

# THE CAMBRIDGE CITY FOODBANK

England & Wales · Charity number 1149883

## Details

---

Status	Registered
Legal form	Charitable company
Company number	<a href="#">08175815</a>
Registered	2012-11-23
Register	<a href="#">View on the Charity Commission register</a>

## Contact

---

Address	6 Nuffield Close Cambridge CB4 1SS
Phone	07772 538628
Email	<a href="mailto:info@ccfb.org.uk">info@ccfb.org.uk</a>
Website	<a href="http://www.cambridgecityfoodbank.org.uk">www.cambridgecityfoodbank.org.uk</a>

## Activities

---

**Objects:** THE RELIEF OF POVERTY BY PROVIDING FOOD AND RELIEF GOODS TO THE NEEDY AND DESTITUTE IN PARTICULAR WITHIN A 25 MILE RADIUS OF CAMBRIDGE.

**Activities:** Our Vision is to end the need for foodbanks in the UK. While we work toward this goal, our local Mission remains to meet the need for emergency and affordable food, and tackle the causes of poverty, by harnessing the power of the community. Our Foodbank Welcome Centres provide 3 days' worth of emergency food, and our network of affordable food clubs support people in persistent food insecurity.

## Classification

---

- **How:** Provides Services
- **What:** The Prevention Or Relief Of Poverty
- **Who:** Other Defined Groups

## Geography

---

- Cambridgeshire

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-09-30	£676,687	£1,074,094	£781,983	12
2024-09-30	£862,164	£870,966	£1,174,494	10
2023-09-30	£773,118	£609,759	£1,161,232	7
2022-09-30	£447,032	£366,030	-	-
2021-09-30	£521,894	£310,821	£924,009	4
2020-09-30	£597,352	£184,110	£710,169	2

## Trustees

Name	Role	Appointed
<b>Stephen Thornton CBE</b>	Chair	2019-03-05
Alfred Sunil Muthunathan		2023-09-28
Joanne Rachel Funk		2023-11-06
Martin Russell Evans		2020-02-25
Nicola Cameron Pearson		2023-09-28
Peter Reginald Graham Childs		2023-09-28
RICHARD KEITH JOHNSON		2021-02-05

**THE CAMBRIDGE CITY FOODBANK**

England & Wales - Charity number 1149883

---

# Accounts

---

---

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

---

**UNAUDITED**

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 30 SEPTEMBER 2025**

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**CONTENTS**

---

	Page
<b>Reference and Administrative Details of the Charity, its Trustees and Advisers</b>	1
<b>Trustees' Report</b>	2 - 10
<b>Independent Examiner's Report</b>	11
<b>Statement of Financial Activities</b>	12
<b>Balance Sheet</b>	13 - 14
<b>Statement of Cash Flows</b>	15
<b>Notes to the Financial Statements</b>	16 - 30

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS  
FOR THE YEAR ENDED 30 SEPTEMBER 2025**

---

<b>Trustees</b>	Mr S Thornton, Chair Mr R K Johnson Ms D M Hargreaves Mr M R Evans P R G Childs A S Muthunathan N C Pearson J Funk
<b>Registered number</b>	8175815
<b>Charity number</b>	1149883
<b>Registered office</b>	6 Nuffield Close Cambridge CB4 1SS
<b>Company secretary</b>	Dr D A Livesey
<b>Chief executive officer</b>	Steve Clay
<b>Independent Examiner</b>	Mr M Hewett FCA DChA Chartered Accountants Cambridge Salisbury House Station Road Cambridge CB1 2LA

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2025**

---

The Trustees (who are also directors for the purposes of the Companies Act) present their annual report together with the financial statements of the Charity for the 1 October 2024 to 30 September 2025. The Trustees confirm that the Annual Report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the Charity qualifies as small under section 382 of the Companies Act 2006, the Strategic Report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

**OBJECTIVES AND ACTIVITIES**

**a. Policies and objectives**

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit.

The principal activities of the charity are the relief of poverty by providing food to the needy and destitute in particular within a 25 miles radius of Cambridge.

**b. Strategies for achieving objectives**

In fulfilling the charitable aim, Cambridge City Foodbank sees its Vision as ending the need for foodbanks in the UK.

While we work toward this ultimate goal, our ongoing local Mission remains to meet the need for emergency and affordable food, and tackle the causes of poverty, by harnessing the power of the community.

The principle way we do this is through a straightforward system of collection, collation and distribution of basic food items; providing 3 day's worth of emergency food, packed according to family unit size, to identified people who find themselves in crisis need and unable to buy food.

In addition, we have developed a network of affordable Fairbite Food Clubs for people in a persistent state of food insecurity, where, for a small membership fee, they can choose items for a weekly shop worth up to 4 times the value of their membership.

In working toward ending the need for food banks, for individuals locally, and across the UK, we operate a financial inclusion service (in partnership with the Citizen's Advice) and engage in local and national campaigning activity to change structural systems which perpetuate poverty and food insecurity.

