from the independent examination	✓	
Considered whether the examination has identified a matter of concern that should be reported in the examiner's report	✓	
Checked that the examiner's report covers all of the matters required	✓	
If relying on the work of others in undertaking the independent examination, the examiner is fully satisfied with their work and that work has been fully documented	✓	
Signed and dated the examiner's report	✓	
Reported matters of material significance direct to the Commission	N/A	
Exercised discretion and reported relevant matters direct to the Commission	N/A	