

**The Oxford Food Hub Ltd  
(previously the Oxford Food Bank)**

**Company number : 06719987  
Charity number : 1131738**

**Unaudited Financial Statements**

**for the year ended**

**31st October 2020**

**Wenn Townsend**

**Chartered Accountants**

**Oxford**

## **The Oxford Food Hub Ltd**

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**The Oxford Food Hub Ltd**

**Legal and Administration Information  
for the year ended 31st October 2020**

**Charity Registration Number:** 1131738

**Company Registration Number:** 06719987

**Trustees**

Mr J Boylan (Chair)  
Mr N Heaven (Treasurer)  
Mrs D Lewis  
Mr R Hopestone  
Mr H Fletcher  
Mr P Taylor  
Mr M Lebus  
Ms R Thompson  
Ms R Koya (appointed 09/10/2020)  
Mr P Medley (resigned 23/04/2021)

**Company Secretary**

Mr N Heaven

**Registered Office**

30 Bankside Court  
Stationfields  
Kidlington  
Oxfordshire  
OX5 1JE

**Principal Office**

Unit 12 Curtis Industrial Estate  
North Hinksey Lane  
Botley  
Oxford  
OX2 0LX

**Bankers**

HSBC  
267 Prama House  
Banbury Road  
Oxford  
OX2 7HY

**Independent Examiner**

G L Cole BA FCA  
Wenn Townsend  
Chartered Accountants  
30 St Giles  
Oxford  
OX1 3LE

## **The Oxford Food Hub Ltd**

### **Trustees' Report for the year ended 31st October 2020**

The Trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31st October 2020. The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102).

#### **Our aims and objectives**

Our charity's objects as set out in the Memorandum of Association and registered with the Charity Commission are (1) the relief of sick – poor living in the county of Oxfordshire and surrounding area either generally or individually through the provision of grants, goods or services, (2) the advancement of education and training for the public in nutritional, food hygiene practice, environmental issues and in the need of poor and marginalized people, and (3) the protection and preservation of the environment for the public benefit by the promotion of waste reduction, use of recycled products and the use of surplus

In pursuing our charitable objectives our strategic goals are to:

- Reduce food waste: encourage recycling and the use of surplus
- Work with others to tackle food poverty: in Oxfordshire and surrounding areas through support and services
- Provide education and training: in nutrition, food and environmental issues

#### **Ensuring our work delivers our aims**

The aims, objectives and activities of the charity are reviewed on a regular basis. The review helps us to ensure our aims, objectives and activities remain focused on our stated purposes. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aim and objectives and in planning our future activities.

Oxford Food Hub is at the centre of surplus food redistribution in Oxfordshire. Our dedicated group of volunteers collect surplus food from wholesalers, supermarkets and other organisations and distribute this food to charities and community organisations. Everyone wins – we reduce food waste going to landfill and provide tasty fresh produce to those in need in Oxfordshire. We do not charge charities or suppliers for our work and are supported entirely by our donors.

#### **Our change of name – from Oxford Food Bank to Oxford Food Hub**

In February 2021, after carrying out a thorough review and consultation, we changed our name from Oxford Food Bank to Oxford Food Hub. We have always been at the centre of surplus food redistribution in Oxfordshire, distributing food so that other groups can do their important work supporting families, individuals and those in need. We don't work directly with individuals facing food poverty – but we work with a wide range of local groups and charities that do just that. That's why we need a name that is clearer about what we do: Oxford Food Hub. What we do has not changed at all. Our determination to prevent food waste and reduce food poverty remain the same – and our work remains more important than ever before.

We used the change to Oxford Food Hub as an opportunity to launch our new website and carry out a publicity campaign to highlight our contribution to tackling food waste and food poverty in Oxfordshire. The feedback from our supporters to our new name and new look has been very positive and provides us with a great base to further develop our work.

#### **How our activities deliver public benefit**

Our main activities and who we try to help are described below. All our charitable activities focus on the reduction of food waste and the provision of food to other organisations who can use the food for the disadvantaged in Oxford and Oxfordshire and are undertaken to further our charitable purposes for the public benefit.

