

# BARKING & DAGENHAM MUSLIM ASSOCIATION

Annual Report for 2023-2024 Session

BDMA

Email: [BD.MuslimAssociation@gmail.com](mailto:BD.MuslimAssociation@gmail.com)

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# **Trustees' Report**

**FOR THE YEAR ENDED 31 OCTOBER 2024**



Full name:

**Barking and Dagenham Muslim Association (BDMA)**

Registered charity number: **1201033**

**Trustees and Role (Board of Management):**

Mr. Atiqur Rahman	Chairperson
Mr. Shabbir Ahmad Kawsar	General Secretary
Mr. Syed Shahjahan Kadir	Treasurer
Mr. Abdul Habiz	Vice Chairperson
Mr Kazi M Aminul Islam	Fundraising & Event Lead

Members:

**17 (including trustees as at 31 October 2024)**

Bankers:

**Barclays Bank Plc, Leicester, LE87 2BB**

## **Annual Report for the period 1 November 2023 to 31 October 2024**

### **1. Introduction**

By the grace and mercy of Allah (SWT), BDMA has continued to serve the community with dedication, unity, and purpose. Supported by a committed team of volunteers, we have worked diligently to uphold and advance our objectives for the benefit of all. Despite the challenges faced during the 2023–2024 organisational year, our resolve remained strong, turning difficulties into opportunities for growth and service. This report highlights our achievements and milestones throughout the year, reflecting the collective effort and spirit of our community.

### **2. Aim and Objectives**

The objects of the Barking and Dagenham Muslim Association (BDMA) are to advance the Islamic religion for the public benefit by holding prayer meetings, education and training and the celebration of religious festivals.

### **3. Governance and management**

The Barking and Dagenham Muslim Association (BDMA) is a Charitable Incorporated Organisation (CIO), registered in November 2022. It is governed by an elected Board of Management, responsible for overseeing the Trust's finances and properties. The names and roles of the Board members are listed above.



## **4. BDMA Governance matters**

**4.1.** An Extraordinary General Meeting (EGM) was held on 13 November 2023 to approve the election policy in preparation for the Election AGM. Other important matters included establishing a committee to explore the potential opportunity of running a local Friday Prayer Service.

**4.2.** The Election AGM was held on 9 December 2023 at 28 The Drive (BDMA's official correspondence address).

**4.3.** BDMA Executive Committee, Board of Trustees, and General Meetings were convened as required to review and interpret the governing documents, and to agree, plan, and implement various activities in support of the CIO's objectives.

**4.4.** BDMA has 17 official members, including 5 elected Executive Committee members / Trustees.

**4.5.** During the session, BDMA was blessed with a strong number of volunteers and regular donors, who served selflessly to deliver services for the benefit of the public.

**4.6.** BDMA manages a Facebook page and a WhatsApp group for regular service users, providing updates on services and activities. Some former members took control of BDMA's official WhatsApp group, which had been used to share regular prayer timetables. Despite leadership's efforts to resolve the matter, the issue remained unresolved, leading to the creation of an alternative WhatsApp group.

**4.7.** In addition to the BDMA CIO Constitution, the organisation maintains the following policy documents:

4.7.1. Safeguarding Policy

4.7.2. Membership Policy

4.7.3. Executive Committee Roles

4.7.4. Electoral Procedure

## **5. BDMA Activities**

### **5.1. *Daily Prayer Facilities for the Public and Members***

**5.1.1** For the past 6.5 years, BDMA has provided and arranged daily prayer services at 5 Edgefield Court with the support of dedicated volunteers and honorary Imams, including Mr. Kawsar, Mr. Shahid, Mr. Ahmed, Mr. Chowdhury, and others.

**5.1.2** As of 15 August 2024, the leaseholder, Mr. M. S. Khan, decided not to rent the property to BDMA. Despite leadership's best efforts to maintain the service, it was not possible to continue.



**5.1.3** The closure or reduction of local prayer facilities has caused difficulties and hardship for the local community. Many residents now travel to other locations for prayer, which has weakened community bonds as neighbours no longer have a shared local space to meet and pray together.