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2025**

---

**ACHIEVEMENTS AND PERFORMANCE**

**a. Review of activities**

During the year under review we operated with the cooperation of 91 active voucher distributing agencies including statutory agencies and voluntary bodies (e.g. community organisations, local charities and churches). These agencies are well-placed to identify individuals and families with whom they are in contact, who are in crisis, needing food, and refer them to us.

This ensures that our services are available to those most in need. In the period under review we have supplied 16,982 (17,438) 3-day emergency food parcels, providing meals to people in Cambridge and surrounding area, with around 37% (36%) being children (the numbers in brackets refer to the previous financial year). This represents a similar level of need to last year's historical peak.

In the same period we have collected 103,406 (118,891) kilos of food through supermarket collections and donations from churches, businesses, individuals and community groups in the City. It is notable that although need for our service has is broadly the same as last year, food donations have decreased by a further 13% (9%). The amount of directly purchased food increased to supplement the widening gap between donated food and need. In total we distributed 151,105 (173,823) kilos of food as 3-day emergency food parcels, through our Foodbank Welcome Centres, reflecting a 13% reduction in parcel size. Our Foodbank Welcome Centres also offer visitors a hot drink (some venues also provide a community meal) and a chance to chat to volunteers. Several centres have representatives from external support organisations available to additionally advise and support visitors.

In the first quarter of this reporting period, the Charity, together with Cambridge Sustainable Food and Cambridge City Council, helped to organise the Cambridge Food Justice Conference (February '25). The conference focused on "Community Food Power" and highlighted role which Cambridge City Foodbank and Trussell play in empowering people who visit food banks to campaign for change in their communities.

In the run up to Christmas 2024 the Charity organised the collection of 1,050 Christmas hampers from members of the public and local businesses, for families and individuals in need, distributed through 20 local community groups and charities who were regularly working alongside them.

In addition to our eight Foodbank Welcome Centres referred to above, we have been providing food to our Fairbite Food Clubs. Fairbite Food Clubs started in 2018 to provide longer term support for people struggling to afford food on an ongoing basis. The first Fairbite Food Club was in Arbury, and then in March 2022 we opened a Fairbite in Chesterton, in partnership with St Georges Church.

In July 2024, Fairbite Trumpington, Fairbite Queen Edith's, and Fairbite St Andrews joined, expanding the affordable food club network to five. One of the principles of the new Fairbite model is to work with a local anchor community organisation who manages the Food Club via a collaboration agreement with the Charity. Development work to open a sixth Fairbite Good Club took place during the year (N.B. this FFC opened after the year end in November 2025).

By the year end, the Fairbite Food Club network had around 360 members and regularly supported around 972 individuals/family members. The supply of food comes either from surplus items in our warehouse, community donations, the national charity FareShare, a local fruit and vegetable wholesaler and surplus supermarket food collected by volunteers. We now also regularly purchase certain items to provide a consistent supply of staple groceries for members, in support of our charitable aim to relieve poverty.

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2025**

---

**ACHIEVEMENTS AND PERFORMANCE (CONTINUED)**

In the near-term future we expect to see an increase in the need for Fairbite Food Club provision tackling chronic poverty, and a decrease in the level need for emergency food, tackling crisis support, need into the near-term future. In support of this, with thanks, we acknowledge the grant support of the Cambridge and Peterborough Combined Authority who have provided a £20,000 grant from the UK Prosperity Fund (for delivery in the Charity's next financial year) to provide Fairbite Food Club Memberships to families in the North Cambridge area who have been identified through a collaboration with Cambridge City Council and local partner organisations working in the area.

The Charity's Fuel Help Scheme, now closely aligned with the provision of 3-day emergency food parcels issued 253 fuel vouchers at a cost of £11,480.

Trussell's funding for the Financial Inclusion project ceased in March 2025. The Trustees chose to fully fund the project for a further 12 months (until March 2026) whilst longer-term funding could be sourced. In the period from October 2024 to September 2025, the project - which partners with Cambridge Citizen's Advice to place advisors in our Foodbank Welcome Centres and Fairbite Food Clubs - worked with 298 people and identified £765,900 of additional income that they were entitled to receive.

At the start of the year the Trustee Board reviewed the implications of the rebrand offered by Trussell, to food banks in the Trussell network. Following a meeting with Emma Revie, CEO of Trussell, at Cambridge City Foodbank's office, the Board were persuaded to adopt the rebrand. A sum of £6,624 was provided by Trussell to support the rebrand cost. The rebrand included a new website and printed materials which more effectively communicated the Charity's vision, mission and values.

Although anticipated grant funding from Trussell for a Volunteer Development Coordinator was not achieved, the post was appointed from reserves, with the expectation that future funding would be identified to sustain this vital activity in support of the 200+ volunteers who serve the Charity annually.

