

Governance and Operational Policy of
Alhidaya Croydon

177 Brigstock Road, Croydon, CR7 7JP

Charity Number: 1165713

Alhidaya Croydon is incorporated and governed by its deed. The trustees have overall control and responsibility for policy and major decision making.

1 – NAME

The name of the organization shall be Alhidaya Croydon

2 – AIMS AND OBJECTIVES

The aims and objectives of the organization shall be:

- 1.1 to advance the Islamic religion in Croydon in accordance with the basic grounding principles appearing in the Schedule hereto; and
- 1.2 to promote the education of the public in general of all faiths aimed towards developing intellectual, economic and spiritual capabilities and in doing so to promote equal opportunities, good community relations and religious tolerance

3 – MEMBERS

All Tamil speaking south Indians from Tamil Nadu, India who are Sunni Muslims who accept the teachings of the Quran and Hadith may become members upon their undertaking and continuing to abide by this governance and operational policy and such policies as are from time to time properly made hereunder.

4 – PRINCIPLES

In furthermore of the above objectives (but not otherwise): members of Alhidaya Croydon will endeavor to follow the following principles:

1. To promote good relations between Masjid & other institutions which have similar objectives
2. To promote, advise and provide practical assistance to individuals, groups and organizations on matters concerning Islam and Islamic culture & faith.
3. To operate in a manner which is not divisive, political and to resolve any conflicts between Muslims and the wider community.

5 – GENERAL MEMBERSHIP

1. Any Tamil speaking south Indians from Tamil Nadu, who worships regularly at the masjid and wishes to become a future member of the appointed management committee can become a member by filling the membership form. Membership is subject to acceptance by the committee.
2. Any person whose application for membership is refused by the committee may appeal to the TRUSTEES whose decision on the matter will be final & absolute.
3. An approved member of Alhidaya may be terminated by decision of the committee or the trustees if that person acts in a manner likely to bring the organization into disrepute or acts in a manner contrary to these rules.
4. Members to abide by the "membership terms and conditions" and the "code of conduct" that are updated from time to time

6 – HOLDING TRUSTEES

Alhidaya has below named persons as Trustees from Jan 2016.

Names of Trustees

1. Mr. Jahir Hussain
2. Mr. Raja Hyder Ali
3. Mr. Wazir Yoonus

In the event of death or resignation of any Trustee, the remaining Trustees shall have the power to appoint additional Trustees from amongst the committee membership of the Alhidaya.

7 – MANAGEMENT COMMITTEE- CHARITY TRUSTEES

1. A committee shall be elected from amongst the members. The committee shall consist of 10 persons in total & will be responsible for the running, management of Alhidaya associated assets and dwellings. The term of office for committee members will be three years unless dismissed from the committee by the decision of the Trustees before their three year term has expired.
2. The management committee shall select a chairperson, secretary, treasurer and amongst its member for the period of three years.
3. Management committee will be selected for 3 years. If work of any committee member is un-satisfactory, they will be asked to resign the post & new member will be appointed to this post.
4. Any serving member of the committee can have their membership terminated in accordance with Clause 5.3.

8 – RULES AND PROCEDURES

1. All questions arising at any meeting shall be decided by the chair of the meeting following the Islamic guidance.

9 – QUORUM

Six (6) members of the management committee shall form a quorum at meetings of the management committee.

10 – MINUTES

1. The minute's book shall be kept in digital format on behalf of the masjid and shall enter a record of all proceedings and resolutions.
2. Announcement for meetings will be by the secretary and in the form of an announcement via messages and letters as appropriate.
3. During crises an emergency meeting may be called at any time. If 5 (Five) members are present in the meeting, then they can take a decision.

11 – GENERAL MEETINGS

The management Committee shall carry out an Annual General Meeting once a year. All members of the organization shall be informed of the meetings through announcements, the period of notice shall be at least 14 clear days where possible.

