

REGISTERED CHARITY NUMBER: 505157

**REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2021
FOR
GURU TEGH BAHADUR GURDWARA**

GURU TEGH BAHADUR GURDWARA
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FOR THE YEAR ENDED 31 DECEMBER 2021

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GURU TEGH BAHADUR GURDWARA
REFERENCE AND ADMINISTRATIVE DETAILS
FOR THE YEAR ENDED 31 DECEMBER 2021

TRUSTEES	Sukhdev Singh Bansal Balwant Singh Johal Gurmail Singh Sadra Raj Manvinder Singh Paramjit Singh Rai Tajinder Kaur Jagdev Mukhtiar Singh Nirmal Singh (resigned 31.10.22)
PRINCIPAL ADDRESS	106 East Park Road Evington Leicester LE5 4QB
REGISTERED CHARITY NUMBER	505157
AUDITORS	Fortus Audit LLP Chartered Accountants & Statutory Auditor 31 High View Close Hamilton Office Park Leicester Leicestershire LE4 9LJ

GURU TEGH BAHADUR GURDWARA
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2021

The trustees present their report with the audited financial statements for the year ended 31 December 2021.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's constitution, the Charities Act 2011 and the Statement of Recommended Practice, "Accounting and Reporting by Charities".

STRUCTURE, GOVERNANCE AND MANAGEMENT

2021 will be remembered for the continued extraordinary challenges posed by the COVID-19 pandemic. As the year comes to close, the impact of the pandemic is still being felt. The Management Committee join me in thanking our members and the Sangat and the local Community for all their support which enable us to serve humanity throughout this difficult period. I would like to thank our staff for their dedication and hard work in rising to the new challenges we have seen.

Constitution

The first constitution was made in 1966 and modified in 1978. It was changed by the Courts in 1996 and then in 2013.

Origins of the Gurdwara

The first Sikh Gurdwara (Guru Nanak Gurdwara) was started in Leicester in 1963. The weekly programme was held at a hired Church Hall on St. Saviours Road, Leicester. As the Sikh population in Leicester grew there became room for another Gurdwara in Leicester. The original site on East Park Road was established in 1978 and became known as Guru Tegh Bahadur Gurdwara. Later the site relocated to 106 East Park Road where it currently operates its services from.

Method of appointment or election of Trustees

The members of the executive committee are appointed at elections, which are held on a Sunday in September every other year. Only members of the Gurdwara may stand for election and each candidate must be nominated and seconded by a member of the Gurdwara.

The membership of the executive committee comprises 13 office bearers and 4 other persons. In addition, the Executive Committee may appoint 4 co-opted members to hold office until the next election.

Due to the lockdown and the COVID-19 pandemic situation and as per the Government instructions and the ban on social gatherings the membership process as outlined above was delayed in the interests of Health and Safety for all. This will be resumed when permitted. The Management Committee continued with regular monthly meetings in line with their duties and good governance.

Organisational structure and decision making

The general management and administration of the charity is the responsibility of the Executive Committee who act as the Trustees of the Gurdwara. The "Holding Trustees" hold the charity's property and/or land in their name but do not take part in the management of the charity. Accordingly all references to the "Trustees" refer to the "Executive Committee".

Risk management

The trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the charity, and are satisfied that systems and procedures are in place to mitigate exposure to the major risks, steps have been taken to further strengthen the procedures.

GURU TEGH BAHADUR GURDWARA
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2021

PRINCIPAL OBJECTIVES AND ACTIVITIES

The charity's objects are to promote the Sikh religion in the city of Leicester by the following means and by such other means as the Trustees shall think fit:

- a) The maintenance of a temple of worship;
- b) The celebration of Sikh religious festivals;
- c) The conduct of baptism, marriage and funeral rites in accordance with the Sikh religious observance;
- d) The establishment of a library containing books in Punjabi and English on Sikh religion, history and culture;
- e) The instruction of children and adults in Sikh religious principles and promoting the application of those principles generally to relationships within and outside the Sikh Community.

The trustees have given consideration to the guidance on public benefit issued by the Charity Commission and consider that the Gurdwara satisfies the requirements of public benefit by the above activities and also through the provision of access to any member of the general public including daily free meals.

ACHIEVEMENTS AND PERFORMANCES

Review of activities

During 2021 the charity has continued to provide the services and facilities required to ensure that the regular worship, wedding ceremonies, Sikh festivals, funeral rites and other needs of the congregation are met. The day to day activities have been planned and executed parallel to the current ambitious maintenance program.