## **The Oxford Food Hub Ltd**

### **Trustees' Report (continued) for the year ended 31st October 2020**

#### **Our activity during the year**

Now in its 11th year, Oxford Food Hub is at the centre of surplus food redistribution in Oxfordshire, providing food to over 150 charities. In 2020, we supplied over 600 tonnes of produce, to local charities and community groups. Everyone wins – we reduce food waste going into landfill and provide tasty fresh produce to those in need.

Throughout the year the Oxford Food Hub has worked to collect surplus fresh food from wholesalers, distributors and supermarkets in the Oxfordshire area. The majority of this food consists of fresh fruit and vegetables, dairy, and bakery produce which would otherwise end up in landfill. The food has then been delivered, usually seven days a week, to over 100 registered charities and 50 community groups including day centres for the homeless, night shelters, community centres, youth groups, refugee centres, children and family projects, soup kitchens, church groups, lunch groups for the elderly, and mental health projects. Just four examples are:

- 'Kitchen Collective': supplying cooked meals to those in need during the Covid-19 crisis. They have used surplus from Oxford Food Hub and delivered over 20,000 meals in the past year.
- 'Cherwell Larder': supporting over 450 people a week, many of them children, with food parcels in the Cherwell district.
- 'Oxford Community Action': focussing on Black, Asian and Minority Ethnic communities, supporting around 400 families a week.
- 'Waste2Taste': supporting food preparation workshops and cookery training by Waste2Taste who opened a small café close to Cowley Centre which allowed these workshops to be run from fixed premises.

Over 2020 we have worked to expand the number of food distributors, catering agencies and supermarkets that work with us and support our work. This included both universities in Oxford, small bakeries and manufacturers as well as most supermarket chains and several large food distributors.

We have supported the DEFRA & FareShare scheme distributing 200 tonnes of non-perishable food to charities and community groups.

Over the year we collected more than 600 tons of surplus produce which translates into more than £1.5m worth of food which can be brought back into the food chain and made available to people and organisations struggling to provide a good quality diet. This is the equivalent of around 20,000 meals a week. By keeping food out of landfill we save around five tons of CO2 every day. The very small amount of food (less than 5%) that cannot be delivered in time is taken free-of-charge to a local anaerobic digestion plant where it is converted into methane for electricity and compost.

In addition to the daily work of collecting and distributing surplus food we undertook a number of additional activities over the year. When national lockdowns forced the temporary (and often sudden) closure of non-essential businesses, we worked to ensure that nothing would go to waste. We collected food from sources as diverse as museum shops, tourist information centres, university college kitchens, vending machine companies, cinemas and theatres, as well as a wide range of shops, pubs and restaurants.

#### **Responding to the Coronavirus Crisis**

The outbreak of the Coronavirus crisis in the Spring of 2020 was, as for all organisations, a challenging time. Trustees took their responsibilities to staff, volunteers and beneficiaries very seriously and continued to meet via teleconferencing. In order to comply with Government requirements the base was closed for just under three weeks. During that time staff and volunteers deep-cleaned the base, continued to connect surplus food with potential beneficiaries and developed new procedures for operating under social distancing. The base was reopened after 3 weeks with a pool of 20 volunteer drivers supplying over 30 beneficiary groups.

## **The Oxford Food Hub Ltd**

### **Trustees' Report (continued) for the year ended 31st October 2020**

#### **Responding to the Coronavirus Crisis (continued)**

Supporters of our work continued to be extremely generous, donations increased and we were able to increase the support to several charities working directly with homeless people and other vulnerable groups. To make this possible we employed an additional full time worker at the Food Hub base to co-ordinate the extra numbers of newly formed community groups making collections. With many volunteers shielding we needed continuity of stock control which was only really possible through taking on a permanent employee.

As Government guidance changed we were able to re-start a full range of activity adapting working practices to ensure that the base was Covid secure. The Trustees and staff have kept activity under close review throughout this period and we are pleased that operations have been able to continue.

In considering the going concern status of the charity, the Trustees are confident that the charity can continue for 12 months from the date of signature of these accounts.

