

African Muslim Forum (SC051507)

Trustee Annual Report

Covering 01/Feb/2023 to 31/01/2024

Introduction:

We are pleased to present the Trustee Annual Report for African Muslim Forum for the financial year ending 31st January 2024. This report aims to provide a comprehensive overview of our activities, achievements, and financial performance during this period. As a registered charity in Scotland, we remain committed to our mission and to serving the community we operate in.

Charity Overview:

African Muslim Forum is dedicated to its charitable purposes of advancement of education, advancement of religion, advancement of citizenship or community development, and the promotion of equality and diversity. The organisation's objectives are to advance education of the Islamic religion, the advancement of citizenship or community development and promoting equality and diversity by; 1. Providing Islamic education and enlightenment of members towards peaceful coexistence within the community 2. Organising lectures and symposium on Islam 3. Organising various events and outdoor picnics open to everyone irrespective of their background or belief. 4. Provision of support or relief items for people in need 5. Provision of help with English language within the community 6. Enlighten members of the community on health and social policies and how it affects them.

Throughout the year, we have worked diligently to fulfil our mission by;

Organising Quran learning for young and old through the Zoom meeting platform. The Quran learning class is being coordinated by volunteers who are knowledgeable in Quran and Islamic studies. Weekly (Sunday's meetings) Usrah where all members of the community come together to associate, worship and are socially engaged. During the report period, 3 major picnics have been organised with an average of 90 people attending in different locations around Scotland (Blair Drummond Park, Ayr Beach, Glasgow Botanical Garden). We partnered with Celtic Football Club on food pack distribution projects, we directly provided food packs to ease the food inflation pressure that is ravaging our community We aim to make a positive difference in the lives of individuals and the wider community.

Trustee Board:

Our Trustee Board plays a crucial role in the governance and strategic direction of the charity. We are grateful for the dedication, expertise, and diverse backgrounds our trustees bring to the table. During the financial year, our Board met every Sunday of the week to discuss important matters, review progress, and make informed decisions.

Key Achievements

We are proud to share some of our key achievements during the year:

1. Continuation of Quran learning for children and adults. We now have over 50 students benefiting from learning free of charge.
2. Organised many events within and outside our community, our most recent picnic event at Ayr Beach was well attended by over 185 people (children and adults).
4. We now have over 200 people as registered member of our organisation
5. We regularly meet for weekly congregation through zoom and sometimes in a rented hall and at members' private events.

Impact and Beneficiaries:

Our primary focus is to improve the teaching and knowledge of Islam as well as improving the lives of our community and beneficiaries. Throughout the year, we have made a significant impact by directly distributing food packs and relief items to the needy, promoting happiness and inclusiveness through picnic and religious gathering. We have been able to partner with other charities to reach out to the people. By closely monitoring and evaluating our programs, we ensure that our efforts are directed towards maximising the benefits for those we serve.

Financial Performance

Financial stability is essential for the sustainability of our charity's operations. We are pleased to report that, during the financial year, we maintained sound financial management and exercised prudence in our expenditure. The highlights of our financial performance include:

Total income

1a. Event based donations by members. £2294

1b. £5,250 (Corra Foundation) Hardship funds

1. We currently pay, £15.59 monthly subscription on Zoom.
2. Website hosting £30 every year.
3. The breakdown of how the £5250 Corra hardship fund was spent.
 - 3a. £3200 was spend on food and vouchers etc.
 - 3b. £2050 was spent on cash distribution (£50 for single peoples and £100 for families)
5. Investment strategy: We are deliberating on launching endowment funds towards buying a building that will serve the purpose of religious and community centre.

Fundraising activities

We currently don't have any structured fund-raising activities, we depend on, on the spot donation for all our events; that is, once we announce our events, members donate towards executing the event and the money is used in hosting the event.

Expenditure

1. We currently pay £15.59 monthly subscription on Zoom.
2. Website hosting £30 every year.
3. An average of £220 to £270 for hall rent (depend on usage in a month).
5. Investment strategy: We are deliberating on launching endowment funds towards buying a building that will serve the purpose of a religious and community centre.

Governance and Risk Management

Our commitment to effective governance and risk management remains a top priority. We have taken the following steps during the year to ensure transparency, accountability, and risk mitigation:

1. Compliance: We take hygiene seriously and we comply with food safety at community or charity events by following best practices.

2. Policies and procedures: we follow best practices for managing food safety such as washing of hands and using disinfectants, packing of the food in a clean environment and using clean bags or containers. The food packs are picked up or delivered in a safe manner.

3. Internal controls: we used halls that have safety measures and necessary insurance in place for all our indoor activities. Our outdoor activities are duly supervised with dedicated and volunteer members to ensure everyone is well looked after, pickup and drop at a safe location for onward journey back to their homes.

