



**TRUSTEES' REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED  
31 MARCH 2021**



**For people who are Homeless :**

Meals \* Shelter \* Sandwich Run

**For people who are in Poverty :**

Foodbank \* Meals \* School Breakfasts

**Volunteer Opportunities :**

Adults \* Teenagers \* Schools \* Businesses

## **Financial Statement for the year ended 31 March 2021**

### **Contents**

	<b>Page</b>
Charity information	3
Trustees' report	4-8
Statement of Financial Activities	9
Balance sheet	10
Notes to the accounts	11-13
Independent Examiner's Report	14-15

## **Trustees' Report for the year ended 31 March 2021**

### **CHARITY INFORMATION**

TRUSTEES	Lester Tanner (Chair) Debbie Gee Nigel Cohen (Secretary) Sue Brett (Resigned 13/03/21)
FOUNDER PATRON	Sue Brett BEM
REGISTERED NAME	Foodshare
REGISTERED OFFICE	Chalk Pit Nursery Chalk Pit Lane Burnham, Bucks SL1 8NH
REGISTERED CHARITY NO	1142868
CONTACT DETAILS	e: <a href="mailto:info@foodshare.today">info@foodshare.today</a> w: <a href="http://www.foodshare.today">www.foodshare.today</a>
BANKERS	Metro Bank 2-24 Farnham Road, Slough, SL1 3TA  HSBC, Maidenhead Branch 35 High St, Maidenhead, SL6 1JQ
INDEPENDENT EXAMINER	James Peck (FCA) 40 Cranbrook Drive Maidenhead, Berkshire SL6 6SB

## **Trustees' Report for the year ended 31 March 2021**

The trustees present their report with the financial statements of the charity for the year to 31 March 2021. The financial statements have been prepared in accordance with the accounting policies set out in note 2 to the accounts and comply with the charity's trust deed, the Charities Act 2011 and 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 on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

### **REFERENCE AND ADMINISTRATIVE DETAILS**

The Charity was set up by Deed of Trust on 12 July 2011. Its reference and administrative details are set out on page 3.

### **STRUTURE, GOVERNANCE AND MANAGEMENT**

#### **Governing Document**

The Charity is a Trust, governed by a Trust Deed dated 12 July 2011.

#### **Recruitment and appointment of new trustees**

Under the Deed, one third of the trustees must retire by rotation every year and are immediately eligible to be reappointed by the remaining trustees.

#### **Risk Management**

The Trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

### **OBJECTIVES**

#### **Objectives and Aims**

The principal objectives of the Charity are to promote and protect the physical and mental health and wellbeing of people who are homeless, elderly, living in poverty, who have a drug or alcohol dependency or who are in some other way socially or economically disadvantaged in Berkshire or Buckinghamshire.

## Trustees' Report for the year ended 31 March 2021

### ACTIVITIES AND ACHIEVEMENTS

This year has been dominated by the COVID19 pandemic. We switched from providing restaurant-style meals for people who are homeless to take-away food. We switched from collections of food from the foodbank to delivery and back again several times to reflect the changing nature of the risks to the people we support. We saw a huge increase in demand for food, rising from providing 300 people per week to 800 over the course of three weeks. We received a huge increase in support, both from volunteers and through monetary donations. We want to reach out, in particular, to this massive army of volunteers and supporters who have delivered support and funds that we never imagined might be possible. Their hard work and unrelenting determination to ensure we could continue to meet all the demand during the pandemic has been inspirational and, at times, heroic. We have an almost stratospheric level of admiration, gratitude and love for so many of the wonderful residents and businesses in and around Maidenhead who came out to help at a time of of such deep need.

The charity's activities include:

#### a) People who are Homeless

- During the year, we were forced to stop serving meals and sandwiches. Instead, we provided food and drinks for people who are homeless. Each week we provided bags of food in total to between 15-25 people. This equated to a little under bags 1,000 during the year, or around 5,000 days of food.

#### b) People who are in Poverty

- **Foodbank:** We provided fresh and non-perishable food to people who are unable properly to feed themselves or their families every day. Each distribution aims to provide sufficient food to feed a family of four for three days. During the year, we distributed food to 7,044 households (2020: 5,901), providing around 423,000 meals (2020: 212,000). The majority of food we distributed was donated. During the year, we spent £19,564 (2020: £13,591) on food.
- **Fruit and Vegetables:** Some of our distribution centres are geared up to provide fresh fruit and vegetables. At the other centres, we provide a £5 voucher which can be redeemed at participating organisations that sell fruit and vegetables. This ensures the vouchers can only be used to buy nutritious food. During the year, we spent £1,301 (2020: £4,540) on fruit and vegetables, which is included within the total Foodbank in the preceding paragraph.

## **Trustees' Report for the year ended 31 March 2021**

- **Schools Support:** We provide food support to several schools directly, and to their families in need of support.

We also provide deodorants and sanitary pads/tampons and other supplies of personal hygiene for teenagers. This provided invaluable support for children who would otherwise be without access to this most basic need.

Most of the food and equipment is donated. This year, we spent £164 on school meals and hygiene packs (2020: £611).