#### **Financial review**

During the year, the funds of the charity increased by £139,645 to £402,053 at the year end. The charity received the majority of its funds from private donors. These donations, together with grants made by charitable trusts, increased the income during the year by £65,432 (2019: £54,278).

The expenditure of the charity increased by £22,672 (2019: £966) during the year. Funds were at an historically high level at the end of October 2020, following the community inspired increase in donations during the pandemic. With additional donations received we were able to increase the direct support to charities working with homeless people and other vulnerable groups facing food poverty – and we were able to increase capacity through much needed investment for the future in both vehicles and premises.

Another key area we have improved our work is through entering a contract with eTapestry for a CRM data system to manage fundraising data and integrate donations with the website. This has been used as our main donation system from July 2020, and now enables us to capture contact and Gift Aid data on donors wherever appropriate. In future this will also be a tool for outreach and marketing, as we are building a GDPR-compliant list of donors who have asked to stay in contact with news of our work.

The Oxford Food Hub receives no government funding, so relies on charitable donations for all projects and core costs. Expenditure includes staff costs, rent and maintenance of the warehouse, servicing and insurances plus fuel for four transit vans in use 7 days a week and general office expenses.

#### **Investment policy**

Although the charity currently has cash in the bank, the Trustees have decided not to invest this on a long-term basis due to the imminent increase in expenditure. It has been decided to keep the money in a deposit account so that it is readily available if required.

#### **Reserves policy**

All charities are required to develop a policy on reserves which establishes a level that is right for the charity and clearly explains why holding these reserves is necessary. The Oxford Food Hub holds financial reserves to support the organisation through unforeseen events which may adversely affect income or expenditure within a financial year. Such funds will provide adequate working capital, cover unexpected shortfalls in income, and better enable the charity to cope with negative unforeseen circumstances.

The Trustees have set a reserves policy which requires reserves to be maintained at a level equivalent to nine months running costs. A proportion of those reserves are to be maintained in a readily realisable form. In this period we have been able to meet our reserves target.

The calculation of the required level of reserves is an integral part of the organisation's planning, budget and forecast cycle. It takes into account the risks associated with each stream of income and expenditure, planned activity level and future commitments.

## **The Oxford Food Hub Ltd**

### **Trustees' Report (continued) for the year ended 31st October 2020**

#### **Plans for 2020/2021**

The work of Oxford Food Hub remains as important as ever. Over the coming year we will be working to

- Expand the number and range of suppliers who work with us to reduce food waste
- Continue to supply a wide range of community organisations who can make good use of the food provided to serve their communities
- Continue to support our dedicated staff and volunteers
- Use the name change to the Oxford Food Hub to promote the organisation and raise awareness of our role in ending food waste and tackling food poverty
- Provide education and training in nutrition, food and environmental issues – including work together with Waste2Taste
- Develop our fundraising to underpin the future success of the charity

#### **Structure, governance and management**

The organisation is a charitable company limited by guarantee, incorporated on 9th October 2008 and registered as a charity on 22nd September 2009. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up, members are required to contribute an amount not exceeding £10.

For the first few years the charity was entirely run by volunteers but as we expanded operations, the co-ordination of the teams of volunteers became so crucial that we needed a dedicated and paid central co-ordinator. Food safety requirements are stringent, and it was no longer feasible to rely on volunteers to assume such high levels of responsibility. So in 2013 we employed 2 part-time co-ordinators to take responsibility for the smooth running of the daily collections and deliveries, oversee storage of food at the base, and ensure that we comply with all Food Safety and Hygiene regulations. Following more growth, the team now consists of a Manager taking overall responsibility, a full-time Operations Coordinator responsible for implementing daily schedules from the base, and a part-time Administrator to oversee monthly cash-flow and aspects of our fundraising activities in the local area.

#### **Contribution from volunteers**

One of the Oxford Food Hub's strongest assets is our 120-strong team of loyal and committed volunteers. Volunteers carry out at least one half day shift a week; many do more. Some of our volunteers have been with us from the very start, and there is a great 'feel-good' factor associated with the work and the communal endeavour fostering a strong team spirit. We estimate there were over 15,000 volunteer hours contributed over the year.