4. members are brief on the money release for every event and how it is spent at the end of every event.

Challenges and Future Outlook:

While we are happy with our progress, we also recognize the challenges we face as an organisation. Some of the key challenges we face are lack of building to accommodate our religious and charity activities (we currently depend on renting hall space). Lack of reliable source of funding (current source of funding base on voluntary donation and member contribution towards events). However, we remain committed to overcoming these hurdles and seizing new opportunities to further our impact.

Going forward we plan to launch a funding appeal towards getting a building that will serve as our centre (religious and charitable activities).

Conclusion

We extend our deepest gratitude to our dedicated members, volunteers, donors, and supporters whose unwavering efforts have greatly shaped our organisation.

The Board of Trustee Names

1.

2.

3.

4.



Signed:



Board of Trustee Secretary

APPENDIX 3



		Independent examiner's report on the accounts						v2
Report to the trustees/members of	Charity name	African Muslim Forum						
	Registered charity number	SC051507						
	On the accounts of the charity for the period	Period start date				Period end date		
		Day	Month	Year		Day	Month	Year
	01	02	2023	to	31	01	2024	
Set out on pages							(remember to include the page numbers of additional sheets)	
Respective responsibilities of trustees and examiner	<p>The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) 2005 Act and the Charities Accounts (Scotland) Regulations 2006 (as amended). The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.</p>							
Basis of independent examiner's statement	<p>My examination is carried out in accordance with Regulation 11 of the 2006 Accounts 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.</p>							
Independent examiner's statement	<p>In the course of my examination, no matter has come to my attention [other than that disclosed on the attached page*]</p> <ol style="list-style-type: none"> which gives me reasonable cause to believe that in any material respect the requirements: <ul style="list-style-type: none"> to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations <p>have not been met, or</p> to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached. 							
Signed:					Date:	17/10/2024		
Name:								
Relevant professional qualification(s) or body (if any):								
Address:								

*Please delete the words in the brackets if they do not apply. If the words do apply, set out those matters which have come to your attention on the following page.

APPENDIX 3

Disclosure section

Only complete if the examiner needs to highlight material problems.

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

N/A

Section B Statement of balances

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
B1 Cash funds	Cash and bank balances at start of year	340				340	
	Surplus / (deficit) shown on receipts and payments account					-	
						-	
						-	
	Cash and bank balances at end of year	340	-	-	-	340	-
	(Agree balances with receipts and payments account(s))	- 340	-	-	-	- 340	-

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

	Details	Fund to which asset belongs	Cost (if available) to nearest £	Current value (if available) to nearest £	Last year to nearest £
B3 Other assets					
		Total	-	-	-

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

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

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

Signature

Print Name

Date of
approval

			17/10/2024
			17/10/2024

SC



Receipts and payments accounts							
For the period from	Period start date			to	Period end date		
	01	02	2023		31	01	2024

Section A Statement of receipts and payments

	Unrestricted funds	Restricted funds	Expendable endowment funds	Permanent endowment funds	Total funds current period	Total funds last period
	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £
A1 Receipts						
Donations	£2,294				2,294	
Legacies					-	
Grants	5,250				5,250	
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	7,544	-	-	-	7,544	-
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
A2 Sub total	-	-	-	-	-	-
Total receipts	7,544	-	-	-	7,544	-
A3 Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	£6,993.73				6,994	
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts	210				210	
Legal costs					-	
Other					-	
					-	
A3 Sub total	7,204	-	-	-	7,204	-
A4 Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
A4 Sub total	-	-	-	-	-	-
Total payments	7,204	-	-	-	7,204	-
Net receipts / (payments)	340	-	-	-	340	-
A5 Transfers to / (from) funds						
					-	
Surplus / (deficit) for year	340	-	-	-	340	-

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	£

C4a Trustee expenses

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

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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Additional analysis (1)

Analysis of receipts and payments

1 Donations

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
					-	
					-	
					-	
					-	
Total	-	-	-	-	-	-
	reference	-	-	-	reference	-

2 Grants

	Unrestricted funds to nearest £	Restricted funds to nearest £			Total current period to nearest £	Total last period to nearest £
					-	
					-	
					-	
					-	
Total	-	-			-	-
	reference	-			reference	-

3 Gross receipts from other charitable activities

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
					-	
					-	
					-	
					-	
					-	
					-	
					-	
Total	-	-	-	-	-	-
	-	-	-	-	-	-

4 Payments relating directly to charitable activities

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
					-	
					-	
					-	
					-	
					-	
					-	
					-	
					-	
Total	-	-	-	-	-	-
	reference error	-	-	-	reference error	-

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Additional analysis (2)**5 Breakdown of unrestricted funds**

