



GIVE A GIFT

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 March 2023**

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Legal and administrative information

REFERENCE AND ADMINISTRATION DETAILS	
Charity Name	Give A Gift
Registered Charity Number	1176262
Charity's Principal Address	233-237 Roundhay Road Leeds LS8 4HS
Trustees	Hanif Malik – resigned December 2022 Habib Khan Starr Zaman Mohammed Iqbal Zaman – Appointed January 2023
Accountant	HLA Accountants, 21 Hyde Park Road, Leeds, LS6 1PY, United Kingdom.
Bank	Yorkshire Bank Penny Hill Centre Hunslet Leeds LS10 2AP

STRUCTURE, GOVERNANCE AND MANAGEMENT	
Type of governing document	Model Constitution
How the charity is registered	Charitable Incorporated Organisation
Trustee selection methods and induction	Appointed by Trustees and briefed on their legal obligations under charity law, the content of the charity's constitution, and its recent performance.

OBJECTIVES AND ACTIVITIES

Summary of the objects of the charity set out in its governing document

The objects of the CIO are:

(1)

To relieve need of people in hospital or hospice, by means of, but not exclusively, the provision or assistance in the provision of equipment and provision of items of comfort for people in care irrespective of their race, creed or cultural backgrounds;

(2)

To relieve need among refugees and asylum seekers by means of, but not exclusively, making grants or loans for providing or paying for items including the provision of food, clean water, clothing, and other basic necessities for the benefit of the said persons;

(3)

To advance in life and relieve needs of young people through:

- a) The provision of recreational and leisure time activities provided in the interest of social welfare, designed to improve their conditions of life;
- b) Providing support and activities which develop their skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals.

(4)

To promote racial and religious harmony and community cohesion for the benefit of the public by promoting knowledge and mutual understanding between different racial and faith groups, in ways that reduces conflict and creates trust, unity and peace between them.

Summary of the main activities in relation to these objects are highlighted in the Trustees report.

TRUSTEES REPORT

As we reflect upon the past year, it is with great pride and gratitude that we present this annual report to our dedicated stakeholders, supporters, staff and volunteers. The section below provides a summary of the activities and achievements in our continued pursuit of our charitable mission.

Our programmes continue to be impactful and the past year has witnessed our ongoing commitment to making a positive difference in the lives of those we serve. Through our various programmes and initiatives, we have successfully touched the lives of countless individuals, families, and communities. From providing essential food and emergency supplies to those at the very margins of society to our mental health, advocacy and casework projects, our impact has been profound.

Our ethos of working at a grassroots level and being volunteer and user led remains at the forefront of our approach and our engagement with the community is a pivotal aspect of our success. We've worked with over thirty different organisations in the past 12 months and have implemented collaboration and inclusivity, where volunteers, donors, and beneficiaries have all played a vital role in our success. Their unwavering support has been instrumental as has the strong commitment our staff team without whose considerable effort, Give A Gift would not be the success it has become

We would like to place on record our sincere gratitude for the selfless nature of the work they continue to deliver and for support of our generous funders, donors and supporters.

Despite the challenging economic climate, we have managed our financial resources prudently and through sensible financial management and effective fundraising efforts, we have maintained the stability and sustainability of our organisation.

ACTIVITIES

Cultural Food Hub

Give-A-Gift has been working in collaboration with Leeds City Council for the third year running as part of the Cultural food hub for the East of Leeds, to ensure that the needs of those with particular cultural and/or religious dietary requirement are met. We have been providing over

350 food parcels on a weekly basis and supporting over 1760 beneficiaries. Our additional food bank service has served over 100 clients weekly, as well as supporting other organisations such as soup kitchens, community organisations, schools and other third sector organisations such as HELP, RETAS, MEMEC and Linking Leeds.

The food packs supplied had all the basic essentials needed by a family and to supplement the need for nutritionally dense produce, we provided fresh fruit and vegetables through our partnership with Fareshare.

With the support of the household funding we have also been able to purchase other basic items and supplement the food packs with Aldi and meat vouchers. There has been a considerable rise in emergency referrals, due to the cost of living crisis but we are pleased to state that despite the staffing pressures we have been able to respond to this increased need.

Casework

Over the last year our casework load has doubled as the cost-of-living crisis continues to impact many families. Give a Gift have dealt with approximately 480 cases during this reporting period. Half of these cases have come through referral agencies who have been limited in providing the support we provide for individuals/families. Referrals through local schools, social prescribing service and through word of mouth from individuals who have experienced our support service have also increased.