Following months of preparation, in August 2025, the Charity relocated its warehouse and offices into a single premise at 6 Nuffield Close; providing around 370 m<sup>2</sup> of storage area (including volunteer hospitality) and over 80 m<sup>2</sup> of office and meeting room space. This was made possible through the generous support of Trussell, who provided a £30,000 grant and Cambridge City Council, who provided the equivalent of £95,000 in grant and rent-free support, enabling the mezzanine storage area and office / meeting areas to be created, supplemented by reserves. Assuming the Charity's services are still required, this new premise will provide a stable location for the Charity, until lease renewal in 2035.

The Development Team have established an effective communication management system for keeping the Charity's (approx.)1200 supporters updated with news. The development (fundraising) strategy is continuing to bear fruit, increasing individual donations and corporate participation, and developing successful campaigns such as Big Give (June '25) and a newly focused Winter Appeal (planned for end-2025).

The Charity has supported the empowerment of local residents with lived experience of food insecurity, to campaign for fairness and transparency in the setting of housing association service charges. Their local campaign resulted in service charge cuts to tenants and the repurposing of a £10,000 over-charge, to be redirected towards paying for future communal charges.

In June 2025 a delegation from Cambridge travelled to Westminster to meet Cambridge MPs at a lobby day, calling for our elected representative to support the national call for an 'Essentials Guarantee' which would independently set the base rate of social security benefit, to a level that would meet the cost of essential living expenses. The Cambridge delegation represented 22 local organisations who had joined the call for change.

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2025**

---

**ACHIEVEMENTS AND PERFORMANCE (CONTINUED)**

The accounts for the year ended 30 September 2025 have been prepared on the accruals basis and show the following results:

- food distributed (Foodbank Welcome Centres and Fairbite Food Clubs) to the value of £418,562 [2023/24: £470,141];
- an operating deficit of £392,511 [2023/24: surplus of £13,262];
- general reserves of £729,683 [2023/24: £966,181] and food stocks of £23,804 [2023/24: £30,292]; and
- charitable donations of £669,395 [2023/24: £856,485].

**FINANCIAL REVIEW**

**a. Going concern**

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements.

**b. Reserves policy**

The Policy of Cambridge City Foodbank is to hold up to twelve months of total expenditure as Reserves, in order to allow the charity to adapt to any changes in the pattern of income received, and to plan for future strategic development. The minimum level of Reserves is set at £500,000, which is between 6 and 9 months' expenditure.

Since October 2024 the Board of Trustees has embarked on a planned utilisation of surplus reserves for the expansion of the Fairbite Food Club network, the relocation of the Charity's warehouse & offices, and the continuation of work previously funded by Trussell's pathfinder programme. A £240,000 of surplus reserves has been designated to support these projects whilst the charity increases income to a sustainable level through its fundraising activity, over the next 2 years.

At 30th September 2025, the Charity had total funds of £781,983 of which £52,300 are restricted. Excluding the tangible fixed assets of £193,583, this leaves reserves of £536,100, which falls within the minimum and maximum level set by the Board of Trustees.

**c. Material investments policy**

The Foodbank's investment policy is that a proportion of excess reserves should be invested in a suitable ethical investment portfolio which comprises a combination of ultra-low risk and low risk funds, with a view to providing income and/or capital growth to fund the core activities of the charity and to continuing such investment until such time as the funds are needed to finance projects decided upon by the Trustees.

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2025**

---

**d. Financial risk management objectives and policies**

The Risk Committee is a sub-committee of the Board, with defined terms of reference, and is chaired by a Board Trustee.

The Risk Management Policy states that the Charity's approach to risk management, defines risk, how it is assessed, evaluated and escalated, and documents roles and responsibilities for the management of risks.

The Trustee Board has adopted a risk appetite of 'averse' for the following areas:

- Safeguarding
- Cyber Security
- Health & Safety

For other areas, in particular the consideration of new business models and opportunities for partnerships, the Board's risk appetite is 'open' i.e. willing to consider all potential options and choose the one most likely to result in successful delivery, while also providing an acceptable level of benefit and value for money.

As with other areas of its risk management, the Trustee Board keeps this approach under review.

There are no areas which cause immediate concern. The Trustee Board through the Risk Committee, monitor internal & external developments that may impact on the organisation. A comprehensive Risk Register is held and periodically reviewed, with mitigating actions taken by the CEO where required.

The most significant risks currently faced by the Charity relate to the following:

- Dependency on Income Sources. Fundraising capacity has increased and activity to replace Trussell Grant funding is in progress.
- Development Overreach. The Board's ambitious plan to maintain the expanded Fairbite Food Club network using existing reserves, is being balanced by the steady increase in fundraising, delivered by the Development Team.
- Information Management. Further mitigations are being explored to further mitigate cyber-security risk.

**e. Strategic direction and organisational risk**

The Trustee Board's 2024-26 Strategic Guide document clearly articulates the Charity's vision, mission, values and the five key objectives for achievement over the period.