In recognition of our role in the community and the contribution of all our volunteers, the Charity was awarded the Queen's Award for Voluntary Services in July 2018. This was a magnificent reward for the many hours of unpaid labour our volunteers put in every week.

#### **Recruitment and appointment of directors and trustees**

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles. The process for the election of trustees is laid down in the Articles of Association.

The Trustees are appointed by the membership at our Annual General Meeting. One third of the Trustees must resign before the AGM (based on the length of service since first appointed) and offer themselves for re-election. Any member of the charity may also offer themselves for election as a Trustee. Following the Annual General Meeting the Board of Trustees will appoint a Chairman, Secretary and Treasurer as well as the directors of the company.

All Trustees give their time voluntarily and receive no benefits from the charity except for the reimbursement of expenses.

**The Oxford Food Hub Ltd**

**Trustees' Report (continued)  
for the year ended 31st October 2020**

**Responsibilities of the Board of Trustees**

Company Law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charitable company as at the balance sheet date and of the income and expenditure for the financial year. In preparing those financial statements the Trustees should follow best practice and:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- Prepare the financial statements on the going concern basis unless it is not appropriate to assume that the company will continue on that basis.

The Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. The Trustees are also responsible for safeguarding the assets of the charitable company and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In accordance with company law, as the company directors and trustees, we certify that:

- So far as we are aware, there is no relevant information of which the company's independent examiners are unaware; and
- As the directors of the company we have taken all the steps that we ought to have taken in order to make ourselves aware of any relevant information and to establish that the charity's independent examiners are aware of that information.

**Appointment of independent examiners**

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (FRS 102) and in accordance with the Special Provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by the Trustees on .....2021 and signed on its behalf by

**Chair of Trustees**



**J Boylan  
Chair of Trustees**



**The Oxford Food Hub Ltd**

**Independent Examiner's Report to the Trustees of The Oxford Food Bank**

I report to the charity trustees on my examination of the accounts of the company for the year ended 31st October 2020 which are set out on pages 8 to 14.

**Responsibilities and basis of report**

As the charity trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

**Independent examiner's statement**

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts 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
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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.

**G L Cole BA, FCA  
Wenn Townsend  
30 St Giles  
Oxford  
OX1 3LE**

..... 2021

**The Oxford Food Hub Ltd**

**Statement of Financial Activities  
(including income and expenditure account)  
for the year ended 31st October 2020**

	Notes	2020 Unrestricted Funds £	2020 Restricted Funds £	2020 Total Funds £	2019 Total Funds £
<b>Income from:</b>					
Donations		281,567	3,000	284,567	219,101
Investments	2	387	-	387	421
<b>Total income</b>		<b>281,954</b>	<b>3,000</b>	<b>284,954</b>	<b>219,522</b>
<b>Expenditure on:</b>					
Raising funds		4,941	-	4,941	2,152
Charitable activities – Food Bank	3	140,368	-	140,368	120,485
<b>Total expenditure</b>		<b>145,309</b>	<b>-</b>	<b>145,309</b>	<b>122,637</b>
<b>Net income</b>		<b>136,645</b>	<b>3,000</b>	<b>139,645</b>	<b>96,885</b>
<b>Reconciliation of funds:</b>					
<b>Total funds brought forward</b>		<b>250,053</b>	<b>12,355</b>	<b>262,408</b>	<b>165,523</b>
<b>Total funds carried forward</b>		<b>386,698</b>	<b>15,355</b>	<b>402,053</b>	<b>262,408</b>

In 2019, there was restricted income of £20,000 from donations. After expenditure of £7,645 on charitable activities, there was a surplus of £12,355 on restricted funds. There was no restricted fund balance at 1st November 2018.

All income and expenditure derive from continuing activities.

The statement of financial activities includes all gains and losses recognised during the year.

