

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 2021

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 2021

Charity Registration Number:	1131738
Company Registration Number:	06719987
Trustees	Ms D Lewis (Interim Chair) Mr N Heaven (Treasurer) Mr H Fletcher Mr R Hopestone Ms R Koya Mrs M Lebus Mr P Taylor Ms R Thompson Mrs E Tinker (appointed 24/01/22) Mr P Medley (resigned 23/04/21) Mr J Boylan (resigned 24/01/2022)
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 2021

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 2021. 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 2021

Our activity during the year

Now in its 12th year, Oxford Food Hub is at the centre of surplus food redistribution in Oxfordshire. We provide the equivalent of 20,000 meals a week to over 150 Oxfordshire charities, simply by collecting food destined for landfill. In 2020/21 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. 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, seven days a week, to over 100 registered charities and 50 other community groups including day centres for the homeless, night shelters, refugee groups community centres, youth groups, groups addressing rural poverty, children and family projects, soup kitchens, church groups, lunch groups for the elderly, and mental health projects. Just four examples are:

- Supporting the growth of local community larder and food banks across the county including the 'Cherwell Larder': supporting over 450 people a week, many of them children, with food parcels in the Cherwell district.
- Continuing to supply the 'Kitchen Collective' providing 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.
- Providing all the food for the 500 guests at Christmas Day event for people from a wide range of community groups at the Kings Centre.
- Working in partnership with 'Waste2Taste' supporting food preparation workshops and cookery training

In 2020/21 we expanded 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, cinemas, pubs 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.

The 600 tonnes of surplus produce which we redistribute 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. By keeping food out of landfill we save around five tonnes 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.

And in a step to further reduce our own environmental impact we modernised our fleet of vehicles with a move away from diesel. First with a hybrid van which turned out to be a great success and now we have taken the leap and invested in a fully electric van to comply with the Oxford city centre Zero Emission Zone.

Responding to the Coronavirus Crisis

The Coronavirus crisis continued through 2021/22 and brought many additional challenges. Trustees took their responsibilities to staff, volunteers and beneficiaries very seriously and continued to meet via teleconferencing. We reviewed all our operational activity to ensure it was in line with government and health guidance. We engaged with new charities and groups (including refugee groups) that emerged during this time. And we used our funds to ensure that those groups most in need (like the Gatehouse project providing emergency help to homeless people) continued to be supplied with the food they need.

The Oxford Food Hub Ltd

Trustees' Report (continued) for the year ended 31st October 2021

Responding to the Coronavirus Crisis (continued)

Supporters of our work have continued to be extremely generous and this meant we were able to increase the support to several charities working directly with homeless people and other vulnerable groups. We also increased our staffing to enable us to sustain this support and manage our expanded level of operation. We now employ four staff in a range of part-time and full-time roles.

In considering the status of the organisation as a 'going concern' the Trustees have every confidence 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 £63,239 (2020: £139,645) to £465,292 (2020: £402,053) at the year end. The charity received the majority of its funds from private donors. The increase in donations, together with grants made by charitable trusts, meant that our overall income increased £14,598 (2020: £65,432) to £299,552 (2020: £284,954).

The expenditure of the charity also increased by £91,004 (2020: £22,672) to £236,313 (2020: £145,309). Funds were at an historically high level at the end of October 2021, following the community inspired increase in donations during the pandemic. With additional donations received we were able to increase our direct support to charities and vulnerable groups facing food poverty. And we were able to increase capacity through much needed investment in more environmentally friendly vehicles and additional 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 general office expenses, staff costs, rent and maintenance of our two warehouses, running and maintenance of our cold and freezer rooms, our insurance, plus servicing costs and fuel for our transit vans (now including one hybrid and one fully electric vehicle) in use 7 days a week.

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 an interest bearing 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 2021

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
- Make the most of the new freezer facility to enable the safe collection and distribution of meat and dairy produce
- Continue to support our dedicated staff and volunteers
- Improve our marketing and 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 in schools and more work with Waste2Taste
- Review our staffing needs and strengthen our governance through bringing in additional expertise to the Trustee Board
- Develop our fundraising to underpin the future success of the charity (including being a charity partner for the Oxford Half Marathon in 2022).

