Minutes of Meeting

KMA AGM

01 June 2025

BOT Member Attendees: Nadir Barakzai (Chair); Maz Khan; Mohammed Patel; Javed Rafiq and Ebrahim Ismailji

Special Attendee: Sister Sabah Hamed

Apologies: Nadeem Goodur

Minute Secretary: Amal ???? - On behalf of BOT.

The Chairman addressed the meeting with a sincere apology for the major delay in starting the meeting due to severe technical issues with the meeting hall presentation digital suite.

The Chairman advised that the meeting was being recorded and advised that if anyone objected then they should feel free to leave. Nobody was noted as having objected or leaving.

During the meeting hard copies of the presentation pack having been printed off were distributed.

1. **Minutes of Last AGM:**

The minutes of the last AGM (2024) were noted as accepted by the BOT and members were invited to comment on them by no later than 30th June, 2025, after which they will be deemed to have been accepted by the members. It was commented by some members that they had not seen the minutes of the last AGM, to which the reply was that these had been posted on the KMA website and on the membership WhatsApp channel. It was agreed that the links to the minutes and the financial report will be posted on the KMA website and on the membership WhatsApp channel to give members a further opportunity to review and comment. **ACTION: AGM/1/6/2025/1 – The link to the minutes of the 2024 AGM and associated financial report will be posted on the KMA website.**

1. Updates on Open action from 2024 AGM:

1) An update on the 4 open actions from the 2024 AGM was presented and in summary:

a) **AGM/3/3/2024/1** Provide update to members on court case on a regular basis: This was reported as complete as updates had been provided throughout the last period to date. ***Action Closed***

b) **AGM/3/3/2024/3** Auditors - can we get better value from alternative accounting firm: The meeting was informed that members of the BOT had visited the accountant's office and reviewed the processes and supporting documents to satisfy that value for money was being achieved. In addition the Trustees also looked on-line at other auditors and satisfied themselves that it wasn't in the best interest of KMA to change auditors. It was noted by an attendee that the auditors had been the same for numerous years and asked question in the experience of the Trustees it was normal practice to have the same auditors for several years. The response back was that it is known for the same auditors to be in place for several years and not swapped out unless there are unusual circumstances. This action was deemed to have been completed and hence closed. ***Action Closed***

c) **AGM/3/3/2024/2** Number 43 Acre Road rent is low so needs to be renegotiated with tenants: This action was reported partially completed and hence as ongoing and is addressed within the meeting as an update item. See section 7.2 of these minutes.

d) Update the membership on the progress on capacity and premises: This action was reported partially completed and hence as ongoing and is addressed within the meeting as an update item. See section 7.1 of these minutes.

2. Review of 2023-2024 Financial Statement

1) The Trustees Annual Report and Accounts for April 2023 – March 2024 was presented. These were submitted to the Charity Commission on 30th January 2025.
2) It was pointed out that it was one of the Charity Commission's concerns that the accounts were not submitted on time for the 5 years prior to the current trustees' tenure. So, for the accounts to be published on time for the last two years was a considerable achievement.
3) A question was asked about the financial statement for 2024-2025 and the reply was that this financial year had recently closed and, therefore, these had not yet been published. The financial statements for 2023/24 were the ones being shared with the membership and was summarised as follows:
   a) Surplus of £10,000, income rose from £98,000 to £115,000.
   b) Legal fees are down but ongoing court case remained a notable expense. This as expected raised several questions of which the summary of the key points are:
      i) "What are the chances of the awarded costs being recovered?" – The trustees are going through the process of recovering the costs as defined by the legal advisors. That said it is thought very unlikely that anything will be recovered due to the circumstances of the 2 brothers, eg not being domiciled in UK , not shown to have any assets, etc
      ii) A member queried "Why had the Trustees allowed the costs to rise as high given that it is unlikely to recover the costs?" - It was generally accepted that the costs were and are necessary to show that the Trustees will not accept an assault on staff or unwarranted attempts to take over the premises. It was also reminded the continuation of the legal proceedings and associated costs was in line with the

mandate given by a vote and substantial majority agreement of members at the last AGM. The one member who queried the use of the KMA funds for money that may not be recovered was reminded that the Board has a duty of care to ensure that the property and employees of the KMA are protected and was a last resort after numerous attempts at "arbitration" had failed to resolve the underlying issues.