**5.1.4** BDMA remains committed to seeking opportunities to re-establish prayer facilities for the local community in the future.

## **5.2. *Qur'an Learning Lessons***

**5.2.1** Weekly Qur'an lessons for adults are held every Tuesday, delivered voluntarily by two qualified teachers, Mr. F. Ahmed and Mr. A. Hussain. Despite current accommodation challenges, this service continues to be provided at an alternative location.

## **5.3. *General Public Events***

**5.3.1** On 13 January 2024, BDMA organised a public event at Nekh. Short talks on *New Year's Resolutions* were delivered by Imam Yusuf Kawsar and Sheikh Zillani Miah. The event also recognised exemplary volunteers, including M. A. Shahid, A. Hamid, and Yusuf Kawsar, as well as Ustadh Altaf Hussain and Ustadh Fuad Ahmed.

**5.3.2** On 5 June 2024, BDMA hosted an event at Nekh Centre on *Lessons from Hajj*, presented by Maulana M. A. Raqib. A special *Dua* was made for the mother-in-law of Brothers Zoinul and Ali.

**5.3.3** On 23 August 2024, BDMA organised a public talk at HCC on *Lessons from the Life of Prophet Yusuf (AS)*, delivered by Sheikh Ibrahim Khan.

## **5.4. *Ramadan Events***

**5.4.1** A Ramadan Iftar event was held at HCC, attended by 120 guests.

## **5.5. *Eid Events***

**5.5.1** The Eid-ul-Fitr 2024 celebration was organised in partnership with LBCA and BCF at Barking Abbey School.

**5.5.2** The Eid-ul-Adha 2024 celebration was organised in partnership with LBCA and BCF at Mayesbrook Park.

## **6. *Partnership works***

**6.1.** BDMA has established a partnership with the Interfaith Group of Barking & Dagenham Council.



**6.2.** BDMA has collaborated with various local mosques and community organisations, including the Barking Community Forum (BCF), Hedgecock Community Centre (HCC), Longbridge Bangladeshi Community Association (LBCA), Leftley Sports Club (LSC), and Darul Ummah Goresbrook (DUG – House of the Community).

**6.3.** BDMA has met with the Council Leader and senior officers to discuss a potential joint venture to develop a Community Hub with integrated prayer facilities. The organisation will continue to actively explore this project.

## **7. Financial Report (Treasurer's report)**

**7.1** Full annual account for the period is set out on pages 10 to 13, below is a summarised position as at 31 October 2024:

	<b>As at 31 October 2024</b>
Total Income	<b>£ 21,883.37</b>
Total Expenditure	<b>(£20,029.82)</b>
Surplus	<b>£ 1,853.55</b>
Balance B/F	<b>£ 7,319.14</b>
Balance C/F	<b>£ 9,172.69</b>

- The main expenditure was rental costs associated with providing daily prayer facilities.
- BDMA events also incurred expenses; however, these were covered through public donations.
- All BDMA services were delivered by volunteers, with no paid staff.
- BDMA received regular monthly donations, both online and in cash, from members and the wider public.

## **8. Moving forward:**

**8.1** Building on its proven track record, BDMA aims to expand its services in partnership with the local community and government representatives.

**8.2** Future priorities include recruiting additional volunteers and members to enhance and broaden community initiatives.

**8.3** BDMA is working with local authorities and community organisations to expand both prayer and general services for the local community, including the arrangement of Friday prayers.




## **9. The charity's policy on reserves**

9.1 The policy is to review working capital on a regular basis to ensure that it has sufficient funds and take necessary action if required.

## **10. Public Benefit Statement**

10.1 The trustees have complied with their duty to have due regard to the guidance on public benefit published by the Commission in exercising their power or duties.

