

MUSLIM NEIGHBOURS

**TRUSTEES REPORT AND ANNUAL ACCOUNTS
FOR THE PERIOD ENDED 30TH NOVEMBER 2023**

CHARITY NO. 1200965

MUSLIM NEIGHBOURS
TRUSTEES' REPORT AND ANNUAL ACCOUNTS
FOR THE PERIOD ENDED 30TH NOVEMBER 2023

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GENERAL INFORMATION

Name of Charity:

Muslim Neighbours

Address:

29 Livingstone House
Wyndham Road
London SE5 0UZ

Tel:

07957981647

E-mail:

muslim.neighbours2015@gmail.com

Registered Charity No.

1200965

Board of Trustees:

The Trustees of the Charity comprise the Management Committee as from time to time constituted.

Name

Mohammed Jahir Jahangir Ibrahim
Mohammed Mahbubur Rahman
Md Iftakher Hussain

Position

Chair & Trustee
Trustee
Treasurer & Trustee

Banker:

NetWest, Western Avenue, Waterside Court, Chatham
Maritime, Chatham, Kent ME4 4RT

MUSLIM NEIGHBOURS
TRUSTEES' REPORT
PERIOD ENDED 30 NOVEMBER 2023

History, Objectives and Activities of Muslim Neighbours

The Trustees (who are all Trustees as well) of Muslim Neighbours submit their report and annual for the period ended 30th November 2023. Muslim Neighbours was registered with the charity commission as a Charitable Incorporated Organisation (CIO) on 10th November 2022.

The Objectives of Muslim Neighbours are:

1. To advance the religion of Islam primarily, but not exclusively in the UK for the benefit of the public through the holding of lectures, workshop and classes, producing and/or distributing literature to enlighten others about the Islamic religion and making grants to charities or other organizations;
2. To support Muslims in coming together to engage with each other, celebrate their Faith and develop their knowledge and understanding life of Mohammed (SW).
3. To provide opportunity for non-Muslims to learn about Islam and better understand the Muslim community, which will promote inter-faith understanding;

Structure, Governance and Management

Muslim Neighbours is governed by a constitution. It is governed by the regulation set out in the constitution and run by Board of Trustees. The charity's new Board Members are elected at the Annual General Meeting every three years.

The Board of Trustees are normally briefed by the Chair and the Secretary in order to familiarise themselves with the rules, regulations and responsibilities of the charity. The Board of Trustees met 3 times during the year to review the activities of the charity including the approval of the annual report and accounts as well as budgets, capital expenditure and to set out the fund raising date for the charity.

The day to day work of the charity is overseen by the Board of Trustees. The Board of Trustees are aware of the potential risks to the charity, both financial and otherwise. Therefore, strategies are in place to contra/ these risks. The Board of Trustees are seriously looking into other risk areas such as operational, governance and compliance with law and regulations.

Achievements and Performance of Muslim Neighbours:

Board of Trustees:

1. Mohammed Jahir Jahangir Ibrahim - Appointed 10/11/2022
2. Mohammed Mahbubur Rahman - Appointed 10/11/2022
3. Md Iftakher Hussain – Appointed - 10/11/2022

Board of Trustees Meeting

During the year, Muslim Neighbours held three board of trustee's meetings to review organisational progress. Responsibilities included oversight of financial management, strategic planning, and partnership development.

Books and Qur'an distribution:

Total Qur'an distributed- 5,050

Total booklets and literature distributed - 12,400

Financial Review

The financial position of the Charity is portrayed in the accompanying Annual Accounts

Statement of the Trustees' Responsibilities

Law applicable to charities in England & Wales requires the Trustees to prepare financial statement for each financial year, which gives a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing those financial statements, the Trustees are required to:

- Select suitable accounting policies and apply consistently
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping accounting records, which discloses with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the charity act 1993. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Reserve Policy

It is the policy of the charity that unrestricted funds, which have not been designated for a specific use, should be maintained at a level equivalent to at least three-months expenditure.

