



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From **22 January 2023** Period start date

To **21 January 2024** Period end date

Charity name: **SADAKA**

Charity registration number: **1171075**

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>Sadaka provides free weekly lunches and basic items for those struggling financially / homeless in Reading. Sadaka provides a place to enjoy a hot meal, drinks and a chat, at Fairview Community Centre, 90b Great Knollys Street, Reading RG1 7HL. Sadaka operates every Saturday (10:00am-1:00pm). We also provide free toiletries, second-hand books, fruit / ambient food and signposting to similar services.</p> <p>Alongside our meal services, we also run a Wellbeing programme for our service users, launched in September 2020 (formerly known as StepUp with Sadaka). This comprises creative activities (including workshops with visiting artists) and English language teaching, with a focus on promoting mental and social wellbeing.</p> <p>Sadaka also runs an outreach project to help families with children in Reading with groceries, as children are not able to attend our service on Saturday.</p> <p><u>CHARITABLE OBJECTIVES:</u></p> <p>1) The prevention and relief of poverty and financial hardship in greater Reading by providing: food, clothing and basic household items to individuals in need and supporting other organisations working to prevent or relieve poverty in greater reading</p> <p>2) The promotion of equality and diversity for the public benefit by promoting activities to foster understanding between people from diverse backgrounds and in particular, different religions.</p> <p>3) The promotion of religious harmony for the benefit of the public by:</p> <p>(a) Educating the public in different religious beliefs including an awareness of their distinctive features and their common ground to promote good relations between persons of different faiths;</p> <p>(b) Promoting knowledge and mutual understanding and respect of the beliefs and practices of different religious faiths.</p> <p>4) To advance Islam in greater Reading for the benefit of the public, in particular by arranging visits to mosques by school children to enlighten them about the Muslim faith and by such other means as the trustees may determine.</p> <p>Please Note: Sadaka contacted Charity Commission on 14 Feb 2020 to amend objective 4) to:</p> <p><i>“To work towards a greater understanding of Islam by demonstrating the public good contributed by its followers, together with people of other beliefs and no beliefs”.</i></p> <p>But, this request was rejected.</p>

	SORP reference	
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>In 2023, the charity supported the relief of poverty and financial hardship in Greater Reading by a weekly free, nutritional, warm meal service, provided alongside toiletries and food essentials to those struggling financially.</p> <p>We continued our service to help families in need and female victims of domestic violence (in collaboration with Berkshire Women's Aid [BWA]).</p> <p>We also continued and developed our Wellbeing programme (formerly StepUp with Sadaka), providing creative activities and English language teaching in a supportive safe space to support our guests' mental and social wellbeing, with signposting to other services and training courses as needed.</p> <p>Sadaka services are available to all beneficiaries without judgement or bias. The charity is privileged to have trustees, members and volunteers from a diversity of backgrounds, faiths and beliefs, and all are valued equally. Sadaka operates with an ethos whereby "everyone matters" and respect for others is central to all our actions. In 2023, Sadaka reiterated our commitment to an open, supportive and inclusive philosophy.</p> <p>Main Activities in 2023:</p> <p>1) Food service</p> <p>a) Saturday meal service</p> <p>We continued with our weekly food service in 2023 to serve an average of 67 people every Saturday. We operated from the Fairview Community Centre.</p> <p>We provided 4120 meals (+10% from previous year). We gave out essentials such as sugar, milk, coffee, washing up powder, biscuits, toiletries, noodles and soup.</p> <p>Main meals are cooked by our volunteers, who have food safety certificates or purchased by Sadaka from local restaurants (once a month). The main meal cost on average £300 when purchased from restaurants, £120 when cooked by a caterer or £80 when cooked by volunteers (with the cost of ingredients such as meat, provided by Sadaka).</p> <p>In addition, our volunteers donated vegetarian dishes, fresh fruit and desserts to complete the meals.</p>