Signed on behalf of the charity's trustees:

Signed  Date: 13 August 2025

Name: Atiqur Rahman (Chair)





## **Independent Examiner's Report**





## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

Report to the trustees/ members of **Barking and Dagenham Muslim Association (BDMA)**

On accounts for the year ended **31-Oct-24**

Charity no (if any) **1201033**

Set out on pages **9 to 11**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

#### Respective responsibilities of trustees and examiner

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention

#### Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

In connection with my examination, no matter has come to my attention:

#### Independent examiner's statement

1. which gives me reasonable cause to believe that in, any material respect, the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Date:

13/08/2025

Name: **Salik Zahid**

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

**Chartered Institute of Public Finance & Accountancy (CIPFA)  
Membership no 23915**

Address:

**SZ Accounting & Tax Services Limited  
12 Morris Street  
E1 2NP**

### Section B

### Disclosure

Only complete if the examiner needs to highlight material problems.

Give here brief details of any items that the examiner wishes to disclose.

None





## **Receipts and payments accounts**





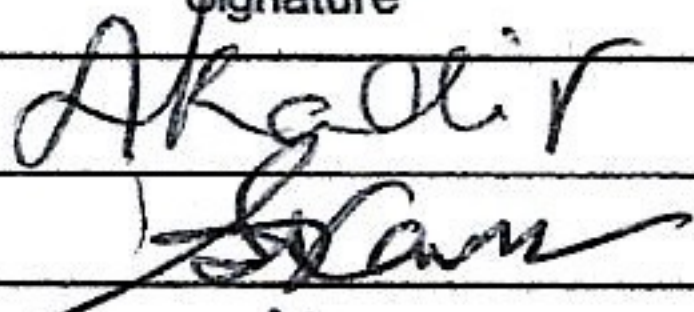
Barking and Dagenham Muslim Association (BDMA)				
<b>Receipts and payments accounts</b>				
For the period from	Period start date	To	Period end date	
	01/11/2023		31/10/2024	

## 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>					
Online Donation	3,299	-	-	3,299	3,458
Event Collections	16,719	-	-	16,719	10,838
Other Income	1,865	-	-	1,865	3,845
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>21,883</b>	<b>-</b>	<b>-</b>	<b>21,883</b>	<b>18,140</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>21,883</b>	<b>-</b>	<b>-</b>	<b>21,883</b>	<b>18,140</b>
<b>A3 Payments</b>					
Accountant Fee	-	-	-	-	-
Equipment and Supplies	-	-	-	-	-
Other Staff Costs	-	-	-	-	-
Event Expenses	15,030	-	-	15,030	9,900
Refreshment	-	-	-	-	-
Salary	-	-	-	-	-
Insurance	-	-	-	-	-
Rent	5,000	-	-	5,000	4,800
	-	-	-	-	-
<b>Sub total</b>	<b>20,030</b>	<b>-</b>	<b>-</b>	<b>20,030</b>	<b>14,700</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>20,030</b>	<b>-</b>	<b>-</b>	<b>20,030</b>	<b>14,700</b>
<b>Net of receipts/(payments)</b>	<b>1,854</b>	<b>0</b>	<b>0</b>	<b>1,854</b>	<b>3,440</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	7,319	-	-	7,319	3,879
<b>Cash funds this year end</b>	<b>9,172</b>	<b>-</b>	<b>-</b>	<b>9,172</b>	<b>7,319</b>



## 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>	Donations	9,172	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	9,172	-	-
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	None	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	None		-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Any equipments		-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	None		-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name	Date of approval
			SH S KADIR SHABIR KAUSAR	13/08/2025 13/08/2025



## **Notes to the accounts**

### **1. Receipts & payments accounts**

Receipts and payments accounts are statements that summarise the movement of cash into and out of the organisation during the financial year. In this context “cash” includes cash equivalents, for example, bank accounts where cash can be readily withdrawn to pay for debts as they become due.

### **2. Grants & Donations**

The trust received no grant funding from any government or public sector bodies, and all receipts has been through donations.

### **3. Committee members’ remuneration**

During this period, a total of £0 was reimbursed to a committee member for travel expenses incurred.

### **4. Related party transactions**

There has been no related party transaction during this financial period.

**Report Ends**