- **Holiday Hunger:** During the school holidays, children whose school provides them with hot lunches are left to fend for themselves. We now provide hungry holiday meals once a week for school children on support, and their families. We typically feed between 60-80 people per meal. This year, we spent £289 on these meals (2020: £636).

## **FINANCIAL REVIEW**

The Statement of Financial Activities is set out on page 9 and Balance Sheet on page 10.

### **Reserves policy**

The Trustees have a policy to retain sufficient reserves to meeting anticipated expenditure and other outgoings for the coming year after taking account of forecasts of income levels they believe to be reasonably assured. We aim to have sufficient reserves to allow us to buy food for the demand for food we project for the coming six months, in addition to reserves for specific initiatives either planned or being considered. During the COVID pandemic, we were forced to move premises twice. It caused enormous disruption to our systems. So were in awe of a huge number of people who volunteered to help with the move. It meant we were able to move without any interruption whatsoever to our food collections/deliveries.

This year, the Trustees decided to retain additional funds with a view to purchasing our own premises to provide a greater level of security and continuity. We have set up and are building a discretionary designated reserve to build up funds to secure our own permanent premises if a suitable property comes onto the market.

## **Trustees' Report for the year ended 31 March 2021**

### **Reserves**

As at 31 March 2021, we had unrestricted general reserves of £14,975 (2020: £26,992) and unrestricted designated property reserve of £368,003 (2020: £70,000). We had restricted reserves of £4,891 (2020: £111), making a total of £387,869 (2020: £97,103).

### **RISK ASSESSMENT**

The Trustees have carried out a risk assessment during the year and are satisfied that the systems are in place commensurate to the level of risks.

There are four major risks which the Trustees have identified.

We do not receive regular financial support from any organisation or government body. We continually review our finances. We avoid high profile or aggressive fund raising activities, seeking instead a large numbers of small donors to protect us against over-dependence on a single source of income.

All support for Foodshare comes from unpaid volunteers. We do not have the same level of control over volunteers as commercial organisations who employ staff. We regularly monitor our procedures to mitigate the risk of breach of legal obligations due to lack of awareness, or lack of control of our volunteers. At present, the legal environment does not compare the potential risk to the health and safety of people who are helped by Foodshare with the probable risk of their not being helped. The Trustees are continually balancing the needs of the people we help with the legal risks associated with helping people in poverty.

It is difficult to evaluate the degree of poverty of everyone we help. We take great care to establish that people we help are in need of help, either by gaining first hand knowledge of their circumstances, or by working with local charities and government bodies who have first hand knowledge of people requesting help. Our primary control is to work with around 60 different organisations who refer people to us for help. Each organisation has direct contact with the everyone they refer to us, and are best place to judge their needs. We occasionally provide food directly to people in cases of immediate need, where we assess there is not enough time for the request through to be processed through the normal channels.

We comply with all health and safety requirements relating to food hygiene. Our procedures are inspected regularly. All our cooks are required to reach minimum food

## **Trustees' Report for the year ended 31 March 2021**

hygiene standards/qualifications. As with all organisations that prepare or provide food, we have a number of procedures in place to identify and mitigate the risk of unfit food being distributed.

### **VALUES-BASED CHARITY**

We are a values based charity. That means we based our activities on explicit values. Our values have been developed with input from our entire base of volunteers, recipients and Trustees. Our values are listed on our website.

Our defining ethos is that we treat everyone with whom we engage with unconditional respect, kindness and compassion.

Approved by order of the board of trustees on 11 May 2021 and signed on its behalf by:

Lester Tanner  
Chair



## Statement of Financial Activities for the year ended 31 March 2021

		Unrestricted Funds	Designated Funds	Restricted Funds	Total Funds 2021	Total Funds 2020
	Notes	£	£	£	£	£
<b>Incoming resources</b>						
<i>Income and endowments from:</i>						
Donations and Legacies	3	342,219	-	9,592	351,811	54,926
Interest		21	-	-	21	-
		<u>342,240</u>	<u>-</u>	<u>9,592</u>	<u>351,832</u>	<u>54,926</u>
<b>Resources expended</b>						
<i>Expenditure on charitable activities</i>						
Charitable activities	4	47,026	-	4,812	51,838	18,958
Raising funds	5	-	-	-	-	6
Governance	5	35	-	-	35	113
Support costs	5	9,193	-	-	9,193	749
		<u>56,254</u>	<u>-</u>	<u>4,812</u>	<u>61,066</u>	<u>19,826</u>
<b>Net Movement in Funds</b>		<b><u>285,986</u></b>	<b><u>-</u></b>	<b><u>4,780</u></b>	<b><u>290,766</u></b>	<b><u>35,100</u></b>
<b>Reconciliation of Funds</b>						
Total funds brought forward		26,992	70,000	111	97,103	62,003
Net Movement in Funds		285,986	-	4,780	290,766	35,100
Reserve Transfers		(298,003)	298,003	-	-	-
<b>Total funds carried forward</b>		<b><u>14,975</u></b>	<b><u>368,003</u></b>	<b><u>4,891</u></b>	<b><u>387,869</u></b>	<b><u>97,103</u></b>

The notes on pages 11 to 13 form part of these financial statements.