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. 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. We now employ four staff including a part time Manager, a full-time Operations Coordinator and an administrator/ outreach co-ordinator.

Contribution from volunteers

One of the Oxford Food Hub's strongest assets is our team of eighty 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.

Departing Trustees

In this report we want to note our appreciation for the work of Paul Medley and James Boylan. Both Paul and James were long-standing Trustees (and previous Chairs of the organisation). Both stepped down this year but their commitment over many years to the Oxford Food Hub helped it grow and flourish and placed it firmly at the centre of food distribution in Oxfordshire.

The Oxford Food Hub Ltd

Trustees' Report (continued) for the year ended 31st October 2021

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.

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.

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 on2022 and signed on its behalf by

D Lewis
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 2021 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**

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The Oxford Food Hub Ltd

**Statement of Financial Activities
(including income and expenditure account)
for the year ended 31st October 2021**

	Notes	2021 Unrestricted Funds £	2021 Restricted Funds £	2021 Total Funds £	2020 Total Funds £
Income from:					
Donations		299,416	-	299,416	284,567
Investments	2	36	-	36	387
Total income		299,452	-	299,452	284,954
Expenditure on:					
Raising funds		7,725	-	7,725	4,941
Charitable activities – Food Bank	3	224,065	6,761	230,826	140,368
Total expenditure		231,790	6,761	238,551	145,309
Net income / (expenditure)		67,662	(6,761)	60,901	139,645
Reconciliation of funds:					
Total funds brought forward		386,698	15,355	402,053	262,408
Total funds carried forward		454,360	8,594	462,954	402,053

In 2020, there was restricted income of £3,000 from donations. There was no expenditure on restricted funds activities, so there was a surplus of £3,000 on restricted funds. The restricted fund balance at 1st November 2019 of £12,355 therefore increased to £15,355 at 31st October 2020.

All income and expenditure derives 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 2021**

	Notes	2021 £	2020 £
Fixed Assets			
Tangible assets	7	108,870	28,812
Current Assets			
Cash at bank and in hand		357,472	375,782
Creditors			
Amounts falling due within one year	8	(3,388)	(2,541)
Net current assets		<u>354,084</u>	<u>373,241</u>
Net assets		<u><u>462,954</u></u>	<u><u>402,053</u></u>
Funds			
Unrestricted funds		454,360	386,698
Restricted funds		8,594	15,355
Total funds		<u><u>462,954</u></u>	<u><u>402,053</u></u>

For the year ending 31st October 2021 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 2022 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 2021 (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 2021 (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

	2021 £	2020 £
Bank deposit interest	36	387

The Oxford Food Hub Ltd

Notes to the Financial Statements
for the year ended 31st October 2021 (continued)

3a. Expenditure on charitable activities

	2021	2020
	£	£
Support costs		
Staff costs	92,422	64,733
Rent	12,250	12,250
Food purchases	28,067	2,476
Insurance	2,522	1,862
Light and heat	3,434	2,709
Telephone	892	601
Postage and stationery	768	129
Sundries	480	340
Motor expenses	27,434	19,260
Repairs and renewals	6,339	2,989
Depreciation of tangible fixed assets	37,069	9,621
Loss on disposal of tangible fixed assets	2,238	-
Governance costs (see note 3b)	9,684	2,002
	<u>223,599</u>	<u>118,972</u>
Other	7,227	21,396
	<u>230,826</u>	<u>140,368</u>

3b. Governance costs

	2021	2020
	£	£
Subscriptions	4,738	562
Independent examiner's fees	1,440	1,440
Legal and surveyors fees	3,506	-
	<u>9,684</u>	<u>2,002</u>

4. Net income for the year

Net income is stated after charging:

	2021	2020
	£	£
Depreciation of tangible fixed assets	37,069	9,621
Loss on disposal of tangible fixed assets	2,238	-
Operating leases - rent	12,250	12,250

The Oxford Food Hub Ltd

**Notes to the Financial Statements
for the year ended 31st October 2021 (continued)**

5. Trustees' remuneration and expenses

There was no trustees' remuneration or other benefits for the year ended 31st October 2021 nor for the year ended 31st October 2020.