Case workload examples include supporting families with; basic advice and guidance, requests for urgent clothing/uniform for children, financial issues, short term financial assistance, education matters, housing advice and health and welfare matters. In addition to this we have dealt with cases where individuals have no recourse to public funds, destitution/homelessness, bereavement, and domestic violence.

We provide support, guidance and counsel to families in need and have developed partnerships and networks with organisations where we have been able to refer our clients to enhance their support provision. This includes referrals to Citizen Advice Bureau, Manual Bravo project, Red Cross, PAFRAS, LASSN, HELP, Welfare Advice and Green Doctors.

Unlike other organisations and statutory organisations, our support is unlimited. Many organisations provide up to 12 weeks of ongoing support, but where we feel individuals need longer term support, staff are able to accommodate this. Those with longer term support needs are also encouraged to attend our social wellbeing groups and take on volunteering opportunities within the organisation.

ABCD

Asset Based Community Development is a neighbourhood-based community building approach founded on the principle that given the tools and the opportunity, small groups of citizens can change the things they believe need changing. Give A Gift has a dedicated community builder

working with the Roma/Romanian communities within Harehills. Our worker is mainly based within the community who identifies community connectors within the locality and empowers them to use their skills and gifts to bring others together. These communities are one of the hardest to reach and our worker has used her skills to empower them to experience activities that they would not normally partake in. This includes the use of traveling outside of Leeds, discovering new areas and exploring new ways of getting together in groups and being involved in activities such as sewing, cinema trips and attending workshop/events to help them find out what matter to them. These communities are very family orientated and many of the activities often involve bringing their children with them. Our community builder spends much of her time mobilising conversations with people passing by, sitting at local cafes and talking to people, visiting local parks and visiting schools where conversations are more likely to take place.

Mental Health Inequalities

Our mental health project is in now in its third year running which uses a holistic approach to engage and support women from Black, Asian minority ethnic (BAME) communities to access mainstream mental health services and break down stigma. Barriers to accessing mental health support and the role of cultural beliefs and attitudes have contributed to existing mental health inequalities and Give a Gift have been culturally responsive to the needs of the community with provision of activities and services to encourage access to a range of mental health services. This has included a regular social and wellbeing group for women support group, where education and awareness of services have been incorporated. The group discuss and share their wellbeing in a supported and culturally appropriate environment. They have also been given the opportunity to receive information and awareness of various organisations/services to support their mental health and encouraged to use these services as their confidence and trust with our mental health worker has been built. The project has had a positive impact on the women with many attending regularly and become involved in new activities that they would not have necessarily experienced. This has included walks with the Canal Trust, trips to the seaside, theme park experiences and arts and craft sessions. The introduction of consultation with the local imam has also proven successful with the group and the wider community we serve. The feedback gained form these sessions (appointment basis) has been life changing for some:

“Being able to speak to an imam has made me put things into perspective about my mental health and encouraged me to access talking therapies which I would never have attempted to access”

Other Projects & Campaigns

Eid Food/Toy Campaign (RM)

We were fortunate to receive funding for the toy campaign from Islamic relief which enabled us to distribute in excess 2000 brand new gifts. Over 750 gifts were given to every child at Harehills Primary school irrespective of their background or belief. The headteacher was overwhelmed by the generosity of the charity and it was amazing to see so many smiles on young children's faces. The other schools that benefitted were Bankside Primary, Carr Manor Primary school, the children's ward at the LGI and all our clients who access the Cultural food hub. We also held an Eid party for 250 clients who are either Asylum seekers, refugees and vulnerable families.

Winter Festive Packs

This year we again distributed culturally appropriate ambient food items but and partnered with fellow charities such as Islamic Relief and the BAK foundation to distribute over 1000 Winter festive packs. The packs were given to our clients and to Parklands Primary, Nightingale Primary and Little London primary school. The feedback was very positive, and we received media coverage from calendar ITV and they were overwhelmed by the generosity given by the charity.

Ramadan Campaign

This Ramadhan was the first we were able to deliver since Covid and this was warmly welcomed by all the families. We received support from Islamic Relief, Zouq foundation, Peace matters and Muslim Kitchen. 200 Ramadhan food packs were distributed weekly during Ramadhan. We also held the first Iftar gatherings since the pandemic, at the Infinity centre where 150 people were supported at each event

IR Funded Project

The cost of living has affected everyone in the UK and the families are more dependent on charities for help than ever. Our partnership with Islamic relief to deliver a UK based programme tackling poverty, has been a lifeline to many. We have been able to distribute food packs and supermarket vouchers to hundreds of additional families. The grant also enabled us to establish a local hardship relief fund to allocate 20 small grants of up to £250 to clients who are struggling financially. The project provided advocacy support to help sign post clients to other support services, Part of the project was to continue providing out of hours service to ensure families and individuals are not without supplies during the weekend or school holidays. The project also enabled us to support vulnerable and elderly clients with cooked food which was a new facet to this service.