The Mata Gujri Library is situated within the Gurdwara, has adapted its services to accommodate best practice and provided reading material isolation with a door-to-door service where it is requested. The efforts and dedication of Librarian Amritpal and his team is commendable, innovative solutions are continuously sought to engage and promote a love for literature. Library continued to flourish and has become a popular activity.

As per the tradition of every Gurdwara the free kitchen service - langar is provided to all who wish to partake regardless of religion and belief. Under the guidance of appointed Kitchen Secretary, volunteers continued to work tirelessly to ensure food was prepared safely and delivered in a safe manner. The complete build plan new kitchen design are in place and renovation will commence when time permits.

The Panjabi School continues to be a popular service. Training on curriculum changes will continue in due course as and when time permits. Lessons have resumed and risk assessments are in place to manage the transition to post Covid19.

Nagar Kirtan event has still not resumed in 2022 due to risk and additional measures needed in place for health and safety.

Diwali celebrations took place in October 2021. Starting in 1992, there is a special evening religious programme to celebrate the start of the new year on 31st December. Along with Vaisakhi, Diwali, Guru Nanak Dev Ji's Gurburb, Guru Gobind Singh Ji's Gurburb, the programme on the eve of the new year is attended by high numbers of the congregation. COVID regulations were adhered.

The fourth floor continues to remain out of bound to the general public and Sangat, renovations as essential work to fire escapes and other building work will need to be corrected for the safety of the users. This has not been possible due to COVID19 restrictions.

GURU TEGH BAHADUR GURDWARA
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2021

Resolution for weekend car parking issues to improve access to the Gurdwara for Sangat were actively pursued in 2021. The Management Committee has continued to work on resolving the parking issues around the Gurdwara in readiness for when things return to normal. We have continued to prompt council to consider parking restrictions in and around the Gurdwara, the TRO proposal has been put together and consultations with the local community and other stakeholders has also taken place in December 2020. We will see the impact in 2022.

A building improvement strategy in line with LCC building regulations including the top floor in the plan has been pursued and approval given in March 2020 so it can be utilised for Sangat. The building work has been postponed due to COVID19 and funding issues. A loan has been approved to pursue modernisation and maintenance of the premises.

FINANCIAL REVIEW

During the year the Gurdwara received income of £1,019,331 (2020 - £502,483). This was used to meet expenses amounting to £598,546 (2020 -£533,854) resulting in a net surplus of £420,785 (2020 - deficit £31,371).

Reserves policy

The Trustees have examined the requirements for free reserves which are those unrestricted funds not invested in fixed assets or otherwise committed. The Trustees' policy is to maintain adequate reserves for the operational expenditure. This position is to be reviewed now that all outstanding debt is cleared.

FUTURE OBJECTIVES

Fund raising to complete the build project.

Resume normal activities at the Gurdwara and support members and congregation in adjusting to post COVID-19 era.

GURU TEGH BAHADUR GURDWARA
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Changes in the Board of Trustees

As per the Constitution, election took place on 30th September 2018. As a result of these election a new Committee was appointed and their term in office commenced on 6th October 2018. 55 Members of the elected committee have stepped down as they were unable to renew their commitment to their governance roles.

President

Raj Manvinder Singh commenced office 6th October 2018

Vice President

Gurnam Singh commenced office 6th October 2018 stepped down September 2020

General Secretary

Mukhtiar Singh commenced 6th October 2018

Assistant General Secretary

Jasbir Singh Bains commenced 6th October 2018 stepped down September 2021
Satwinder Singh Deol appointed October 2022

Finance Secretary

Paramjit Singh Rai commenced 6th October 2020

Assistant Finance Secretary

Gurdial Singh commenced 6th October 2020 stepped down June 2021
Tarsem Singh Dhadwar commenced October 2021

Stage Secretary

Nirmal Singh commenced 6th October 2020 and resigned October 2022
Harinder Singh commenced October 2022

Assistant Stage Secretary

Harinder Singh resigned October 2022
Palwinder Kaur commenced October 2022

Education Secretary

Jaswinder Singh commenced 6th October 2018 stepped down September 2020
Amerjit Singh Minhas commenced October 2022

Maintenance Secretary

Hardial Singh commenced 6th October 2018 and resigned October 2022
Sukhjinder Singh commenced October 2022

Store and Kitchen Secretary

Satnam Kaur commenced 6th October 2018 and resigned October 2022
Harbans Kaur commenced October 2022

Librarian

Baljit Singh commenced 6th October 2018 and resigned October 2022
Amritpal commenced October 2022

Sports Secretary

Satwinder Singh Deol commenced 6th October 2018 and resigned October 2022
Baljit Singh commenced October 2022

GURU TEGH BAHADUR GURDWARA
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2021

Members

Jabarjung Singh commenced 6th October 2018 stepped down September 2021.