The Board of Trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. The Muslim Neighbours will actively work to achieve this level of reserves.

Risk Factors

The Trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

The Board of Trustees approved the accounts on 26th September 2024 at the Board of Trustees Meeting and signed on their behalf by:



.....
Mohammed Jahir Jahangir Ibrahim
Chair



.....
Md Iftakher Hussain
Treasurer

Dated: 26th September 2024

MUSLIM NEIGHBOURS
STATEMENT OF FINANCIAL ACTIVITIES
PERIOD ENDED 30 NOVEMBER 2023

	Notes	2023 Unrestr'd Funds £	2023 Restricted Funds £	2023 Total £
Incoming Resources				
Activities to further the Charity's objects	2.1	1,467	-	1,467
Other Incoming Resources	2.2	-	-	-
Total Received		<u>1,467</u>	<u>-</u>	<u>1,467</u>
Resources Expended				
Direct Charitable Expenditure:-				
Costs of activities for charitable objectives	3.1	800	-	800
Support Costs	3.2	-	-	-
Management and Administration	3.3	-	-	-
Total Expenditure		<u>800</u>	<u>-</u>	<u>800</u>
Net Incoming Resources before Transfers		667	-	667
Transfer between funds		-	-	-
Net Incoming Resources for the Year		<u>667</u>	<u>-</u>	<u>667</u>
Fund Balances b/f 10.11.22	8	-	-	-
Fund Balances c/f 30.11.23		<u>667</u>	<u>-</u>	<u>667</u>

The notes on Pages 9 to 13 form part of these accounts.

MUSLIM NEIGHBOURS
BALANCE SHEET AS AT 30 NOVEMBER 2023

	Notes	2023 Unrestr'd Funds £	2023 Restricted Funds £	2023 Total £
Current Assets				
Debtors	5	-	-	-
Cash at Bank and in Hand		667	-	667
		<u>667</u>	<u>-</u>	<u>667</u>
Creditors Amounts falling due within one year	6	-	-	-
		<u>-</u>	<u>-</u>	<u>-</u>
Net Assets	7	<u>667</u>	<u>-</u>	<u>667</u>
Funds				
Restricted Funds		-	-	-
Unrestricted Funds		667	-	667
Total Funds	8	<u>667</u>	<u>-</u>	<u>667</u>

The accounts were approved by the Directors/Trustees on behalf by:-

September 2024, and signed on th



Mohammed Jahir Jahangir Ibrahim
 Director
 Chair



Md Iftakher Hussain
 Director
 Treasurer

The notes on Pages 10 to 14 form part of these accounts.

MUSLIM NEIGHBOURS
NOTES TO THE ACCOUNTS
PERIOD ENDED 30 November 2023

1 Accounting Policies

1.1 Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated

1.2 Statement of compliance

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective January 2015) - (Charities SORP (FRS 102)). They also comply with the Companies Act 2006 also comply with the Companies Act 2006 and Charities Act 2011.

1.3 Basis of Preparation of Accounts

The charity meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost convention or transaction value unless otherwise stated in the relevant Accounting policy notes.

1.4 Going concern

The financial statements have been prepared on a going concern basis. The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees make the assessment in respect of a period of one year from the date of approval of the financial statements.

1.5 Exemption from preparing a cash flow statement

The charity opted to adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

1.2 Fund Accounting

The Charity's general fund consists of funds which the Charity may use for its charitable objects at the discretion of the Trustees. The designated funds are monies set aside out of general funds by the Trustees for specific purposes. The Charity's restricted funds are those where the donor has imposed restrictions on the use of the funds which are legally binding. Details of the funds are given in Note 8.

1.3 Incoming Resources - Donation/grant Receivable

All donations/grants receivable, including grants for the purchase of fixed assets, are credited to the Statement of Financial Activities in the period to which they relate. Donations/Grants representing amounts deferred to future accounting periods as a result of conditions imposed by funder are shown as income, with a corresponding deduction for amounts deferred.