		<p>Gift bags were also given out for Eid and Christmas and chocolate eggs for Easter. The Christmas gift bags were funded partly by Domo Systems LTD and prepared by Sadaka volunteers. We provided items to treat our service users such as deodorant and chocolates.</p> <p>The sessions were coordinated by 5 session leaders and we managed to secure about 20 chefs from our volunteer pool, who cooked / baked for us on a regular basis. We also developed partnerships with local restaurants to provide the main meal once a month (Kobeda Palace, Yaadgaar, and others). Some restaurants donate the full meal and some cook it for us at a discounted price.</p> <p>b) Meals for Reading university students</p> <p>In March / April we provided a total of 400 meals to struggling students at Reading University during Ramadan. This included a main meal and snacks.</p> <p>We are planning to continue and develop this initiative in the future.</p>
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2) Helping families in need with groceries and women & children fleeing domestic violence

With many Reading families struggling as costs go up and incomes reduce, Sadaka stepped in and expanded our work with families in need. We did this in several ways.

In 2023 Sadaka continued helping families in need (especially single mothers) and women & children who were fleeing domestic violence.

a) Groceries for families in need

We provided grocery shopping for 15 families. A group of 10 volunteers shopped and delivered groceries to each family on a weekly basis, based on lists provided by the families.

Each family was allocated a budget between £30 and £60 a week for a maximum of 4 deliveries.

£2400 was spent on this project in 2023.

The families were all based in Reading and were on benefits or without resources, struggling to make ends meet.

We offered a tailored service by asking them exactly what they needed and delivered it to their doorstep. The service was highly appreciated by all the families.

We also provided 40 clothes vouchers to families supporting a total of 80 children. An additional **£2000** was spent on this.

Sadaka is continuing this project in 2024 to help families with the increased cost of living.

b) Emergency food packs to families in a local shelter

We continued to provide emergency food bags to new arrivals at a local refuge. These are women who are escaping domestic violence, with or without their children. They come to the refuge with no assets and are helped to start a new life.

Over the last year, Sadaka provided 40 food bags, some of them receiving more than one food parcel in cases of delay to their welfare benefits. We also supported them through gifts and clothing vouchers for children.

3) Wellbeing programme (formerly StepUp with Sadaka)

Keeping the format decided upon last year, we continued to run Wellbeing sessions every Saturday between 10am and 11.30am at Fairview Community Centre, with the aim of supporting our service users' mental and social wellbeing.

Part of these sessions is the creative table, which service users can join for a variety of therapeutic activities; painting, sketching, colouring, creative writing, crochet, word search, puzzles and the like. We also provide a range of donated books which guests are welcome to take. People engage in these activities as they please and talk about what is going on in their lives, with other service users, but also with volunteers over cups of tea and coffee. Guests have told us repeatedly that this gives them a reason to get out of bed on a Saturday morning and helps reduce their isolation.

This year we developed our creative activities further by holding special art workshops for our service users to work with guest artists, in collaboration with Museums Partnership Reading. Building on this, in September 2023 we put on our first ever art exhibition to showcase creative work (sketches, paintings, decorated objects and even crochet) produced by service users and volunteers during Wellbeing sessions. The event was attended by service users, volunteers and members of the public and received local press coverage, bringing greater awareness to the breadth of Sadaka's activities.

		<p>In parallel to our creative offering, we also delivered weekly English classes for recent arrivals in the community, including those from Eastern Europe, Hong Kong and Afghanistan. The popularity of these classes, particularly with the Reading Hong Kong community, and wide spread in English proficiency meant that we expanded our service to deliver two levels of teaching (basic and intermediate) when required. Some of our English students have reported that they feel less social isolation and greater integration with the local community as a result, with some becoming regular volunteers themselves for our meal service.</p> <p>At least 65 people accessed these sessions last year, some of them attending almost every week. The maximum attendance at any one session was 16 for creative activities, and 12 for English classes.</p> <p>Sadaka regularly updates a printed list of local services which is shared with guests. This includes food services as well as other sources of support, for example housing, welfare benefits, mental health and so on. Many are referred on to other services or organisations; for example, we make regular referrals to Cowshed for those who need clothes, or to places like The Early Charity and New Directions for training and development opportunities.</p>
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Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	N/A
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Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	<p>All volunteers devote time, effort and care to the service (meal services, training programme, helping families and women & children in need...) with members contributing a little more outside of Saturday service hours to administration, training and other efforts.</p> <p>In addition, many volunteers make regular donations to Sadaka (food, milk, gift bags...).</p> <p>All volunteers are great ambassadors to help us raise awareness and bring in more volunteers and donations.</p> <p>Sadaka has progressed in up-skilling volunteers and members to take up leadership roles during (Session Leaders) and outside service hours.</p>