Hardial Singh commenced September 2022

Tajinder Kaur Jagdev commenced 6th October 2018

Sukhjinder Singh commenced 6th October 2018 and resigned October 2022

Kartar Singh commenced September 2022

Gurnek Singh commenced 6th October 2018

Approved by order of the board of trustees on 19 June 2023 and signed on its behalf by:



Raj Manvinder Singh - Trustee

GURU TEGH BAHADUR GURDWARA
TRUSTEES' RESPONSIBILITY STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2021

The trustees are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. 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.

**REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES OF
GURU TEGH BAHADUR GURDWARA**

Opinion

We have audited the financial statements of Guru Tegh Bahadur Gurdwara (the 'charity') for the year ended 31 December 2021 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 December 2021 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Report of the Trustees is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

**REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES OF
GURU TEGH BAHADUR GURDWARA**

Responsibilities of trustees

As explained more fully in the Trustees' Responsibilities Statement, the trustees are responsible for the preparation of the financial statements which give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Our responsibilities for the audit of the financial statements

We have been appointed as auditors under Section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

We obtained an understanding of the legal and regulatory frameworks that are applicable to the charity and determined that the most significant frameworks which are directly relevant to specific assertions in the financial statements are those that relate to the reporting framework.

We understood how the charity is complying with those frameworks by making enquiries of management and those responsible for legal and compliance procedures. We corroborated our enquiries through review of board minutes and discussions with those charged with governance.

We assessed the susceptibility of the charity's financial statements to material misstatement, including how fraud might occur, by discussion with management from various parts of the business to understand where they considered there was a susceptibility to fraud. We considered the procedures and controls that the charity has established to prevent and detect fraud, and how these are monitored by management, and also any enhanced risk factors such as performance targets.

Based on our understanding, we designed our audit procedures to identify any non-compliance with laws and regulations identified in the paragraphs above.

We also performed audit work over the risk of management override of controls, including testing of journal entries and other adjustments for appropriateness, evaluating the business rationale of significant transactions outside the normal course of business and reviewing accounting estimates for bias.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

Other matters - unaudited comparatives

The comparative figures throughout the financial statements are unaudited.

**REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES OF
GURU TEGH BAHADUR GURDWARA**

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Fortus Audit LLP

Fortus Audit LLP
Chartered Accountants & Statutory Auditor
31 High View Close
Hamilton Office Park
Leicester
Leicestershire
LE4 9LJ

Date: *14/7/2023*

GURU TEGH BAHADUR GURDWARA

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2021**

	Notes	Unrestricted fund £	Restricted fund £	2021 Total funds £	2020 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	776,613	183,303	959,916	419,186
Other trading activities	3	-	-	-	765
Other income	4	59,415	-	59,415	82,532
Total		<u>836,028</u>	<u>183,303</u>	<u>1,019,331</u>	<u>502,483</u>
EXPENDITURE ON					
Raising funds	5	36,177	-	36,177	36,957
Charitable activities					
Charitable activities	6	536,023	-	536,023	449,437
Support costs		6,227	-	6,227	41,362
Governance		20,119	-	20,119	6,098
Total		<u>598,546</u>	<u>-</u>	<u>598,546</u>	<u>533,854</u>
NET INCOME/(EXPENDITURE)		237,482	183,303	420,785	(31,371)
RECONCILIATION OF FUNDS					
Total funds brought forward		2,870,459	-	2,870,459	2,901,830
TOTAL FUNDS CARRIED FORWARD		<u>3,107,941</u>	<u>183,303</u>	<u>3,291,244</u>	<u>2,870,459</u>