1.4 Expenditure and Liabilities

Generally liabilities are recognised as soon as there is a legal or constructive obligation committing the Charity to the expenditure. Resources expended are allocated to the particular activity where the cost relates directly to that activity. The cost of overall direction and administration on each activity, comprising the salary and overhead costs of the central function, is assigned based on an estimate of staff time attributable to the activity concerned. Management and administration costs comprise expenditure on general and financial administration and compliance with statutory and constitutional requirements.

1.5 Tangible Fixed Assets

At 30 November 2023 the Charity has no material fixed assets which have not been capitalised and included on the Balance Sheet. Items of equipment are capitalised where the purchase price exceeds £500.

MUSLIM NEIGHBOURS
NOTES TO THE ACCOUNTS - Continued
PERIOD ENDED 30 NOVEMBER 2023

		2023 Unrestr'd Funds £	2023 Restricted Funds £	2023 Total £
2	Incoming Resources			
2.1	General fund - Activities to further the Charity's objects			
	Donations	1,467	-	1,467
	Misc - received	-	-	-
	Total Received	<u>1,467</u>	<u>-</u>	<u>1,467</u>
2.2	General Fund - Other Incoming Resources			
	Bank interest received	-	-	-
	Total received	<u>-</u>	<u>-</u>	<u>-</u>
2.2	Total Incoming Resources	<u>1,467</u>	<u>-</u>	<u>1,467</u>

MUSLIM NEIGHBOURS
NOTES TO THE ACCOUNTS - Continued
PERIOD ENDED 30 NOVEMBER 2023

		2023 Unrestr'd Funds £	2023 Restricted Funds £	2023 Total £
3	Resources Expended			
3.1	Costs of Activities for Charitable Objectives			
	Salaries and NIC	-	-	-
	Pension cost	-	-	-
	Books & leaflets	800	-	-
	Stationery, postage and printing	-	-	-
	Total	800	-	800
3.2	Support Costs			
	Subscription	-	-	-
	Insurance	-	-	-
	Rent	-	-	-
	Cleaning	-	-	-
	Repairs and Maintenance	-	-	-
		-	-	-
3.3	Management and Administration of the Charity			
	Administration Salaries	-	-	-
	Publicity, Annual Report & AGM	-	-	-
	Accountancy and Professional Fees	-	-	-
	Misc office cost	-	-	-
	Postage, printing and stationery	-	-	-
	Fund raising cost	-	-	-
	Bank charges	-	-	-
		-	-	-

MUSLIM NEIGHBOURS
NOTES TO THE ACCOUNTS - Continued
PERIOD ENDED 30 NOVEMBER 2023

4	Staff Costs			2023 £
	Staff costs were as follows:-			
	Wages and Salaries			-
	Employers NI contributions			-
				-
	The average weekly number of staff employed by the Charity during the year was:-			
	Direct Charitable Workers			
	Administration			
	No employee earned in excess of £ 50,000 in the year and no remuneration was paid to trustees in the year.			
5	Debtors: due within one year			2023 £
	Prepayments			-
	Other debtors			-
	Accrued Income			-
				-
6	Creditors: amounts falling due within one year			2023 £
		£		£
	Deferred Income (Grants):-			-
	Accruals		-	-
	PAYE		-	-
	Other creditors: Others		-	-
				-
				-
7	Analysis of Net Assets between funds	General Funds £	Restricted Funds £	Total Funds £
	Current Assets	667	-	667
	Current Liabilities	-	-	-
		667	-	667

MUSLIM NEIGHBOURS
NOTES TO THE ACCOUNTS - Continued
PERIOD ENDED 30 NOVEMBER 2023

8 Movements in Funds

	At 10 November 2022 £	Incoming Resources £	Outgoing Resources £	Transfers £	At 30 November 2023 £
Restricted Funds:-					
	-	-	-	-	-
Total Restricted Funds	-	-	-	-	-
Unrestricted Funds:-					
General Funds	-	1,467	800	-	667
Total Unrestricted Funds	-	1,467	800	-	667
Total Funds	-	1,467	800	-	667