The notes on pages 10 to 14 form part of these financial statements

**The Oxford Food Hub Ltd**

**Balance Sheet  
31st October 2020**

	Notes	2020 £	2019 £
<b>Fixed Assets</b>			
Tangible assets	7	28,812	36,436
<b>Current Assets</b>			
Cash at bank and in hand		375,782	228,108
<b>Creditors</b>			
Amounts falling due within one year	8	(2,541)	(2,136)
<b>Net current assets</b>		<u>373,241</u>	<u>225,972</u>
<b>Net assets</b>		<u>402,053</u>	<u>262,408</u>
<b>Funds</b>			
Unrestricted funds		386,698	250,053
Restricted funds		15,355	12,355
<b>Total funds</b>		<u>402,053</u>	<u>262,408</u>

For the year ending 31st October 2020 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Trustees' responsibilities:

- the members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476;
- the trustees acknowledge their responsibilities for complying with the Act with respect to accounting records and the preparation of accounts.

The financial statements are prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the Board on ..... 2021 and signed on its behalf by

**N Heaven**  
Trustee

**Company Number: 06719987**

**The notes on pages 10 to 14 form part of these financial statements**

**The Oxford Food Hub Ltd**

**Notes to the Financial Statements  
for the year ended 31st October 2020 (continued)**

**1. Accounting policies**

**(a) General information and basis of information**

Oxford Food Bank is a charitable company limited by guarantee in England. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity. The address of the registered office is given in the charity information on page 1 of these financial statements. The nature of the charity's operations and principal activities are included in the trustees' report.

The charity constitutes a public benefit entity as defined by FRS 102.

The financial statements have been prepared in accordance with 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) issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and the Companies Act 2006.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. In considering the going concern status of the charity, the Trustees are confident that the charity can continue for 12 months from the date of signature of these accounts. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

**(b) Income recognition**

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income, the amount can be measured reliably, and it is probable that the income will be received.

No amount is included in the financial statements for volunteer time in line with the SORP (FRS 102). Further detail is given in the Trustees' Report.

**(c) Expenditure recognition**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as an expense against the activity for which expenditure arose.

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs, governance costs, administrative payroll costs. They are incurred directly in support of expenditure on the objects of the charity and include project management carried out at Headquarters. Where support costs cannot be directly attributed to particular headings they have been allocated to cost of raising funds and expenditure on charitable activities on a basis consistent with use of the resources.

**The Oxford Food Hub Ltd**

**Notes to the Financial Statements  
for the year ended 31st October 2020 (continued)**

**1. Accounting policies (continued)**

**(d) Tangible fixed assets**

Tangible fixed assets are stated at cost less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended.

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

Plant and machinery	-	25% reducing balance
Motor vehicles	-	25% reducing balance

**(e) Debtors and creditors receivable/payable within one year**

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

**(f) 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.

**(g) Taxation**

The charity is exempt from corporation tax on its charitable activities.

**(h) 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.

**(i) Pension costs and other post-retirement benefits**

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

**(j) Going concern**

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

**2. Income from investments**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Bank deposit interest	387	421
	<u>          </u>	<u>          </u>

**The Oxford Food Hub Ltd**

**Notes to the Financial Statements  
for the year ended 31st October 2020 (continued)**

**3a. Expenditure on charitable activities**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
<b>Support costs</b>		
Staff costs	64,733	53,636
Rent	12,250	12,250
Food purchases	2,476	-
Insurance	1,862	1,673
Light and heat	2,709	1,764
Telephone	601	540
Postage and stationery	129	489
Sundries	340	1,676
Motor expenses	19,260	24,712
Repairs and renewals	2,989	2,193
Depreciation of tangible fixed assets	9,621	12,151
Governance costs (see note 3b)	2,002	1,749
	<u>118,972</u>	<u>112,833</u>
Other	21,396	7,652
	<u>140,368</u>	<u>120,485</u>

**3b. Governance costs**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Subscriptions	562	274
Independent examiner's fees	1,440	1,475
	<u>2,002</u>	<u>1,749</u>

**4. Net income for the year**

Net income is stated after charging:

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Depreciation of tangible fixed assets	9,621	12,151
Operating leases - rent	<u>12,250</u>	<u>12,250</u>

**The Oxford Food Hub Ltd**  
**Notes to the Financial Statements**  
**for the year ended 31st October 2020 (continued)**

**5. Trustees' remuneration and expenses**

There was no trustees' remuneration or other benefits for the year ended 31st October 2020 nor for the year ended 31st October 2019.