Warm Spaces

Leeds City council had allocated funding from West Yorkshire Mayors Cost of Living Emergency Fund to support organisations that wish to operate Warm spaces this Winter. Give a Gift provided a warm space where clients could pop by for support and help and talk to the team about any financial worries such as utilities, budgeting, heating. The staff were able to signpost and also provide additional things such as food vouchers, help with clothing vouchers and help with phone sims and small cost-effective heaters. This was a safe space for clients to come and share some of their concerns and receive advice and guidance.

Afghan Refugee project.

Give a Gift received funding from Leeds city council to work with the Afghan refugee women living in one of the hotels in Leeds. The aim of the project was to deliver a fun and engaging 12-week programme, incorporating cultural activities. The main aim was to tackle social isolation, as the women were struggling with low self-esteem having had to relocate to a new country. The programme allowed them to express their culture, learn new skills and partake in cooking, dance fitness and hair and beauty activities. The project was very successful, with over forty women partaking in the sessions.

Leeds United Winter Food Distribution

Give a Gift in collaboration with the Leeds United foundation distributed over 500 winter food packs to families struggling with the cost of living crisis. The items in the packs included staple items such as oil, rice, milk, cereal, potatoes and bread. This year the demand for the food packs was much greater compared to last year, however to manage the distribution better we allocated a certain number of food packs to specific organisations and schools we were already supporting. They may have struggled on the pitch but off it the Leeds United foundation continue to be an amazing community partner.

Healthy Holidays Food Packs Funding

Give a Gift received funding from Leeds Community Foundation to provide culturally appropriate food packs to other healthy holidays providers. This is an initiative that predominantly supports families on free school meals with free activities during the holidays and each family that attends receives a weekly food pack. The scheme helps to promote a healthy lifestyle through physical activities and food. We supported six different organisations including local schools, third party organisations and communities of interest groups.

FINANCIAL REVIEW

Brief statement of the charity's policy on reserves

The charity works towards keeping a surplus in the range of 6 months running costs equating to £90,000 for unforeseen financial circumstances at the end of each year.

Statement of trustees' responsibilities

The Trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of charity and of the incoming resources and application of resources of the charity for that year. In preparing these financial statements the trustees are required to:

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

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

On behalf of the board

.....*M Zaman*.....

Mr M Zaman (Trustee)

Date: 2nd October 2023

Independent Examiners Report

I report on the accounts of Give A Gift for the year ended 31 March 2023 set out on pages 10 to 15.

Respective responsibilities of trustees

As the trustee of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

Basis of independent examiner's statement

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

In connection with my examination, no matter has come to my attention giving me cause to believe:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act or;
2. the financial statements do not accord with those records or;
3. the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination or

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

.....H.Latif.....

Mr. Haroon Latif FCCA
Independent Examiner

HLA Accountants
21 Hyde Park Road
Leeds
LS6 1PY

Date: 2nd October 2023

GIVE A GIFT

STATEMENT OF FINANCIAL ACTIVITIES FOR YEAR ENDED 31st MARCH 2023

	Notes	Unrestricted Funds	Restricted Funds	2023	2022
		£	£	£	£
INCOMING RESOURCES					
Donations		21,250	68,514	89,764	26,565
Fundraising		17,328	27,315	44,643	63,568
Grants		-	335,368	335,368	306,365
Gift Aid / Other income		4,600	-	4,600	8,036
TOTAL INCOMING RESOURCES		43,178	431,197	474,375	404,534
RESOURCES EXPENDED					
Gross Wages and NI		-	100,622	100,622	78,287
Project Activities		38,178	178,561	216,739	114,789
Events		-	12,921	12,921	1,965
Equipment & Supplies		-	1,201	1,201	1,908
Travel Training & Expenses		-	5,010	5,010	1,417
Printing & Marketing		-	1,740	1,740	1,154
Donations		5,000	48,419	53,419	5,570
Rent, Insurance & Overheads		-	9,627	9,627	11,833
Legal and professional		-	215	215	2,940
Other		-	1,258	1,258	13,633
TOTAL RESOURCES EXPENDED		43,178	359,574	402,752	233,496
Net incoming/outgoing resources before transfers					
Transfers between Funds		-	71,623	71,623	171,038
Other recognised gains/(losses)		-	-	-	-
NET MOVEMENT IN FUNDS		-	71,623	71,623	171,038
Total Funds Brought Forward		77,584	298,207	375,791	204,753
TOTAL FUNDS CARRIED FORWARD	9	77,584	369,830	447,414	375,791