	Unrestricted fund 1 - enter name of fund below	Unrestricted fund 2 - enter name of fund below	Unrestricted fund 3 - enter name of fund below	Unrestricted fund 4 - enter name of fund below	Total unrestricted funds	Total unrestricted funds last period
Receipts						
Donations					-	
Legacies					-	
Grants					-	
Receipts from fundraising activities					-	
Gross trading receipts					-	
buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
Sub total	-	-	-	-	-	-
					cross ref error	
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
Sub total	-	-	-	-	-	-
Total receipts	-	-	-	-	-	-
					cross ref error	
Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities					-	
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
					-	
Sub total	-	-	-	-	-	-
					cross ref error	
Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
Sub total	-	-	-	-	-	-
Total payments	-	-	-	-	-	-
					cross ref error	
Net receipts / (payments)	-	-	-	-	-	-
Transfers to / (from) funds					-	
Surplus / (deficit) for year	-	-	-	-	-	-
					cross ref error	
Nature and purpose of funds						

- SC

Additional analysis (3)**6 Breakdown of restricted funds**

	Restricted fund 1 - enter name of fund below	Restricted fund 2 - enter name of fund below	Restricted fund 3 - enter name of fund below	Restricted fund 4 - enter name of fund below	Total restricted funds	Total restricted funds last period
Receipts						
Donations					-	
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					-	
Sub total	-	-	-	-	-	-
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
Sub total	-	-	-	-	-	-
Total receipts	-	-	-	-	-	-
Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities					-	
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
					-	
Sub total	-	-	-	-	-	-
Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
Sub total	-	-	-	-	-	-
Total payments	-	-	-	-	-	-
Net receipts / (payments)	-	-	-	-	-	-
Transfers to / (from) funds					-	
Surplus / (deficit) for year	-	-	-	-	-	-
Nature and purpose of funds						

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	01	02	2023	To	31	01	2024

Reference and administration details

Charity name	African Muslim Forum
Other names charity is known by	
Registered charity number	SC051507
Charity's principal address	3/3
	39 CURLE STREET
	GLASGOW
	Postcode G14 0SB

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			
2			
3			
4			
5			
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

SCVO Model SCIO Constitution (two tier)

Trustee recruitment and appointment

VOLUNTEER MEMBERS

Objectives and activities

Charitable purposes

African Muslim Forum is dedicated to its charitable purposes of advancement of education, advancement of religion, advancement of citizenship or community development, and the promotion of equality and diversity. The organisation's objectives are to advance education of the Islamic religion, the advancement of citizenship or

Summary of the main activities in relation to these objects

~~community development and promoting equality and diversity by:~~
Throughout the year, we have worked diligently to fulfil our mission by;

Organising Quran learning for young and old through the Zoom meeting platform. The Quran learning class is being coordinated by volunteers who are knowledgeable in Quran and Islamic studies. Weekly (Sunday's meetings) Usrah where all members of the

APPENDIX 1

Achievements and performance

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

We are proud to share some of our key achievements during the year:

1. Continuation of Quran learning for children and adults. We now have over 50 students benefiting from learning free of charge.
2. Organised many events within and outside our community, our most recent picnic event at Ayr Beach was well attended by over 185 people (children and adults).
4. We now have over 200 people as registered member of our organisation
5. We regularly meet for weekly congregation through zoom and sometimes in a rented hall and at members' private events.

Financial review

Brief statement of the charity's policy on reserves

Financial stability is essential for the sustainability of our charity's operations. We are pleased to report that, during the financial year, we maintained sound financial management and exercised prudence in our expenditure. The highlights of our financial performance include:

Total income

1a. Event based donations by members.

Details of any deficit

Donated facilities and services (if any)

APPENDIX 1

Other optional information

Impact and Beneficiaries:

Our primary focus is to improve the teaching and knowledge of Islam as well as improving the lives of our community and beneficiaries. Throughout the year, we have made a significant impact by directly distributing food packs and relief items to the needy, promoting happiness and inclusiveness through picnic and religious gathering. We have been able to partner with other charities to reach out to the people. By closely monitoring and evaluating our programs, we ensure that our efforts are directed towards maximising the benefits for those we serve.

Fundraising activities

We currently don't have any structured fund-raising activities, we depend on, on the spot donation for all our events; that is, once we announce our events, members donate towards executing the event and the money is used in hosting the event.


Expenditure

- 1. We currently pay £15.59 monthly subscription on Zoom.
- 2. Website hosting £30 every year.
- 3. An average of £220 to £270 for hall rent (depend on usage in a month).
- 5. Investment strategy: We are deliberating on launching endowment funds towards buying a building that will serve the purpose of a religious and community centre.

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)	Board of Trustee Secretary	
Date	13/10/2024	