There was no trustees' expenses reimbursed for the year ended 31st October 2020 nor for the year ended 31st October 2019.

**6. Staff costs**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Wages and salaries	58,956	48,186
Social security	4,621	4,356
Defined contribution pension costs	1,156	1,094
	<u>64,733</u>	<u>53,636</u>

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

<b>2020</b>	<b>2019</b>
3	2
<u>3</u>	<u>2</u>

No employees received total employee benefits (excluding employer pension costs) of more than £60,000.

**7. Tangible fixed assets**

	<b>Motor Vehicles £</b>	<b>Plant and Machinery £</b>	<b>Total £</b>
<b>Cost</b>			
At 1st November 2019	79,146	17,855	97,001
Additions	-	1,997	1,997
	<u>79,146</u>	<u>19,852</u>	<u>98,998</u>
At 31st October 2020	79,146	19,852	98,998
<b>Depreciation</b>			
At 1st November 2019	44,888	15,627	60,565
Charge for year	8,565	1,056	9,621
	<u>53,453</u>	<u>16,683</u>	<u>70,186</u>
At 31st October 2020	53,453	16,683	70,186
<b>Net book value</b>			
At 31st October 2020	<u>25,693</u>	<u>3,169</u>	<u>28,812</u>
At 31st October 2019	<u>34,258</u>	<u>2,178</u>	<u>36,436</u>

**The Oxford Food Hub Ltd**  
**Notes to the Financial Statements**  
**for the year ended 31st October 2020 (continued)**

**8. Creditors: amounts falling due within one year**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Accruals	1,440	1,440
Other tax and social security	1,101	696
	<u>2,541</u>	<u>2,136</u>

**9. Operating leases**

Total future minimum lease payments under non-cancellable operating leases are as follows:

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Not later than one year	12,250	12,250
Later than one and not later than five years	20,417	32,667
	<u>32,667</u>	<u>44,917</u>

**10. Analysis of funds**

Restricted funds relate to one donation received in the year to be used for Waste2Taste to provide cooking classes.

**11. Analysis of assets by funds**

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total 2020</b>	<b>Total 2019</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Fixed assets	28,812	-	28,812	36,436
Current assets	360,427	15,355	375,782	228,108
Creditors	(2,541)	-	(2,541)	(2,136)
	<u>386,698</u>	<u>15,355</u>	<u>402,053</u>	<u>262,408</u>

All 2019 funds were unrestricted.

**12. Related party transactions**

There were no related party transactions during the year (2019: £nil).



**The Oxford Food Hub Ltd**

**Detailed Statement of Financial Activities  
for the year ended 31st October 2020**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
<b><u>Income from:</u></b>		
Donations	284,567	219,101
<b><u>Investments:</u></b>		
Deposit account interest	387	421
<b>Total income</b>	<b>284,954</b>	<b>219,522</b>
<b><u>Expenditure on:</u></b>		
<b><u>Raising funds</u></b>		
Advertising and marketing	4,941	2,152
<b><u>Charitable activities</u></b>		
<b><u>Support costs</u></b>		
Staff costs	64,733	53,636
Rent	12,250	12,250
Food purchases	2,476	-
Insurance	1,862	1,673
Light and heat	2,709	1,764
Telephone	601	540
Postage and stationery	129	489
Sundries	340	1,676
Motor expenses	19,260	24,712
Repairs and renewals	2,989	2,193
Depreciation of tangible fixed assets	9,621	12,151
<b><u>Governance costs</u></b>		
Subscriptions	562	274
Independent examiner's fees	1,440	1,475
<b>Total support costs</b>	<b>118,972</b>	<b>112,833</b>
<b><u>Other</u></b>		
Cleaning	389	7
Waste2Taste	21,007	7,645
	<b>21,396</b>	<b>7,652</b>
<b>Total expenditure on charitable activities</b>	<b>140,368</b>	<b>120,485</b>
<b>Total expenditure</b>	<b>145,309</b>	<b>122,637</b>
<b>Net income</b>	<b>139,645</b>	<b>96,885</b>

This page does not form part of the statutory accounts.