In response to an increase in repeated use of the Foodbank Welcome Centre, the Charity has significantly expanded the network of Fairbite Food Clubs, tripling the number of Clubs over the period. A new referral and assessment process is being introduced to ensure that those most likely to suffer from hunger and hardship for periods of more than 3 months, receive membership and a referral-partner support package, to help members take steps to release them from reliance on charity food.

While this strategy has increased running costs, our exposure to risk has been limited by running this enhanced provision in partnership with local organisations who provide premises and some staffing.

The Charity's fundraising strategy aims to source longer term funding to sustain these activities.

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2025**

---

**STRUCTURE, GOVERNANCE, AND MANAGEMENT**

**a. Constitution**

The company is a registered charity (Charity no. 1149883) and is limited by guarantee.

The company is constituted by its Memorandum & Articles of Association dated 21 June 2012, and was registered at Companies House, company no. 08175815, on 10 August 2012.

**b. Methods of appointment or election of Trustees**

New Trustees are recruited to fill gaps in the skill set of the continuing trustees. Trustees are appointed, following a rigorous selection process, by a resolution of the trustees at a special meeting. They are chosen with regard to the skills, knowledge and experience needed for the effective administration of the charity and their having a personal commitment to delivering the Charity's objectives, and supporting the Charity's ethos and values, and those of the Trussell Trust.

Trustees are either elected at the annual general meeting or co-opted until the annual general meeting. The practice is for Trustees to retire from office at the third annual general meeting following their election (i.e. a 3-year term) but may be re-elected, normally for two further 3-year terms. In addition to the above Trustees, the Chief Executive and Company Secretary attend the board meetings as non-voting members.

A full list of the trustees who served the charity during the year is as follows:

- Mr S Thornton CBE, Chair
- Mr R K Johnson, Treasurer
- Ms D M Hargreaves
- Mr M R Evans
- Mr A Muthunathan
- Ms J Funk
- Ms N Pearson
- Mr P Childs

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2025**

---

**STRUCTURE, GOVERNANCE, AND MANAGEMENT (CONTINUED)**

**c. Organisational structure and decision-making policies**

The Cambridge City Food Bank is an independent local charity and a member of the Trussell Foodbank Network. Part of its activity uses the Trussell social franchise model for the Foodbank Welcome Centre operation. Our relationship with Trussell is based on mutual undertakings agreed when we took on the franchise and contained in the Trussell Foodbank Operating Manual.

The Fairbite Food Club model is owned by Cambridge City Foodbank and operates under direct management or via a Collaboration Agreement with community partners who manage their Fairbite Food Club on behalf of the Charity.

The Charity has role descriptions for the Trustees, the Chairman, the Treasurer, and the Company Secretary and these are reviewed from time to time. All Trustees and staff receive an annual review.

Good governance is achieved through regular quarterly meetings of the Board of Trustees which receives comprehensive, concise and timely reports on the Charity's strategic direction and operational performance. Urgent decisions are arranged as required, taken by electronic circulation and/or additional meetings when required.

The Chief Executive is responsible to the Board to provide:

- management, development and strategic planning.
- advice to Trustee Directors in carrying out their responsibilities, in maintaining an overview of the organisation and in making appropriate strategic, policy and financial decisions.

**d. Policies adopted for the induction and training of Trustees**

New Trustees are provided with an 'Induction Pack' covering such topics as legal status and governance, structure, organisation and staffing, governance, policy, and strategy. They are invited to attend an induction event for new volunteers and to visit the office and warehouse and to observe at a Foodbank Welcome Centre and at a Fairbite Food Club. In addition to familiarising themselves with the Charity and the context within which it operates, new Trustees are invited and encouraged to attend meetings organised by Trussell and to attend specialised training where it is considered to be appropriate.

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2025**

---

**PLANS FOR THE FUTURE**

Over the next twelve months the Charity aims to:

- Complete the expansion of the Fairbite Food Club network to a sixth location, based at St Paul's, Hills Road, Cambridge.
- Implement changes to the Foodbank Welcome Centre referral pathway process, to encourage greater use of the wider support services available in Cambridge, to overcome personal emergency situations, and reduce the need for using emergency food support.
- Refocusing our community organising work, training more staff, increasing the awareness of Trustees, and identifying other poverty-related issues on which to campaign for change, which will improve the lives of people with lived experience of food insecurity.
- Transfer our Volunteer database to a standalone CCFb-controlled database, maintained by a third party, for future sustainability. Run 2-3 Volunteer Gathering events to celebrate and thank volunteers and keep them informed of the charity's development.
- Continue to further develop CCFb's fundraising capacity, building regular individual and corporate donor support, and increase grant support from larger Charitable Trusts. Develop a specific proposal to the National Lottery Community Fund for supporting wrap-around services linked to the Fairbite Food Clubs network.
- Review the Fairbite referral and membership process to ensure that the service is provided to households who are most likely to be suffering from hunger and hardship, and that they have support plans to move them out of a need for charitable food.
- Begin work on a new 3-year strategic framework to guide the forward direction of the Charity.
- Complete external reviews of Health & Safety, Fire Risk Assessment, Safeguarding and Cyber-Security, and work towards implementing recommendations.
- Complete the Charity rebrand to include vehicle livery, donor promotional materials, and to place vision, mission, and values information within all Foodbank Welcome Centres.

