

# Ad Duha Foundation CIO

## Trustees' Annual Report

For the year ended 31 August 2024

### 1. Objectives and Activities

The charity's objectives are to promote Islamic education and spiritual development, primarily through maktab classes and community-based educational programmes. The charity also organises events and provides support for personal and community learning.

### 2. Achievements and Performance

During the year, the Foundation served over 250 children in its maktab classes and teenage sessions. With an additional 100+ adults in their adult courses. It expanded its teaching team, and delivered educational events, community initiatives and workshops. Significant improvements were made in the use of digital tools for online and hybrid learning.

### 3. Financial Review

Total income for the year was £217,763, which includes £176,569 from donations and £41,194 in fees from maktab classes. Total expenditure was £110,059. The resulting net surplus for the year was £107,704. The charity remains financially sustainable with sufficient reserves.

### 4. Reserves Policy

The trustees have established a reserves policy to ensure that the charity maintains sufficient funds to manage its ongoing commitments and unforeseen expenditure.

The charity aims to hold free reserves equivalent to at least three months' operating costs, currently estimated at approximately £25,000. This level of reserves is considered adequate to cover essential costs such as rent, utilities, staff costs, and other running expenses in the event of a temporary shortfall in income.

The reserves are intended to provide the charity with financial stability and flexibility, enabling it to continue delivering its charitable activities without interruption.

The trustees review the reserves level annually and may adjust the target amount as necessary based on changes in the charity's activities and financial position.

## 5. Structure, Governance and Management

The charity is governed by a constitution as a Charitable Incorporated Organisation (CIO). The Board of Trustees oversees strategic direction and compliance. Day-to-day operations are managed by staff and volunteers.

## 6. Trustees

The trustees during the year were:

- [Azhar Mohammed, Chair]
- [Sohail Mohammed, Treasurer]
- [Omar Rashid, Secretary]

## 7. Statement of Responsibilities

The trustees are responsible for preparing the annual report and the financial statements in accordance with the Charities Act 2011.

Signed on behalf of the trustees,

[Name of Trustee]      Omar Rashid

Chair of Trustees



Date: [Insert Date]

26/06/25

Azhar Mohammed



26/06/2025

**Ad Duha Foundation CIO - 1180615**  
**Profit and Loss for the year end Aug 2024**

	AUG	AUG
Category	2024 (£)	2023 (£)
<b>Income</b>		
Donations	176569	108633
Fees	41194	37225
<b>Total Income</b>	<b>217763</b>	<b>145858</b>
<b>Expenses</b>		
Advertising	-553	-1384
Broadband	-504	-186
Charges	0	0
Cleaning	-1870	-715
Depreciation	-1192	-511
Donations	-8744	-100
Equipment hire	-454	-299
Event Expenses	-11438	-13187
Insurance	-202	-202
Light and Heat	-8475	-3156
Other Legal and Professional	-131	0
Purchases	0	-4654
Rates	0	-1335
Rent	-33119	-30000
Repairs & Maintenance	-1415	-1351
Software	-2014	-556
Staff Costs	-34576	-21258
Stationery & Printing	-4085	-591
Subscription	-281	-126
Sundry	-7	-390
Telephone	0	-229
Travel	0	-29
Wages	-686	0
Website	-313	-106
<b>Total Expenses</b>	<b>-110059</b>	<b>-80365</b>
<b>Net Surplus</b>	<b>107704</b>	<b>65491</b>

Ad Duha Foundation CIO - 1180615

Statement of Financial Activities (SoFA) for the year end Aug 2024

	Unrestricted Funds (£)	Restricted Funds (£)	Total AUG 2024 (£)
<b>Income</b>			
Donations	176569	0	176569
Maktab Fees	41194	0	41194
<b>Total Income</b>	<b>217763</b>	<b>0</b>	<b>217763</b>
<b>Expenditure</b>			
Charitable Activities (Total Expenses)	110059	0	110059
<b>Total Expenditure</b>	<b>110059</b>	<b>0</b>	<b>110059</b>
<b>Net Income</b>	107704	0	107704
Total Funds Brought Forward	156797	0	156797
Total Funds Carried Forward	<b>264501</b>	0	<b>264501</b>

**Ad Duha Foundartion CIO**  
**Balance Sheet**  
**As at 31 August 2024**

		<b>2024</b>		<b>2023</b>	
		£		£	
<b>Fixed assets</b>	Computers - Additions	1,700		1,700	
	Computers - Depreciation	<u>-1,169</u>		<u>-425</u>	
			531		1,275
	Equipment - Additions	3,175		675	
	Equipment - Depreciation	<u>-635</u>	2,540	<u>-187</u>	488
			3,071		1,763
<b>Debtors</b>	Prepayments	24,813	24,813	0	0
<b>Bank</b>	Current a/c	236,617		138,088	
	Paypal A/c	<u>0</u>		<u>16,946</u>	
		236,617		155,034	
			236,617		155,034
<b>Net assets</b>		<u><b>264,501</b></u>		<u><b>156,797</b></u>	
		£		£	
<b>Charity funds</b>	Surplus Brought Forward	156,797		91,306	
	Net Surplus for the year	107,704		65,491	
			264,501		156,797
<b>Total funds</b>		<u><b>264,501</b></u>		<u><b>156,797</b></u>	

Ad Duha Foundation CIO  
Notes to Accounts  
As at 31 August 2024

Note	Description
1. Accounting Policies	The accounts have been prepared on an accrual basis in accordance with the Charities SORP (FRS 102).
2. Income	Income includes donations and fees received for maktab classes.
3. Expenditure	Expenditure includes teaching costs, rent, utilities, events costs, donations to other charities
4. Staff Costs	The charity employed 1 staff during the year. No pensions or benefits were paid.
5. Trustee Remuneration	No trustee received any remuneration or expenses.
6. Reserves Policy	<p>The trustees have established a reserves policy to ensure that the charity maintains sufficient funds to manage its ongoing commitments and unforeseen expenditure.</p> <p>The charity aims to hold free reserves equivalent to at least three months' operating costs, currently estimated at approximately £25,000. This level of reserves is considered adequate to cover essential costs such as rent, utilities, staff costs, and other running expenses in the event of a temporary shortfall in income.</p> <p>The reserves are intended to provide the charity with financial stability and flexibility, enabling it to continue delivering its charitable activities without interruption.</p> <p>The trustees review the reserves level annually and may adjust the target amount as necessary based on changes in the charity's activities and financial position.</p>



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
AD DUHA FOUNDATION

**On accounts for the year  
ended**

AUGUST 2024

**Charity no  
(if any)**

1180615

**Set out on pages**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/08/2024**

**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").

**Independent  
examiner's statement**

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.

I have completed my examination. I confirm that no material matters have come to my attention 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:** *F. Munshi*

**Date:** 28/06/2025

**Name:** Falaknaaz Munshi T/a FAZ Accountants Ltd

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

ICAEW

**Address:**

Office 208, 69 Steward Street, Birmingham B18 7AF

**Section B**

**Disclosure**

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.**

N/A