c) Major drop in collected membership fees, which is due to poor renewal requests and outdated contact details. The current membership fee is £12 pa and to date there are 285 members. That said it was noted and accepted that the membership renewal process had languished due to the very slow progress and challenges (lack of responsiveness from members to verify current information or to provide missing information) in getting a new database up and running. This meant that fees had not been collected for some time, which was accepted by the Trustees as being unacceptable. An action was taken to remedy this situation and get the database fully populated and requests for members to renew membership sent out as a matter of urgency. **ACTION: AGM/1/6/2025/2 – The membership database to be updated and membership renewal requests to be issued.**

d) "The question of how does a person know if they are a member given no renewal request had been made and no renewal fee paid?" The reply, albeit showing a lapse in membership procedure as already covered above, is to use the most recent membership baseline list and include those in communications.

e) Funeral expenses had dropped from approx. £20k to £10k – Given that the funeral service is based on donations and not charged for, there had been an increase in donations which meant less being spent from the KMA funeral funds.

f) An approximate increase of £10k in property expenses from 2023 to 2024, was noted and the explanation given was this was because the accounts in 2024 had combined both the expenses for 42 Acre Road and Mufti's residence. This led to the request for a split out of the 2 property expenses to be provided. **ACTION: AGM/1/6/2025/3 – The expenses for the 2 different properties to be split out.**

NOTE: There was a quorate of 28 and numbers of Members present was 38, with one non member guest attendee,

3. Court Case

1) An update, separate to the questions raised during the financial section, was provided on the court case and a summary of the key points are as follows:
   a) It was pointed out that recurrent claims, negative press, emails to the Charity Commission and on friends' forums and vengeful disingenuous mischievous WhatsApp media posts have required significant Trustee time and effort. It would appear the brothers have embarked on a campaign to challenge the Courts decision to "tie up" the KMA trustees and funds.
   b) The conclusion of the different Court cases are injunctions against the 2 brothers with restrictions on their activities and what they're able to share from the court case proceedings and information.
   c) Costs awarded against the brothers of £92,400 granted to KMA.

d) The Trustees of KMA has liability insurance and it is thought this does not cover cases of this type of legal matter. This comment was made in reply to a question of whether the Trustees had considered looking at taking out an insurance policy to cover any costs incurred resulting from legal action.

e) The forum was informed that the Trustees are working through a process of how to recover the costs and may require the extreme measure of having the brothers declared bankrupt. And this is a decision the Trustees will take if and when other feasible options are exhausted.

4. Status Update - Transition to Charitable Incorporated Organisation (CIO) and Charity Commission Investigation

1) The forum was given a status update of the transition to CIO status and the open investigation by the Charity Commission. This is summarised as follows:
   a) Transition to CIO structure nearly complete; only property deeds remain to be transferred (delays due to lawyers and holding trustees).
   b) Clear mandate from a previous Extraordinary General Meeting (EGM) enables asset transfer without further vote.
   c) Governance structure is being operationalised with new committees and roles/verticals. For this new structure more policies will be required, and this is just one area where suitably experienced volunteers (see section 7 of these notes) are required to help.
   d) Members questioned as to why it is taking so long to finalise the title transfers to which the reply was this is in the hands of the solicitors and the encouragement from the members is to be more assertive with the solicitors for finalising title transfers.
   e) Charity Commission review found no impropriety or governance failure; all 9 investigated allegations found unsubstantiated.