The Trustees are mindful of the rapidly changing external environment at the time of approving this report and will keep these plans under review, amending our response as needed.

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2025**

---

**STATEMENT OF TRUSTEES' RESPONSIBILITIES**

The Trustees (who are also the directors of the Charity for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial . Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees and signed on their behalf by:

*Stephen Thornton*

**Mr S Thornton, Chair**  
Trustee  
Date: 01 April 2026

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**INDEPENDENT EXAMINER'S REPORT**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2025**

---

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEE OF THE CAMBRIDGE CITY**  
**FOODBANK ('THE COMPANY')**

I report to the charity Trustees on my examination of the accounts of the Charity for the year ended 30 September 2025.

**RESPONSIBILITIES AND BASIS OF REPORT**

As the Trustees of the Charity (and 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 Charity 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 the Charity's accounts 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 Charity'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:

1. accounting records were not kept in respect of the Charity 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.

This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my work or for this report.

Signed: 

Dated: 02 April 2026

M Hewett FCA DChA

**For and on behalf of Peters Elworthy & Moore**

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 30 SEPTEMBER 2025**

	Note	Unrestricted funds 2025 £	Restricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
<b>INCOME FROM:</b>					
Donations and legacies	2	578,647	90,748	669,395	856,485
Interest received		7,292	-	7,292	5,679
<b>TOTAL INCOME</b>		<b>585,939</b>	<b>90,748</b>	<b>676,687</b>	862,164
<b>EXPENDITURE ON:</b>					
Raising funds		7,286	-	7,286	15
Charitable activities	4	751,126	315,682	1,066,808	870,951
<b>TOTAL EXPENDITURE</b>		<b>758,412</b>	<b>315,682</b>	<b>1,074,094</b>	870,966
<b>NET EXPENDITURE BEFORE NET GAINS ON INVESTMENTS</b>					
		(172,473)	(224,934)	(397,407)	(8,802)
Net gains on investments	8	4,896	-	4,896	22,064
<b>NET (EXPENDITURE)/INCOME</b>		<b>(167,577)</b>	<b>(224,934)</b>	<b>(392,511)</b>	13,262
Transfers between funds	12	(68,921)	68,921	-	-
<b>NET MOVEMENT IN FUNDS</b>		<b>(236,498)</b>	<b>(156,013)</b>	<b>(392,511)</b>	13,262
<b>RECONCILIATION OF FUNDS:</b>					
Total funds brought forward		966,181	208,313	1,174,494	1,161,232
Net movement in funds		(236,498)	(156,013)	(392,511)	13,262
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>729,683</b>	<b>52,300</b>	<b>781,983</b>	1,174,494

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 16 to 30 form part of these financial statements.

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**  
**REGISTERED NUMBER: 8175815**

**BALANCE SHEET**  
**AS AT 30 SEPTEMBER 2025**

	Note	2025 £	2024 £
<b>FIXED ASSETS</b>			
Tangible assets	7	193,583	42,371
Investments	8	222,589	217,693
		<u>416,172</u>	<u>260,064</u>
<b>CURRENT ASSETS</b>			
Debtors	10	41,465	57,234
Cash at bank and in hand		516,569	889,710
		<u>558,034</u>	<u>946,944</u>
<b>CURRENT LIABILITIES</b>			
Creditors: amounts falling due within one year	11	(192,223)	(32,514)
<b>NET CURRENT ASSETS</b>		<u>365,811</u>	914,430
<b>TOTAL NET ASSETS</b>		<u><u>781,983</u></u>	<u><u>1,174,494</u></u>
<b>CHARITY FUNDS</b>			
Restricted funds	12	52,300	208,313
Unrestricted funds	12	729,683	966,181
<b>TOTAL FUNDS</b>		<u><u>781,983</u></u>	<u><u>1,174,494</u></u>

The Charity was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**  
**REGISTERED NUMBER: 8175815**

---

**BALANCE SHEET (CONTINUED)**  
**AS AT 30 SEPTEMBER 2025**

---

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

*Stephen Thornton*

**Mr S Thornton, Chair**

Trustee

Date: 01 April 2026

The notes on pages 16 to 30 form part of these financial statements.