## Balance Sheet as at 31 March 2021

	Unrestricted Funds	Designated Funds	Restricted Funds	Total Funds 2021	Total Funds 2020
	£	£	£	£	£
<b>Current Assets</b>					
Debtors: Gift Aid	1,462	-	-	1,462	1,710
Cash at bank	13,513	368,003	4,891	386,407	95,393
<b><i>Total net assets</i></b>	<b>14,975</b>	<b>368,003</b>	<b>4,891</b>	<b>387,869</b>	<b>97,103</b>
 <b>Funds of the Charity</b>					
Funds	14,975	368,003	4,891	387,869	97,103

The notes on pages 11 to 13 form part of these Financial Statements.

The financial statements were approved by the Trustees on 11 May 2021.

Lester Tanner  
Chair

Nigel Cohen  
Trustee

## **Notes to the financial statements for the year ended 31 March 2021**

### **1. BASIS OF ACCOUNTING**

The charity constitutes a public benefit entity as defined by FRS102.

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts.

The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014, and with the Charities Act 2011.

The charity has taken advantage of the provision in the SORP for charities applying FRS102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

### **2. ACCOUNTING POLICIES**

The accounts present a true and fair view, and the accounting policies adopted are those outlined below.

#### **Recognition of income**

These are included in the Statement of Financial Activities (SoFA) when the charity becomes entitled to the resources.

#### **Grants and donations**

Grants and donations are only included in the SoFA when the general income recognition criteria are met.

#### **Tax reclaims on donations**

Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

#### **Restricted funds**

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.

## Notes to the financial statements for the year ended 31 March 2021

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

### Offsetting

There has been no offsetting of assets and liabilities, or income and expenses.

### 3. ANALYSIS OF INCOME

Income for the year comprised:

	Unrestricted	Restricted	Total 2021	Total 2020
	£	£	£	£
Donations	342,219	9,592	351,811	54,926
<i>Total donations</i>	<u>342,219</u>	<u>9,592</u>	<u>351,811</u>	<u>54,926</u>

Donations include receipts of gift aid of £21,562 (2020: £3,504).

### 4. CHARITABLE EXPENDITURE

Charitable expenditure for the year comprised:

	Unrestricted	Restricted	Totals 2021	Totals 2020
	£	£	£	£
Foodbank				
Food	20,865	3,025	23,890	6,054
Equipment	13,589	-	13,589	2,093
Premises	10,061	-	10,061	2,394
Payroll	840	-	840	2,430
Other	274	-	274	620
<i>Sub-total</i>	<u>45,629</u>	<u>3,025</u>	<u>48,654</u>	<u>13,591</u>
Homeless Meals	945	-	945	3,478
Community Meals	288	-	288	636
School Meals/Supplies	164	1,143	1,307	41
Sandwich Run	-	-	-	611
Shelter	-	644	644	601
Total per Statement of Financial Affairs	<u>47,026</u>	<u>4,812</u>	<u>51,838</u>	<u>18,958</u>

## Notes to the financial statements for the year ended 31 March 2021

### 5. ANALYSIS OF EXPENDITURE

Expenditure for the year comprised:

	2021	2020
	£	£
<i>Governance</i>		
Statutory fees	35	113
	<b>35</b>	<b>113</b>
	2021	2020
	£	£
<i>Fundraising</i>		
Purchase of buckets	-	6
	<b>-</b>	<b>6</b>
	2021	2020
	£	£
<i>Support costs</i>		
Interest and credit card charges	2,522	149
Volunteer Welfare	595	-
Insurance	522	-
Computer Expenses	5,442	350
Telephone	112	-
Other	-	250
	<b>9,193</b>	<b>749</b>

### 6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 (2020: £nil).

During the year, the charity commissioned Digital Glacier to upgrade the charity's computer system that managed the Foodbank. The company is one in which our trustee Nigel Cohen's daughter has an interest. During the year, the charity paid £5,000 to the company, which was charged at a 50% discount on its normal rates. Nigel Cohen was not involved in any of the discussions with Digital Glacier about the decision about whether to use the charity or about the rates charged and obtains no personal benefit from this contract.

## **Independent Examiner's Report for the year ended 31 March 2021**

I report on the Trustees' Report, Accounts and Notes of the Trust for the year ended 31st. March 2021 as set out on pages 9 - 13.

### **Respective responsibilities of Trustees and Independent Examiner**

The charity's Trustees are responsible for preparing the accounts. The charity's Trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to :

- Examine the accounts under section 145 of the 2011 Charities Act
- Follow the procedures laid down in general directions given by the Charity Commission under section 145(5)(b) of the 2011 Charities Act and
- state whether particular matters have come to my attention.

### **Basis of Independent Examiner's Statement**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

### **Independent Examiner's Statement**

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

- (i) accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- (ii) the accounts do not accord with those records; or
- (iii) the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.



## **Independent Examiner's Report for the year ended 31 March 2021**

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.

J. E. Peck, FCA

40 Cranbrook Drive  
Maidenhead  
Berkshire SL6 6SB

12 May 2021