Other		The charity will continue to encourage diversity and inclusion at all levels and expand its services to help as many people as possible in Reading.
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Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>Sadaka has served about 4120 meals in 2023, winning much satisfaction from its service users for our freshly cooked hot meals and for providing a warm and welcoming environment since January 2017.</p> <p>We provide hot meals, hot drinks and snacks inside, in a friendly atmosphere. We offer a safe place to our service users to have a meal and a chat. Our chefs are all trained and have a food certificate to cook diverse and balanced meals meeting safety standards.</p> <p>We also make every effort to reach more people and adapt to help people who can't come to us, especially families with kids who struggle with food. Our dedicated volunteers go above and beyond to shop and deliver for families and build a relationship with them in case they need help in the future.</p> <p>Sadaka has become a local brand which other charities and groups are comfortable / seek to work with. We also have to acknowledge the fantastic help of Kaneez Bi Foundation (KBF) this last year who donated main meals.</p> <p>In addition to expanding our work with families, Sadaka also evolved and expanded activities to improve the wellbeing of our service users. This has become an indispensable part of the Sadaka offer.</p> <ul style="list-style-type: none"> •

<p>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</p>	<p>Para 1.20</p>	<p><u>Sadaka's Achievements:</u></p> <ol style="list-style-type: none"> 1. Sadaka's biggest achievement was that we continued to provide a hot meal service every Saturday of the year without fail. 2. We served 10% more hot meals at our Saturday meal services this year as compared to last (3769 in 2022 and 4120 in 2023). 3. We increased the number of meals provided to Reading university students by a factor of 5 (80 in 2022 and 400 in 2023). 4. We strengthened our collaboration with organisations including Kaneez Bi Foundation, One Nation, Clean Conscience, Baby Bank, Berkshire Women's Aid and various supermarkets. These collaborations allowed us to reach more people in need and secure more donations and volunteers. 5. We maintained our financial stability and once more ended the year with a very healthy balance at a time when many other charities are struggling financially. 6. Sadaka's Wellbeing programme was accessed by 65 service users during the year. 7. We put on our first art exhibition to showcase creative work produced by service users and volunteers during Wellbeing sessions, which was attended by service users, volunteers and members of the public and received local press coverage. 8. We resumed our attendance at public social events by attending the East Reading festival to raise awareness and funds for our services.
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	N/A
Performance of fund-raising activities against objectives set	Para 1.41	N/A
Investment performance against objectives	Para 1.41	N/A
Other		N/A

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>Sadaka had a stable year from a financial point of view. Fundraising was deliberately managed in such a way that income was almost exactly matched by expenses. It was deemed frugal to not raise funds excessively as Sadaka is sitting on healthy reserves. Being a volunteer led charity, everyone already gives a lot of time and there was no capacity to expand services beyond what was currently being delivered.</p> <p>Income dropped this year, based on the reasons explained above, falling from £31,564 last year to £23,341 this year.</p> <p>Expenses were slightly higher than last year, £23,376 as compared to £21,663. This was in line with inflation and the general rise in the cost of living.</p> <p>In terms of income, the major difference was that grants represented 63% of the total raised last year. While this year, online platforms were promoted more and contributed 73% towards income generation. This was a deliberate shift as the competition for grants continues to increase in the charity sector.</p> <p>In terms of expenses, we spent much more on meals this year; £6071 as compared to £3884 last year. This was because we witnessed a steady rise in the number of service users across the year, while the cost of food also went up at the same time.</p> <p>We reduced the number of groceries given out to our Saturday service users as time and resources went into the families project. This caused a shift in money spent on ambient food and groceries.</p> <p>One extra cost item was clothing vouchers for struggling families, against income received for this at the end of the previous year.</p> <p>Sadaka ended the financial year with almost the same amount of cash (£57,702) as we had at the start of the year (£57,737). Of this, £17,000 was set aside as free unrestricted reserves in a separate bank account to provide a level of working capital that protects the continuity of our core work, supports any unexpected opportunities and covers any unforeseen expenditures. This will cover roughly 9 months of operating costs at last year's levels should the need arise.</p> <p>Sadaka's stable financial position is testament to the efforts of trustees, members and volunteers, who continue to offer valuable time and food donations for our service users. This also signals robust bookkeeping and steady control over finances, at a time when many charities are struggling to stay afloat, and demand for services like ours is an all-time high.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	To provide a level of working capital that protects the continuity of our core work, supports any unexpected opportunities and covers any unforeseen expenditures. This will cover 6 months of operating costs at last year's levels should the need arise.
Amount of reserves held	Para 1.22	Sadaka maintains £17,000 free unrestricted reserves in a separate bank account.

Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	There are no ongoing concerns as Sadaka enjoys a comfortable financial position and sufficient sustainability for upcoming plans and expenditures.

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution document
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	Charitable Incorporated Organisation (CIO)

Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	See constitution document for full details
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Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<p>Sadaka comprises a Board of 6 Trustees, with about 60 active volunteers and 6 Members, in keeping with its CIO Model.</p> <p>Sadaka works with Street Support Network, which is a partnership of charities and statutory organisations working together to end rough sleeping and homelessness in Reading.</p>
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Sadaka
Other name the charity uses	
Registered charity number	1171075
Charity's principal address	<p>47 ASH ROAD</p> <p>TILEHURST</p> <p>RG30 4SG</p>

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Youssef Alla	Chair		Voted in by serving Trustees
2	Zobia Kalim	Treasurer		Voted in by serving Trustees
3	Fatima Alla-Saouiki	Operations Manager		Voted in by serving Trustees
4	Thomas Williams	Secretary	04/08/2023 onwards	Voted in by serving Trustees
5	Joe Gibbons	Food Safety Lead		Voted in by serving Trustees
6	Shazia Fazal	Events Lead	14/02/2023 onwards	Voted in by serving Trustees

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity’s objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity’s own as-sets	N/A

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

Exemptions from disclosure

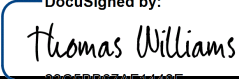

Reason for non-disclosure of key personnel details

Other optional information

Declarations

The trustees declare that they have approved the trustees’ report above.

Signed on behalf of the charity’s trustees:

Signature(s)	<div>DocuSigned by:  23C3BB07AF1448E...</div>	<div>DocuSigned by:  4C7793B8F0AE4EE...</div>
Full name(s)	Thomas Williams	Youssef Alla
Position (eg Secretary, Chair, etc)	Secretary	Chair
Date	10 th May 2024	10 th May 2024



CHARITY COMMISSION
FOR ENGLAND AND WALES

Sadaka

Charity

1171075

Receipts and payments accounts

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For the period from	22-Jan-23	To	21-Jan-24
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Corporate donations	-	-	-	-	2,200
Grants	-	5,230	-	5,230	20,036
Fundraising platforms	16,574	550	-	17,124	8,676
Individual donations	77	910	-	987	850
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	16,651	6,690	-	23,341	31,762
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	16,651	6,690	-	23,341	31,762
A3 Payments					
Meals	3,063	3,008	-	6,071	3,885
Ambient Food & Essentials	1,349	-	-	1,349	1,158
Supplies	1,639			1,639	1,256
Storage	3,505			3,505	3,515
Venue	2,054	1,022		3,076	2,032
Food for families		3,317		3,317	5,138
Fundraising & Marketing	436			436	476
Festival gifts	434			434	803
Insurance	368			368	708
Phone & Zoom charges	122			122	299
Volunteer training & expenses	48	-	-	48	733
Service User training &		596	-	596	335
Miscellaneous	360	-	-	360	360
Clothes for children	-	2,056	-	2,056	1,087
	-	-	-	-	-
Sub total	13,378	9,999	-	23,377	21,785
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	13,378	9,999	-	23,377	21,785
Vet of receipts/(payments)	3,273	- 3,309	-	- 36	9,977
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	46,732	11,005	-	57,737	47,759
Cash funds this year end	50,005	7,696	-	57,701	57,736

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Restricted	-	7,696	-
	Unrestricted	33,005	-	-
	Unrestricted in reserves	17,000	-	-
	Total cash funds	50,005	7,696	-

(agree balances with receipts and payments account(s))

OK OK OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
Zohreheli	ZOBIA KALIA	10/5/2024
	TREASURER	