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2025**

	<b>Note</b>	<b>2025</b> <b>£</b>	<b>2024</b> <b>£</b>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
Net cash used in operating activities	14	<b>(190,735)</b>	1,928
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
Dividends and interests from investments		<b>7,292</b>	5,679
Purchase of tangible fixed assets	7	<b>(189,698)</b>	(44,957)
<b>NET CASH USED IN INVESTING ACTIVITIES</b>		<b>(182,406)</b>	<b>(39,278)</b>
<b>CHANGE IN CASH AND CASH EQUIVALENTS IN THE YEAR</b>		<b>(373,141)</b>	<b>(37,350)</b>
Cash and cash equivalents at the beginning of the year		<b>889,710</b>	927,060
<b>CASH AND CASH EQUIVALENTS AT THE END OF THE YEAR</b>	15	<b>516,569</b>	889,710

The notes on pages 16 to 30 form part of these financial statements

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2025**

---

**1. ACCOUNTING POLICIES**

**1.1 BASIS OF PREPARATION OF FINANCIAL STATEMENTS**

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - 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) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The Cambridge City Foodbank meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

**1.2 INCOME**

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

**1.3 EXPENDITURE**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on raising funds includes all expenditure incurred by the Charity to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charity's objectives, as well as any associated support costs.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

All expenditure is inclusive of irrecoverable VAT.

**1.4 INTEREST RECEIVABLE**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charity; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2025**

---

**1. ACCOUNTING POLICIES (CONTINUED)**

**1.5 TANGIBLE FIXED ASSETS AND DEPRECIATION**

Tangible fixed assets costing £NIL or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method.

Depreciation is provided on the following basis:

Leasehold improvements	-	10%	Straight line
Motor vehicles	-	25%	Straight line
Fixtures and fittings	-	25%	Straight line
Office equipment	-	25%	Straight line
Computer equipment	-	25%	Straight line

**1.6 INVESTMENTS**

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance Sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the Statement of Financial Activities.

**1.7 DEBTORS**

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**1.8 CASH AT BANK AND IN HAND**

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2025**

---

**1. ACCOUNTING POLICIES (CONTINUED)**

**1.9 LIABILITIES AND PROVISIONS**

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of Financial Activities as a finance cost.

**1.10 FINANCIAL INSTRUMENTS**

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**1.11 PENSIONS**

The Charity operates a defined contribution pension scheme and the pension change represents the amounts payable by the Charity to the fund in respect of the year.

**1.12 FUND ACCOUNTING**

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2025**

**2. INCOME FROM DONATIONS**

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
Donations	578,647	90,748	<b>669,395</b>	856,485
TOTAL 2024	519,955	336,530	856,485	

The value of donated food in 2025 was £280,830 (Calculated as 101,383 kilos valued at £2.77 per kilo adjusted for purchased food) (2024: 118,891 kilos valued at £2.77 - £329,328).

**3. ANALYSIS OF GRANTS**

	Grants to Institutions 2025 £	Total funds 2025 £	Total funds 2024 £
Grants payable	15,993	<b>15,993</b>	26,129
TOTAL 2024	26,129	26,129	

The Charity has made the following material grants to institutions during the year:

NAME OF INSTITUTION	2025 £	2024 £
St Paul's Church PCC	<b>10,000</b>	15,000
St Andrew's Church, Cherry Hinton	<b>5,943</b>	-
St George's Church PCC	-	7,500
St James' Church PCC	-	3,629
	<b>15,943</b>	26,129
OTHER GRANTS TO INSTITUTIONS	<b>50</b>	-
	<b>15,993</b>	26,129

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2025**

**4. ANALYSIS OF EXPENDITURE BY ACTIVITIES**

	<b>Activities undertaken directly 2025 £</b>	<b>Grant funding of activities 2025 £</b>	<b>Support costs 2025 £</b>	<b>Total funds 2025 £</b>	<b>Total funds 2024 £</b>
Special items	12,002	15,993	-	<b>27,995</b>	113,765
Food costs	217,433	-	1	<b>217,434</b>	164,184
Staff costs	412,863	-	-	<b>412,863</b>	307,628
Premises expenses	-	-	91,917	<b>91,917</b>	72,346
Volunteer expenses	11,119	-	-	<b>11,119</b>	23,024
Depreciation	-	-	38,486	<b>38,486</b>	12,126
Financial Inclusion Project	-	-	94,370	<b>94,370</b>	51,200
Administration expenses	164,607	-	-	<b>164,607</b>	116,069
Accountancy fees (governance)	-	-	8,017	<b>8,017</b>	10,609
	<u>818,024</u>	<u>15,993</u>	<u>232,791</u>	<u><b>1,066,808</b></u>	<u>870,951</u>
<b>TOTAL 2024</b>	<u><u>697,524</u></u>	<u><u>26,129</u></u>	<u><u>147,298</u></u>	<u><u>870,951</u></u>	

The value of food distributed to clients in 2025 was £418,562 (calculated as 151,105kg valued at £2.77 per kg) (2024: £470,140 (calculated as 169,726kg valued at £2.77 per kg)).

In 2025 special items above includes £10,000 fuel top-ups (see Note 12 restricted funds) (2024: £63,790).

