



**TRUSTEES' REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED  
31 MARCH 2022**



Providing food for people  
who are unable to afford to eat properly  
without support

## **Financial Statement for the year ended 31 March 2022**

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## **Trustees' Report for the year ended 31 March 2022**

### **CHARITY INFORMATION**

TRUSTEES	Lester Tanner (Chair) Debbie Gee Nigel Cohen (Secretary)
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.charity">info@foodshare.charity</a> w: <a href="http://www.foodshare.charity">www.foodshare.charity</a>
BANKERS	Metro Bank, Slough, SL1 3TA HSBC, Maidenhead, SL6 1JQ Unity Trust Bank, Birmingham B1 2JB
INDEPENDENT EXAMINER	James Peck (FCA) 40 Cranbrook Drive Maidenhead, Berkshire SL6 6SB

## **Trustees' Report for the year ended 31 March 2022**

The trustees present their report with the financial statements of the charity for the year to 31 March 2022. 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 2022

### ACTIVITIES AND ACHIEVEMENTS

We continue to provide food for people who are in poverty or in other forms of physical or mental distress. During the year, we expanded our activities to include the Burnham foodbank administered by the Burnham Health Promotion Trust, operating as Burnham Care & Share.

The charity's activities include:

#### a) People who are Homeless

- We provide sandwiches and cooked breakfasts for an average of 15 people each week for people who are homeless or otherwise disadvantaged, and cooked dinners for an average of 20 people each week.

#### 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 around 3,500 households, providing around 150,000 at an estimated value of around £240,000. The majority of food we distributed was donated. During the year, we spent around £22,000 on food.
- **Fruit and Vegetables:** Wherever possible, we include fresh fruit and vegetables in the food we distribute. 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 £241 (2021: £4,540) on fruit and vegetables, which is included within the total Foodbank in the preceding paragraph.
- **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.

The large majority of food and equipment is donated. This year, we spent around £60 supplementing the school meals and hygiene packs.

## **Trustees' Report for the year ended 31 March 2022**

- **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.
- **Community Meals:** We provide occasional meals for people living in poverty in the community. This year, all the food for community meals was donated.

### **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.

We operate from premises in Maidenhead, the main area of which is due for redevelopment in the foreseeable future. The Trustees continue to build a discretionary reserve to be able to fund temporary accommodation or to be used towards buying a property.

#### **Reserves**

As at 31 March 2022, we had unrestricted general reserves of £7,569 (2021: £14,975) and unrestricted designated property reserve of £548,074 (2021: £368,003). We had restricted reserves of £13,635 (2021: £4,891 ), making a total of £569,278 (2021: £387,869 ).

## **Trustees' Report for the year ended 31 March 2022**

### **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.

Almost all support for Foodshare comes from unpaid volunteers. We do not have the same level of control over volunteers as 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 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.

## **Trustees' Report for the year ended 31 March 2022**

### **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 21 April 2022 and signed on its behalf by:

Lester Tanner  
Chair



## Statement of Financial Activities for the year ended 31 March 2022

		Unrestricted Funds	Designated Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
	Notes	£	£	£	£	£
<b>Incoming resources</b>						
<i>Income and endowments from:</i>						
Donations and Legacies	3	221,758	-	18,961	240,719	351,811
Interest		-	71	-	71	21
		<u>221,758</u>	<u>71</u>	<u>18,961</u>	<u>240,790</u>	<u>351,832</u>
<b>Resources expended</b>						
<i>Expenditure on charitable activities</i>						
Charitable activities	4	36,751	-	10,166	46,917	51,838
Governance	5	35	-	-	35	35
Support costs	5	12,378	-	51	12,429	9,193
		<u>49,164</u>	<u>-</u>	<u>10,217</u>	<u>59,381</u>	<u>61,066</u>
<b>Net Movement in Funds</b>		<b><u>172,594</u></b>	<b><u>71</u></b>	<b><u>8,744</u></b>	<b><u>181,409</u></b>	<b><u>290,766</u></b>
<b>Reconciliation of Funds</b>						
Total funds brought forward		14,975	368,003	4,891	387,869	97,103
Net Movement in Funds		172,594	71	8,744	181,409	290,766
Reserve Transfers		(180,000)	180,000	-	-	-
<b>Total funds carried forward</b>		<b><u>7,569</u></b>	<b><u>548,074</u></b>	<b><u>13,635</u></b>	<b><u>569,278</u></b>	<b><u>387,869</u></b>

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

**Balance Sheet as at 31 March 2022**

	Unrestricted Funds	Designated Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
	£	£	£	£	£
<b>Current Assets</b>					
Debtors: Gift Aid	88	-	-	88	1,462
Cash at bank	7,481	548,074	13,635	569,190	386,407
<b><i>Total net assets</i></b>	<b>7,569</b>	<b>548,074</b>	<b>13,635</b>	<b>569,278</b>	<b>387,869</b>

**Funds of the Charity**

Funds	7,569	548,074	13,635	569,278	387,869
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The notes on pages 11 to 13 form part of these Financial Statements.

The financial statements were approved by the Trustees on 21 April 2022.

Lester Tanner  
Chair

Nigel Cohen  
Trustee

## **Notes to the financial statements for the year ended 31 March 2022**

### **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 2022

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	Designated	Restricted	Total 2022	Total 2021
	£	£	£	£	£
Donations	221,758	-	18,961	240,719	351,811
Interest	-	71	-	71	-
<i>Total donations</i>	<u>221,758</u>	<u>71</u>	<u>18,961</u>	<u>240,790</u>	<u>351,811</u>

### 4. CHARITABLE EXPENDITURE

Charitable expenditure for the year comprised:

	Unrestricted	Restricted	Totals 2022	Totals 2021
	£	£	£	£
Foodbank				
Food	13,347	9,406	22,753	23,890
Equipment	8,656	638	9,294	13,589
Premises	6,121	-	6,121	10,061
Payroll	3,564	-	3,564	840
Other	-	-	-	274
<i>Sub-total</i>	<u>31,688</u>	<u>10,044</u>	<u>41,732</u>	<u>48,654</u>
Homeless Meals	-	-	-	945
Community Meals	-	-	-	288
School Meals/Supplies	63	-	63	1,307
Personal Care Items	-	122	122	-
Shelter	-	-	-	644
Community Cohesion	5,000	-	5,000	-
Total per Statement of Financial Affairs	<u>36,751</u>	<u>10,166</u>	<u>46,917</u>	<u>51,838</u>

## Notes to the financial statements for the year ended 31 March 2022

### 5. ANALYSIS OF EXPENDITURE

Expenditure for the year comprised:

	2022	2021
	£	£
<i>Governance</i>		
Statutory fees	35	35
	<b>35</b>	<b>35</b>

	2022	2021
	£	£
<i>Support costs</i>		
Interest, bank and credit card charges	110	2,522
Book-keeping and Accounting	900	-
Volunteer Welfare	237	595
Insurance	522	522
Computer Expenses	9,963	5,442
Telephone	321	112
Print, Postage and Stationery	68	-
Advertising	308	-
Other	-	-
	<b>12,429</b>	<b>9,193</b>

### 6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2022 (2021: £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 the balance due on the upgraded system and maintenance fees of £9,450 (2021: £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 2022**

I report on the Trustees' Report, Accounts and Notes of the Trust for the year ended 31st. March 2022 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 2022**

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

21 April 2022