5. Madrassa Update

1) The following is a summary of the Madrasa update and Educational Initiatives:

   a) It is noted that any activities held by the Madrassa are on the whole volunteer-led and any renumeration for some staff are from student fees.
   b) Currently the Madrassa is operating at capacity with 25 classes, 17 teachers and 4 assistants for 340 students, with a current wait list of 40 children. The aim is to have zero waiting and progress is being made with recent reductions in the wait list.
   c) The importance of prompt and timely payment of fees was emphasised to the membership as this pays for teachers and though this is an issue, fees collection improved to 70% (from 40% last year). The goal is 100% for sustainable operations and to allow for sponsoring student extra-curricular activities.
   d) Curriculum reviewed regularly and suggestions have been made for more Arabic instruction and general curriculum improvements.

e) The madrassa operations is conducting ongoing process and governance improvements, including financial transparency and communications with parents, which include:
   i) Discussion about affordability, sponsorship, means testing, and discounted fees for families.
   ii) Suggestions for more frequent teacher meetings, better complaints handling, and more activities for children.
   iii) Plan to add youth club, sports, and trips to enhance madrasa and community experience.

6. Call for volunteers

1) As was the case at the last AGM there was the regular push for greater community involvement and a call for volunteers to help with various initiatives the BOT wish to implement, eg help with drafting of new policies for the new CIO structure; help in setting up and running youth and elderly clubs; setting up women specific clubs/activities. It was mentioned thus far there is very little to no interest shown by the membership or the general community to participate in helping to support their own community or mosque, which is disappointing. To help make things easier for people to volunteer a Microsoft Form QR code was distributed to the members present, for volunteers and it was mentioned any interested volunteers should speak, in the first instance, with Sister Sabah (sabah.hamed@hotmail.com) or if it helps any of the other BOT members. **ACTION: AGM/1/6/2025/4 – Members to come forward to volunteer.**
2) There was acknowledgement that trustees cannot deliver all community priorities alone and that there is an urgent need for a broader volunteer base***. POST MEETING NOTE: To date there have been no volunteers who have come forward.***

7. Strategic initiatives

1. Facility Expansion:
   a) It was noted that there is a critical need for additional space, as on Friday prayers there is always a squeeze even with 2 prayers. Also, every Eid either space is rented outside at a significant cost, or there are several prayer sessions held and even then, space is limited, especially in the ladies designated area.
   b) The current building structure has been expanded/developed to maximum capacity and is now challenged by growth in musallees numbers and more stringent health and safety requirements.
   c) There is positive interest and a community consensus on expansion of the current facility.
   d) The members were informed of an initiative to look at a mosque expansion or rebuilding project and an architect had been engaged with initial discussions had; initial architectural studies underway which would consider multiple options (including full rebuild and networked satellite mosques).
   e) Any initiative will require extensive discussions a round planning, regulatory requirements, and need for community and neighbourhood engagement. This was cited as another critical area in which suitable experienced volunteers is urgently

required, including representatives from the membership to be part of a panel to agree an overall design/layout of any new proposal.

2) Property, Asset Management (43 Acre Road):

   a) The forum was reminded at the last AGM how the members had stated the property was underutilised and the rental income was too low and should be increased or alternative arrangements made. It was acknowledged the masjid (aka BOT) must responsibly utilise assets for the benefit of the wider Muslim community, balancing service and income.
   b) The meeting was informed new rental agreements conversations/mails had been ongoing for several months with both the current tenants (IRC and Muslim Outreach) to bring the property closer to market rates, based on market rent increases, but at significantly discounted rates. Both tenants were furnished with new draft lease agreements covering a one-year agreement at updated but significantly below-market rent with shared bills.
   c) It was understood Muslim Outreach are to leave, whereas IRC are in a protracted "communication" debate with respect to the whole process and rental increase.

The session of the AGM meeting closed with Mufti Anwar making dua.

Actions on the Trustees:

AGM/1/6/2025/1 – The link to the minutes of the 2024 AGM and associated financial report will be posted on the KMA website.

ACTION: AGM/1/6/2025/2 – The membership database to be updated and membership renewal requests to be issued.

ACTION: AGM/1/6/2025/3 – The expenses for the 2 different expenses to be split out as separate line items.

ACTION: AGM/1/6/2025/4 – All Members to consider coming forward to volunteer.