**5. INDEPENDENT EXAMINER'S REMUNERATION**

	<b>2025 £</b>	<b>2024 £</b>
Fees (inclusive of VAT) payable to the Charity's independent examiner in respect of:		
Independent examination of the Charity's annual accounts	<b>1,600</b>	1,500
Other accountancy fees	<b>2,430</b>	2,340
	<u><u>4,030</u></u>	<u><u>3,840</u></u>

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2025**

**6. STAFF COSTS**

	<b>2025</b>	2024
	£	£
Wages and salaries	<b>364,913</b>	271,773
Social security costs	<b>27,570</b>	19,049
Contribution to defined contribution pension schemes	<b>20,380</b>	16,806
	<b>412,863</b>	307,628

The average number of persons employed by the Charity during the year was as follows:

	<b>2025</b>	2024
	No.	No.
Average number of employees	<b>14</b>	12

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

	<b>2025</b>	2024
	No.	No.
In the band £60,001 - £70,000	<b>1</b>	1

The key management personnel of the charity comprises the Trustees and the CEO. The trustees all give their time and expertise without any kind of remuneration or other benefit in kind (2024: £Nil). The remuneration of the CEO was £72,264 in the year, including employer's costs (2024: £71,870).

During the prior year, in 2024, 1 Trustee received remuneration amounting to £18,975, in relation to their work on behalf of CCFB as Health Inequalities Advisor. This amount was made with the authority of the Charity's Articles of Association and did not relate to their duties as a Trustee. While engaged in this position, it was agreed that the Trustee would not attend or participate in any meeting in the capacity as a trustee, but solely as a consultant. There was no equivalent remuneration in 2025.

During the year, travel, subsistence and training expenses amounting to £438 were reimbursed to 2 Trustees (2024: £226 to 1 Trustee).

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2025**

**7. TANGIBLE FIXED ASSETS**

	Leasehold improvements £	Motor vehicles £	Fixtures and fittings £	Office equipment £	Computer equipment £	Total £
<b>COST</b>						
At 1 October 2024	-	46,900	29,568	5,398	8,276	90,142
Additions	181,614	-	2,525	-	5,559	189,698
At 30 September 2025	<u>181,614</u>	<u>46,900</u>	<u>32,093</u>	<u>5,398</u>	<u>13,835</u>	<u>279,840</u>
<b>DEPRECIATION</b>						
At 1 October 2024	-	22,675	17,629	5,398	2,069	47,771
Charge for the year	18,162	11,725	5,140	-	3,459	38,486
At 30 September 2025	<u>18,162</u>	<u>34,400</u>	<u>22,769</u>	<u>5,398</u>	<u>5,528</u>	<u>86,257</u>
<b>NET BOOK VALUE</b>						
At 30 September 2025	<u>163,452</u>	<u>12,500</u>	<u>9,324</u>	<u>-</u>	<u>8,307</u>	<u>193,583</u>
At 30 September 2024	<u>-</u>	<u>24,225</u>	<u>11,939</u>	<u>-</u>	<u>6,207</u>	<u>42,371</u>

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2025**

**8. FIXED ASSET INVESTMENTS**

	<b>Listed investments £</b>
<b>COST OR VALUATION</b>	
Additions	217,693
Revaluations	4,896
<b>AT 30 SEPTEMBER 2025</b>	<b>222,589</b>

All the fixed asset investments are held in the UK.

All investments are carried at their fair value. Holdings in common investment funds, unit trusts and open ended investment companies are at the bid price. The basis of fair value for quoted investments is equivalent to the market value, using the bid price. Asset sales and purchases are recognised at the date of trade at cost (that is their transaction value).

The Charity is operating an investment policy that provides for a degree of diversification of holdings within different unit trust investments. The Charity has invested in a number of unit trusts in order to protect the Charity's exposure to volatility in the market and seek low risk investments wherever possible.

The Charity does not make use of derivatives and similar complex financial instruments as it takes the view that investments are held for their longer term growth and annual income.

The Charity has no material investment holdings in markets subject to exchange controls or trading restrictions.

**9. STOCKS**

The value of stock donated as at 30 September 2025 was £23,804 (2024: £30,292) and in line with the accounting policy this is valued in the accounts as £Nil.

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2025**

**10. DEBTORS**

	2025 £	2024 £
<b>DUE AFTER MORE THAN ONE YEAR</b>		
Rent deposit	15,145	21,145
	<u>15,145</u>	<u>21,145</u>
<b>DUE WITHIN ONE YEAR</b>		
Trade debtors	650	-
Other debtors	1,711	4,816
Prepayments and accrued income	23,959	31,273
	<u>41,465</u>	<u>57,234</u>

**11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2025 £	2024 £
Trade creditors	92,591	20,231
Other taxation and social security	9,166	5,657
Other creditors	33,766	2,786
Accruals and deferred income	56,700	3,840
	<u>192,223</u>	<u>32,514</u>