GIVE A GIFT

BALANCE SHEET AS AT 31st MARCH 2023

	Notes	2023	2022
		£	£
FIXED ASSETS			
Tangible Assets	5	-	-
CURRENT ASSETS			
Reserves Account	6	147,000	150,000
Designated Funds		100,000	-
Cash at bank and in hand		<u>204,055</u>	<u>230,101</u>
Creditors: Amounts falling due within one year	7	<u>(3,641)</u>	<u>(4,310)</u>
Net Current Assets		447,414	204,753
Net Assets		<u>447,414</u>	<u>375,791</u>
Funds			
Total Funds	9	447,414	375,791
TOTAL FUNDS		<u>447,414</u>	<u>375,791</u>

The financial statements were approved by the board and signed on its behalf by;

M Zaman

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Mr M Zaman
Trustee

Date: 2nd October 2023

Charity number: 1176262

**GIVE A GIFT
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31st MARCH 2023**

1. ACCOUNTING POLICIES

Basis of Accounting

- (a) The Accounts have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities and follow the recommendations in *Accounting and Reporting by Charities: Statement of Recommended Practice* issued in (SORP 2005).

Incoming Resources

- (b) Voluntary income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when receivable.

Income from school fees represents fees earned in respect of the provision of education to pupils during the year.

Income from investments is included in the year in which it is receivable.

Resources Expended

- (c) Resources expended are recognised in the period in which they are incurred. Resources expended include attributable VAT which cannot be recovered.

Tangible fixed assets and depreciation

- (d) Depreciation has been provided at the following rates in order to write off the assets over their estimated useful lives.

Fixtures & Fittings

- (e) No depreciation is charged in respect of buildings which are included at cost.

Fund accounting

- (f) Restricted Funds are donations and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

Grants Breakdown

Leeds Christian Community Trust	100,000
Islamic Relief	76,466
Voluntary Action Leeds	29,000
Community Foundation	28,360
Leeds City Council	28,030
LCC Healthy Schools	20,000
Leeds United Foundation	13,500
Peace Matters	13,000
Other Grants	27,012
Total Grants	335,368

2. STAFF NUMBERS

The average weekly number of employees during the year, calculated based on 3.5 FTE Equivalent.

3. STAFF COSTS

	2023	2022
Gross wages and Employers NI	100,622	78,287
	<u>100,622</u>	<u>78,287</u>

No Trustees have received remuneration or had expenses met by the Charity.
There are no employees with emoluments above £60,000.

4. NET INCOMING RESOURCES FOR THE YEAR

This is stated after charging:

	2023	2022
Trustees' remuneration	Nil	Nil
Examiners' fee		
	<u>400</u>	<u>400</u>

5. TANGIBLE FIXED ASSETS

	Freehold Property	Fixtures & Fittings	Total
Cost			
At 1 st April 2022	-	-	-
Additions	-	-	-
At 31 st March 2023	-	-	-
Depreciation			
At 1st April 2022	-	-	-
Charge for the year	-	-	-
At 31st March 2023	-	-	-
Net Book Value			
31 st March 2023	-	-	-
31 st March 2022	-	-	-

6. RESERVES

	2023	2022
Reserves accounts (6 Months running costs)	147,000	150,000
	<u>147,000</u>	<u>150,000</u>

7. CREDITORS: Amounts falling due within one year

	2023	2022
Other creditors	3,641	4,310
	<u>3,641</u>	<u>4,310</u>

8. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	2023	2022
	£	£
Tangible Fixed Assets	-	-
Current Assets	451,055	380,101
Current Liabilities	(3,641)	(4,310)
Net Assets 31 March 2023	<u>447,414</u>	<u>375,791</u>

9. MOVEMENT IN FUNDS

	At 1st April 2022 £	Incoming Resources £	Outgoing Resources £	Transfers £	At 31st March 2023 £
Restricted Funds					
Unrestricted funds	77,584	43,178	43,178		77,584
Charity Restricted funds	298,207	431,197	359,574	-	369,830
Total Funds	<u>375,791</u>	<u>370,614</u>	<u>227,838</u>	<u>-</u>	<u>447,414</u>

Purposes of Restricted Funds

The restricted funds represent funds which trustees are to use in accordance with the purpose outlined in the grant agreement and for the specified cause outlined in the fundraising campaigns run throughout the financial year.