The notes form part of these financial statements

GURU TEGH BAHADUR GURDWARA

**BALANCE SHEET
31 DECEMBER 2021**

	Notes	2021 £	2020 £
FIXED ASSETS			
Tangible assets	12	2,486,422	2,577,148
CURRENT ASSETS			
Debtors	13	114,833	23,593
Cash at bank and in hand		1,268,399	332,058
		<u>1,383,232</u>	<u>355,651</u>
CREDITORS			
Amounts falling due within one year	14	(99,234)	(12,340)
		<u>1,283,998</u>	<u>343,311</u>
NET CURRENT ASSETS			
		<u>3,770,420</u>	<u>2,920,459</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			
CREDITORS			
Amounts falling due after more than one year	15	(479,176)	(50,000)
		<u>3,291,244</u>	<u>2,870,459</u>
NET ASSETS			
FUNDS	18		
Unrestricted funds		3,107,941	2,870,459
Restricted funds		183,303	-
TOTAL FUNDS		<u>3,291,244</u>	<u>2,870,459</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 19 June 2023 and were signed on its behalf by:



Raj Manvinder Singh - Trustee



Paramjit Singh Rai - Trustee

The notes form part of these financial statements

GURU TEGH BAHADUR GURDWARA
CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2021

Notes	2021 £	2020 £
Cash flows from operating activities		
Cash generated from operations	481,405	132,019
Interest paid	(12,427)	(5,673)
Net cash provided by operating activities	<u>468,978</u>	<u>126,346</u>
Cash flows from investing activities		
Purchase of tangible fixed assets	(3,480)	(63,168)
Net cash used in investing activities	<u>(3,480)</u>	<u>(63,168)</u>
Cash flows from financing activities		
New loans in year	479,980	50,000
Loan repayments in year	(9,137)	-
Net cash provided by financing activities	<u>470,843</u>	<u>50,000</u>
Change in cash and cash equivalents in the reporting period	<u>936,341</u>	<u>113,178</u>
Cash and cash equivalents at the beginning of the reporting period	<u>332,058</u>	<u>218,880</u>
Cash and cash equivalents at the end of the reporting period	<u><u>1,268,399</u></u>	<u><u>332,058</u></u>

The notes form part of these financial statements

GURU TEGH BAHADUR GURDWARA

**NOTES TO THE CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2021**

1. RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES	2021	2020	
	£	£	
Net income/(expenditure) for the reporting period (as per the Statement of Financial Activities)	420,785	(31,371)	
Adjustments for:			
Depreciation charges	94,206	96,900	
Interest paid	12,427	5,673	
(Increase)/decrease in debtors	(91,240)	72,025	
Increase/(decrease) in creditors	45,227	(11,208)	
Net cash provided by operations	<u>481,405</u>	<u>132,019</u>	
2. ANALYSIS OF CHANGES IN NET FUNDS	At 1.1.21	Cash flow	At 31.12.21
	£	£	£
Net cash			
Cash at bank and in hand	332,058	936,341	1,268,399
	<u>332,058</u>	<u>936,341</u>	<u>1,268,399</u>
Debt			
Debts falling due within 1 year	-	(41,667)	(41,667)
Debts falling due after 1 year	(50,000)	(429,176)	(479,176)
	<u>(50,000)</u>	<u>(470,843)</u>	<u>(520,843)</u>
Total	<u>282,058</u>	<u>465,498</u>	<u>747,556</u>

The notes form part of these financial statements

GURU TEGH BAHADUR GURDWARA
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2021

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the Charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

Gift aid

Incoming resources from tax reclaims are included in the Statement of Financial Activities at the same time as the gift to which they relate.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Freehold land & buildings	- Land 0%, buildings 2% on cost
Fixtures and fittings	- 10% on cost
Motor vehicles	- 15% on cost
Solar panels	- 4% on cost

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

GURU TEGH BAHADUR GURDWARA

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2021**

1. ACCOUNTING POLICIES - continued

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. DONATIONS AND LEGACIES

	2021	2020
	£	£
Charawa box	282,151	162,275
Donations and offerings	556,085	240,551
Gift Aid	121,680	16,360
	959,916	419,186

3. OTHER TRADING ACTIVITIES

	2021	2020
	£	£
Rental Income	-	765
	-	765

4. OTHER INCOME

	2021	2020
	£	£
Covid job retention scheme	54,415	69,732
Business rates grant	5,000	12,800
	59,415	82,532

5. RAISING FUNDS

Raising donations and legacies

	2021	2020
	£	£
Staff costs	30,340	26,106
Printing, postage, stationery and advertising	2,032	6,660
Media costs	3,805	4,191
	36,177	36,957

GURU TEGH BAHADUR GURDWARA

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2021**

6. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 7) £	Support costs (see note 8) £	Totals £
Charitable activities	536,023	-	536,023
Support costs	6,227	-	6,227
Governance	-	20,119	20,119
	<u>542,250</u>	<u>20,119</u>	<u>562,369</u>