Members shall be informed by the Secretary of Alhidaya of the meeting by posting a notice of the meeting along with its agenda. The matters specified on the notice shall be the only items to be discussed apart from any other matters specifically allowed by the Chairperson of the Management Committee. The management committee shall have the power to invite any person they seem fit to attend and speak.

12 – REMOVAL OF OFFICE

1. If a member of the Management Committee fails to attend 3 consecutive meetings without any good reason, their name can be removed from the management committee & new member appointed.
2. If a member of the Management Committee is involved in activities which are divisive and are against the interests of Alhidaya, their name can also be removed & new member appointed.
3. When complaint on the grounds described above is brought to the attention of the Management Committee after hearing representation made by or on behalf of the member concerned the Management Committee shall have the power to suspend the member until the matter could be considered by the Management Committee & Trustees.
4. The members shall have a right to appeal to the Trustees for reconsideration of the decision. Trustees' decision will be final.

13 – STANDING ORDERS AND RULES FOR THE USE OF THE MASJID

The management Committee shall have the power to adopt and issue standing orders and rules for the use of the Masjid where these orders shall come into operation immediately. These orders will always be open to scrutiny, review at the AGM. These shall not be inconsistent with the provision of the constitution.

14 – TRUST PROPERTY

The title to all and any property which is and may be acquired for the purpose of the Masjid shall be vested in the Trustees who shall enter into a "Deed of Trust" setting forth the purpose and conditions under which they hold the said property in trust for Alhidaya.

15 – FINANCES

1. All monies raised by or on behalf of the Masjid shall be applied to further the development and building of the organization and no other purpose.
2. The Treasurer shall keep proper accounts of the finances.
3. The accounts shall be audited at least once a year by a qualified accountant.
4. The audited statement of the accounts for the last financial year shall be submitted by the Management Committee to the Annual General Meeting.
5. The management committee shall approve the Treasurer and General Secretary to sign cheques and operate accounts in the name of the masjid.
6. The treasurer shall keep proper accounts of the finance and shall give details of those accounts to the management committee as & when required.

16 – IMAM AND OTHER EMPLOYEES OF ALHIDAYA

The management committee along with consent of the trustees shall have the power to appoint and terminate employment contract of the Imam & any other person by following the meeting principles, if the need arises. This will be done in accordance with the agreed procedures. The management committee shall prepare and issue a contract of employment to the Imam and any other paid staff. The contract of employment and any other procedures will be prepared and adopted by the management committee.

17 – ALTERATION OF THE GOVERNANCE AND POLICY

Any clause of this governance and policy may be revoked, added to or altered by members of the masjid committee present at the meeting, subject to the approval by the Trustees. Trustees' decision will be final.

18 – DISSOLUTION

If the members resolve to dissolve the charity the trustees will remain in office as charity trustees and will be responsible for winding up the affairs of the charity in accordance with this clause.

The trustees must collect all assets of the charity and must pay or make provision for all the liabilities of the charity.

The trustees must apply for any remaining property or money:

1. Directly for the objects
2. By transfer to any charity or charities for purposes the same as or similar to the charity.
3. In such other manner as the Charity Commission for England and Wales ("The Commission") may approve in writing in advance.

The members may pass a resolution before or at the same time as the resolution to dissolve the charity specifying the manner in which the trustees are to apply the remaining property or assets of the charity and the trustees must comply with the resolution if it consistent with paragraphs (a) – (c) inclusive in the paragraph above.

In no circumstances shall the assets of the charity be paid to or distributed among the members of the charity (except to a member that is itself a charity).

The trustees must notify the Commission promptly that the charity has been dissolved. If the trustees are obliged to send the charities accounts to the Commission for the accounting period which ended before its dissolution, they must send their commission the charities final accounts.

19 – CURRENT SERVING COMMITTEE MEMBERS

- Jahir Hussain
- Raja Hyder Ali
- Wazir Yoonus
- Mohammed Abubakker
- Syed Abuthaheer
- Imthiaz Ahamed
- Ahamed Ali
- Shahul Hameed Abdul Kader
- Zakir Hussain Mohammed
- Thufiq Rafiq Ali