

APPENDIX 1



Office of the Scottish Charity Regulator

Trustees' Annual Report for the period							
Period start date				Period end date			
	Day	Month	Year		Day	Month	Year
From	26	09	2024	To	25	09	2025

Reference and administration details

Charity name	Fife Muslim Educational and Cultural Centre
Other names charity is known by	
Registered charity number	SC043435
Charity's principal address	Huntsman House
	33 Cadham Centre
	Glenrothes
	Fife
	Postcode KY7 6RU

Names of the charity trustees on date of approval of Trustees' Annual Report

Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Convener		
2	Treasurer		
3	Vice Treasurer		
4	Secretary		
5	Vice Secretary		
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			

Reference and administration details

Names of all other charity trustees during the period, if any, (for example, those who resigned part way through the financial period)

Name	Dates acted if not for whole year

Structure, governance and management

Type of governing document

Fife Muslim Educational and Cultural Centre is constituted as a charity with the Scottish Charities Regulator from September 2012 under charity number SC043435. It is governed by a Memorandum of Association.

Trustee recruitment and appointment

The existing charity trustees are responsible for the recruitment of new trustees but in doing so the trustees seek the views and recommendations of both the elders and the community leaders. The trustees believe this approach ensures that new trustees are respected members of the faith and local communities and ensures that good relations are fostered between the Mosque and the people of the community it serves.

Objectives and activities

Charitable purposes

The charitable purpose is to provide a facility where Muslims can worship and to provide a community facility for all the inhabitants of Cadham. Our long term ambition is to build the confidence of local Muslims in their faith and through our community facilities and activities help make our area a peaceful, vibrant and harmonious community.

Summary of the main activities in relation to these objects

The charity carries out a wide range of activities in pursuance of its charitable aims. The trustees consider that these activities provide benefit both to those who worship at our Mosque and the wider community.
 Prayers: The Mosque is open all day for daily and Friday prayers.
 Hifz classes: Memorisation of the Qur'an is considered an important element of religious education and training. We continue to provide this facility for the young people in the Mosque.
 Zakat: It is part of our faith that all who are able should offer zakat. Zakat is collected in proportion to a person's means and is the giving of money for a number of specific purposes, including to help others in need.

APPENDIX 1

Achievements and performance

Summary of the main achievements of the charity during the financial period

Festivals: The Mosque prepares food during Ramadan for those attending the Mosque who wish to break-fast together. Eid was also celebrated at the Mosque We celebrate monthly throughout the year with family days and communal meals

Islamic awareness: Events for Non Muslims

Inter-faith dialogue: Events where we promote inter-faith dialogue and social cohesion.

Hall and rooms: Available for use by local groups and organisations.

Financial review

Brief statement of the charity's policy on reserves

Details of any deficit

Donated facilities and services (if any)

APPENDIX 1**Other optional information****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)		
Position (e.g. Chair)		
Date		

Receipts and payments accounts

For the period from	Period start date			to	Period end date		
	Day	Month	Year		Day	Month	Year
	26	September	2024		25	September	2025

Section A Statement of receipts and payments

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total funds current period to nearest £	Total funds last period to nearest £
A1 Receipts						
Donations	71,545				71,545	58,707
Legacies					-	
Grants					-	
Receipts from fundraising activities					-	
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
					-	
A1 Sub total	71,545	-	-	-	71,545	58,707
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
A2 Sub total	-	-	-	-	-	-
Total receipts	71,545	-	-	-	71,545	58,707
A3 Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	41,313				41,313	47,806
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts	640				640	400
Legal costs					-	
Other					-	
					-	
A3 Sub total	41,953	-	-	-	41,953	48,206
A4 Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
A4 Sub total	-	-	-	-	-	-
Total payments	41,953	-	-	-	41,953	48,206
Net receipts / (payments)	29,592	-	-	-	29,592	10,501
A5 Transfers to / (from) funds						
					-	
Surplus / (deficit) for year	29,592	-	-	-	29,592	10,501

Section B Statement of balances

Categories	Details	Unrestricted funds	Restricted funds	Expendable endowment funds	Permanent endowment funds	Total current period	Total last period
		to nearest £	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £
B1 Cash funds	Cash and bank balances at start of year	54,019				54,019	43,518
	Surplus / (deficit) shown on receipts and payments account	29,592				29,592	10,501
						-	
						-	
	Cash and bank balances at end of year	83,611	-	-	-	83,611	54,019
	(Agree balances with receipts and payments account(s))	-	-	-	-	-	-

Categories	Details	Fund to which asset belongs	Market valuation	Last year
			to nearest £	to nearest £
B2 Investments				
		Total	-	-

Categories	Details	Fund to which asset belongs	Cost (if available)	Current value (if available)	Last year
			to nearest £	to nearest £	to nearest £
B3 Other assets	Premises Huntsman House	Unrestricted	108,000		108,000
		Total	108,000	-	108,000

Categories	Details	Fund to which liability relates	Amount due	Last year
			to nearest £	to nearest £
B4 Liabilities				
		Total	-	-

Categories	Details	Fund to which liability relates	Amount due (estimate)	Last year
			to nearest £	to nearest £
B5 Contingent liabilities				
		Total	-	-

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

Signature

Print Name

Date of approval

Section C Notes to the Accounts

C1 Nature and purpose of funds (may be stated on analysis of funds worksheets)

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C2 Grants

Type of activity or project supported	Individual / institution	Number of grants made	£
Total			-

C3a Trustee remuneration

If no remuneration was paid during the period to any charity trustee or person connected to a trustee cross this box (otherwise complete section 3b)	
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C3b Trustee remuneration - details

Authority under which paid	£
Imams wages	18,644

C4a Trustee expenses

If no expenses were paid to any charity trustee during the period then cross this box (otherwise complete section 4b)	
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C4b Trustee expenses - details

	Number of trustees	£

C5 Transactions with trustees and connected persons

Nature of relationship	Nature of transaction	Transaction amount (£)	Balance outstanding at period end (£)

C6 Other information

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Independent Examiner's Report For the Year Ended 25 September 2025

Independent Examiner's Report to the Trustees of

Fife Muslim Educational & Cultural Centre

I report on the financial statements of the charity for the year ended 25 September 2025, which are set out on this page.

Respective responsibilities of Trustees and Examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 ("the 2005 Act") and the Charities Accounts (Scotland) Regulations 2006 (as amended) ("the 2006 Regulations"). The charity's trustees consider that the audit requirement of Regulation 10(1)(d) of the 2006 Regulations does not apply.

It is my responsibility to examine the accounts as required under section (44)(1)(c) of the 2005 Act and to state whether any particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination is carried out in accordance with Regulation 11 of the 2006 Regulations. 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 seeks 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, I do not express an audit opinion on the view given by the accounts.

Independent Examiner's Statement

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

- 1 which gives me reasonable cause to believe that, in any material respect, the requirements:-
- to keep accounting records in accordance with section 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Regulations, and
 - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Regulations 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.