There were no trustees' expenses reimbursed for the years ended 31st October 2021 and year ended 31st October 2020.

6. Staff costs

	2021	2020
	£	£
Wages and salaries	83,838	58,956
Social security	6,957	4,621
Defined contribution pension costs	1,627	1,156
	<u>92,422</u>	<u>64,733</u>

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

2021	2020
<u>4</u>	<u>3</u>

No employees received total employee benefits (excluding employer pension costs) of more than £60,000 in either the current or preceding year.

7. Tangible fixed assets

	Motor Vehicles £	Plant and Machinery £	Total £
Cost			
At 1st November 2020	79,146	19,852	98,998
Additions	111,711	7,754	119,465
Disposals	(13,140)	-	(13,140)
	<u>177,717</u>	<u>27,606</u>	<u>205,323</u>
At 31st October 2021			
Depreciation			
At 1st November 2020	53,453	16,733	70,186
Charge for year	34,351	2,718	37,069
Eliminated on disposals	(10,802)	-	(10,802)
	<u>77,002</u>	<u>19,451</u>	<u>96,453</u>
At 31st October 2021			
Net book value			
At 31st October 2021	<u>100,715</u>	<u>8,155</u>	<u>108,870</u>
At 31st October 2020	<u>25,693</u>	<u>3,169</u>	<u>28,812</u>

The Oxford Food Hub Ltd

**Notes to the Financial Statements
for the year ended 31st October 2021 (continued)**

8. Creditors: amounts falling due within one year

	2021	2020
	£	£
Accruals	1,440	1,440
Other tax and social security	1,948	1,101
	<u>3,388</u>	<u>2,541</u>

9. Operating leases

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

	2021	2020
	£	£
Not later than one year	12,250	12,250
Later than one and not later than five years	58,187	20,417
	<u>70,437</u>	<u>32,667</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

	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
	£	£	£	£
Fixed assets	108,870	-	108,870	28,812
Current assets	348,878	8,594	357,472	375,782
Creditors	(3,388)	-	(3,388)	(2,541)
	<u>454,360</u>	<u>8,594</u>	<u>462,954</u>	<u>402,053</u>

All 2020 funds were unrestricted, except for an amount of restricted funds of £15,355 represented by current assets.

12. Related party transactions

There were no related party transactions during the year (2020: £nil).

The Oxford Food Hub Ltd

**Detailed Statement of Financial Activities
for the year ended 31st October 2021**

	2021	2020
	£	£
<u>Income from:</u>		
Donations	299,416	284,567
Investments:		
Deposit account interest	36	387
	<hr/>	<hr/>
Total income	299,452	284,954
	<hr/>	<hr/>
<u>Expenditure on:</u>		
<u>Raising funds</u>		
Advertising and marketing	7,725	4,941
<u>Charitable activities</u>		
Support costs		
Staff costs	92,422	64,733
Rent	12,250	12,250
Food purchases	28,066	2,476
Insurance	2,522	1,862
Light and heat	3,434	2,709
Telephone	892	601
Postage and stationery	768	129
Sundries	480	340
Motor expenses	27,433	19,260
Repairs and renewals	6,339	2,989
Depreciation of tangible fixed assets	37,069	9,621
Loss on disposal of tangible fixed assets	2,238	-
Governance costs		
Subscriptions	4,738	562
Independent examiner's fees	1,440	1,440
Legal and surveyors fees	3,506	-
	<hr/>	<hr/>
Total support costs	223,599	118,972
Other		
Cleaning	466	389
Waste2Taste	6,761	21,007
	<hr/>	<hr/>
	7,227	21,396
	<hr/>	<hr/>
Total expenditure on charitable activities	230,826	140,368
	<hr/>	<hr/>
Total expenditure	238,551	145,309
	<hr/>	<hr/>
Net income	60,901	139,645
	<hr/>	<hr/>

This page does not form part of the statutory accounts.