7. DIRECT COSTS OF CHARITABLE ACTIVITIES

	2021 £	2020 £
Staff costs	162,575	178,868
Other operating leases	6,227	6,499
Rates and water	6,046	993
Insurance	9,420	10,502
Light and heat	54,514	52,763
Telephone	2,680	2,050
Repairs and maintenance	39,118	20,871
Sundries	68	860
Food and provisions	54,156	52,890
Cleaning and pest control	5,825	2,359
Punjabi school & library resources	2,804	3,238
Transport services	11,229	(572)
Subscriptions and memberships	75	176
Grants and donations - Institutions	1,333	2,653
Security	2,520	-
Special events and religious functions	77,027	54,076
Depreciation	94,206	96,900
Interest payable and similar charges	12,427	5,673
	<u>542,250</u>	<u>490,799</u>

8. SUPPORT COSTS

	Governance costs £
Governance	<u>20,119</u>

GURU TEGH BAHADUR GURDWARA

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2021**

8. SUPPORT COSTS - continued

Support costs, included in the above, are as follows:

	2021	2020
	Governance	Total activities
	£	£
Auditors' remuneration	4,800	-
Accountancy	10,824	5,558
Legal & professional	4,495	540
	<u>20,119</u>	<u>6,098</u>

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2021 nor for the year ended 31 December 2020.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 December 2021 nor for the year ended 31 December 2020.

10. STAFF COSTS

	2021	2020
	£	£
Wages and salaries	183,348	195,369
Social security costs	6,454	6,636
Other pension costs	3,113	2,969
	<u>192,915</u>	<u>204,974</u>

The average monthly number of employees during the year was as follows:

	2021	2020
Priests (Gianis)	5	4
Other	9	20
	<u>14</u>	<u>24</u>

No employees received emoluments in excess of £60,000.

11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £
INCOME AND ENDOWMENTS FROM	
Donations and legacies	419,186
Other trading activities	765
Other income	82,532
Total	<u>502,483</u>
 EXPENDITURE ON	
Raising funds	36,957

GURU TEGH BAHADUR GURDWARA

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2021**

11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted fund £
Charitable activities	
Charitable activities	449,437
Support costs	41,362
Governance	6,098
Total	533,854
NET INCOME/(EXPENDITURE)	(31,371)
RECONCILIATION OF FUNDS	
Total funds brought forward	2,901,830
TOTAL FUNDS CARRIED FORWARD	2,870,459

12. TANGIBLE FIXED ASSETS

	Freehold land & buildings £	Fixtures and fittings £	Motor vehicles £	Solar panels £	Totals £
COST					
At 1 January 2021	3,255,501	603,285	47,737	122,904	4,029,427
Additions	-	3,480	-	-	3,480
At 31 December 2021	3,255,501	606,765	47,737	122,904	4,032,907
DEPRECIATION					
At 1 January 2021	879,027	481,270	47,737	44,245	1,452,279
Charge for year	60,463	28,827	-	4,916	94,206
At 31 December 2021	939,490	510,097	47,737	49,161	1,546,485
NET BOOK VALUE					
At 31 December 2021	2,316,011	96,668	-	73,743	2,486,422
At 31 December 2020	2,376,474	122,015	-	78,659	2,577,148

GURU TEGH BAHADUR GURDWARA

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2021**

13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Other debtors	109,073	16,298
Prepayments and accrued income	5,760	7,295
	<u>114,833</u>	<u>23,593</u>

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Bank loans and overdrafts (see note 16)	41,667	-
Trade creditors	9,821	-
Social security and other taxes	3,504	2,443
Wage control	13,362	-
Other creditors	1,000	1,190
Accruals and deferred income	29,880	8,707
	<u>99,234</u>	<u>12,340</u>

15. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	2021	2020
	£	£
Bank loans (see note 16)	479,176	50,000
	<u>479,176</u>	<u>50,000</u>

16. LOANS

An analysis of the maturity of loans is given below:

	2021	2020
	£	£
Amounts falling due within one year on demand:		
Bank loans	41,667	-
	<u>41,667</u>	<u>-</u>
Amounts falling due between two and five years:		
Bank loans - 2-5 years	479,176	50,000
	<u>479,176</u>	<u>50,000</u>

17. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted fund	Restricted fund	2021 Total funds	2020 Total funds
	£	£	£	£
Fixed assets	2,486,422		2,486,422	2,577,148
Current assets	1,199,929	183,303	1,383,232	355,651
Current liabilities	(99,234)		(99,234)	(12,340)
Long term liabilities	(479,176)		(479,176)	(50,000)
	<u>3,107,941</u>	<u>183,303</u>	<u>3,291,244</u>	<u>2,870,459</u>

GURU TEGH BAHADUR GURDWARA

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2021**

18. MOVEMENT IN FUNDS

	At 1.1.21 £	Net movement in funds £	At 31.12.21 £
Unrestricted funds			
General fund	2,870,459	237,482	3,107,941
Restricted funds			
Building fund	-	183,303	183,303
TOTAL FUNDS	<u>2,870,459</u>	<u>420,785</u>	<u>3,291,244</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	836,028	(598,546)	237,482
Restricted funds			
Building fund	183,303	-	183,303
TOTAL FUNDS	<u>1,019,331</u>	<u>(598,546)</u>	<u>420,785</u>

Comparatives for movement in funds

	At 1.1.20 £	Net movement in funds £	At 31.12.20 £
Unrestricted funds			
General fund	2,901,830	(31,371)	2,870,459
TOTAL FUNDS	<u>2,901,830</u>	<u>(31,371)</u>	<u>2,870,459</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	502,483	(533,854)	(31,371)
TOTAL FUNDS	<u>502,483</u>	<u>(533,854)</u>	<u>(31,371)</u>

GURU TEGH BAHADUR GURDWARA

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2021**

18. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.1.20 £	Net movement in funds £	At 31.12.21 £
Unrestricted funds			
General fund	2,901,830	206,111	3,107,941
Restricted funds			
Building fund	-	183,303	183,303
TOTAL FUNDS	<u>2,901,830</u>	<u>389,414</u>	<u>3,291,244</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	1,338,511	(1,132,400)	206,111
Restricted funds			
Building fund	183,303	-	183,303
TOTAL FUNDS	<u>1,521,814</u>	<u>(1,132,400)</u>	<u>389,414</u>

The specific purposes for which the funds are to be applied are as follows:

The restricted funds represent donations and amounts given to the Gurdwara which have been given on the basis that they will be used specifically towards the major improvements to the buildings.

19. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2021 nor for the year ended 31 December 2020.

GURU TEGH BAHADUR GURDWARA
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2021

	2021 £	2020 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Charawa box	282,151	162,275
Donations and offerings	556,085	240,551
Gift Aid	121,680	16,360
	<u>959,916</u>	<u>419,186</u>
Other trading activities		
Rental Income	-	765
Other income		
Covid job retention scheme	54,415	69,732
Business rates grant	5,000	12,800
	<u>59,415</u>	<u>82,532</u>
Total incoming resources	<u>1,019,331</u>	<u>502,483</u>
EXPENDITURE		
Raising donations and legacies		
Administrative staff salaries	30,340	26,106
Printing, postage, stationery and advertising	2,032	6,660
Media costs	3,805	4,191
	<u>36,177</u>	<u>36,957</u>
Charitable activities		
Wages	153,008	169,263
Social security	6,454	6,636
Pensions	3,113	2,969
Other operating leases	6,227	6,499
Rates and water	6,046	993
Insurance	9,420	10,502
Light and heat	54,514	52,763
Telephone	2,680	2,050
Repairs and maintenance	39,118	20,871
Sundries	68	860
Food and provisions	54,156	52,890
Cleaning and pest control	5,825	2,359
Punjabi school & library resources	2,804	3,238
Transport services	11,229	(572)
Subscriptions and memberships	75	176
Grants and donations - Institutions	1,333	2,653
Security	2,520	-
Special events and religious functions	77,027	54,076
Depreciation charge	94,206	96,900
Carried forward	<u>529,823</u>	<u>485,126</u>

This page does not form part of the statutory financial statements

GURU TEGH BAHADUR GURDWARA
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2021

	2021 £	2020 £
Charitable activities		
Brought forward	529,823	485,126
Bank loan interest	2,942	-
Bank charges	9,485	5,673
	<u>542,250</u>	<u>490,799</u>
Support costs		
Governance costs		
Auditors' remuneration	4,800	-
Accountancy	10,824	5,558
Legal & professional	4,495	540
	<u>20,119</u>	<u>6,098</u>
Total resources expended	<u>598,546</u>	<u>533,854</u>
Net income/(expenditure)	<u><u>420,785</u></u>	<u><u>(31,371)</u></u>

This page does not form part of the statutory financial statements