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2025**

**12. STATEMENT OF FUNDS**

**STATEMENT OF FUNDS - CURRENT YEAR**

	Balance at 1 October 2024 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 30 September 2025 £
<b>UNRESTRICTED FUNDS</b>						
<b>DESIGNATED FUNDS</b>						
Future Development Fund	500,000	-	-	(260,000)	-	240,000
<b>GENERAL FUNDS</b>						
General Fund	466,181	585,939	(758,412)	191,079	4,896	489,683
<b>TOTAL UNRESTRICTED FUNDS</b>	<b>966,181</b>	<b>585,939</b>	<b>(758,412)</b>	<b>(68,921)</b>	<b>4,896</b>	<b>729,683</b>
<b>RESTRICTED FUNDS</b>						
The Trussell Trust	208,313	90,418	(305,682)	59,251	-	52,300
Other restricted funds	-	330	(10,000)	9,670	-	-
	208,313	90,748	(315,682)	68,921	-	52,300
<b>TOTAL OF FUNDS</b>	<b>1,174,494</b>	<b>676,687</b>	<b>(1,074,094)</b>	<b>-</b>	<b>4,896</b>	<b>781,983</b>

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2025**

**12. STATEMENT OF FUNDS (CONTINUED)**

**STATEMENT OF FUNDS - PRIOR YEAR**

	Balance at 1 October 2023 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 30 September 2024 £
<b>UNRESTRICTED FUNDS</b>						
<b>DESIGNATED FUNDS</b>						
Future Development Fund	150,000	-	-	350,000	-	500,000
<b>GENERAL FUNDS</b>						
General Fund	948,224	525,634	(617,251)	(412,490)	22,064	466,181
<b>TOTAL UNRESTRICTED FUNDS</b>	<b>1,098,224</b>	<b>525,634</b>	<b>(617,251)</b>	<b>(62,490)</b>	<b>22,064</b>	<b>966,181</b>
<b>RESTRICTED FUNDS</b>						
The Trussell Trust	63,008	335,230	(189,925)	-	-	208,313
Other restricted funds	-	1,300	(63,790)	62,490	-	-
	<b>63,008</b>	<b>336,530</b>	<b>(253,715)</b>	<b>62,490</b>	<b>-</b>	<b>208,313</b>
<b>TOTAL OF FUNDS</b>	<b>1,161,232</b>	<b>862,164</b>	<b>(870,966)</b>	<b>-</b>	<b>22,064</b>	<b>1,174,494</b>

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2025**

**12. STATEMENT OF FUNDS (CONTINUED)**

**RESTRICTED FUNDS**

**The Trussell Trust**

The Charity receives various restricted funding from The Trussell Trust towards specific projects.

**Other restricted funds**

Within other restricted funds there are sometimes several smaller funds (food, clothes, energy, and research) and when expenditure exceeds the brought forward funds and income then the deficit is covered by a transfer from general funds. This year a total of £68,921 (2024: £62,490) was transferred.

**DESIGNATED FUNDS**

A transfer of £150,000 was made to the designated fund for future development in 2017. In 2024 the Trustees reviewed this designation and increased this fund to £500,000 specifically for the expansion of the Fairbite Food Club network, relocation of the Charity's warehouse and offices, and the continuation of work funded by Trussell's pathfinder programme, for completion over the next 2-3 years. This was reduced to £240,000 in 2025 following the completion of some of this expansion and the relocation of the warehouse and offices.

**13. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

**ANALYSIS OF NET ASSETS BETWEEN FUNDS - CURRENT YEAR**

	<b>Unrestricted funds 2025 £</b>	<b>Restricted funds 2025 £</b>	<b>Total funds 2025 £</b>
Tangible fixed assets	193,583	-	<b>193,583</b>
Fixed asset investments	222,589	-	<b>222,589</b>
Debtors due after more than one year	15,145	-	<b>15,145</b>
Current assets	490,589	52,300	<b>542,889</b>
Creditors due within one year	(192,223)	-	<b>(192,223)</b>
<b>TOTAL</b>	<b>729,683</b>	<b>52,300</b>	<b>781,983</b>

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2025**

---

**13. ANALYSIS OF NET ASSETS BETWEEN FUNDS (CONTINUED)**

**ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR**

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £
Tangible fixed assets	42,371	-	42,371
Fixed asset investments	217,693	-	217,693
Debtors due after more than one year	21,145	-	21,145
Current assets	717,486	208,313	925,799
Creditors due within one year	(32,514)	-	(32,514)
<b>TOTAL</b>	<u>966,181</u>	<u>208,313</u>	<u>1,174,494</u>

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2025**

**14. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES**

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Net income/expenditure for the year (as per Statement of Financial Activities)	<b>(392,511)</b>	13,262
<b>ADJUSTMENTS FOR:</b>		
Depreciation charges	<b>38,486</b>	19,684
Losses on investments	<b>(4,896)</b>	(22,064)
Dividends, interests and rents from investments	<b>(7,292)</b>	(5,679)
Decrease/(increase) in debtors	<b>15,769</b>	(15,569)
Increase in creditors	<b>159,709</b>	12,294
<b>NET CASH PROVIDED BY/(USED IN) OPERATING ACTIVITIES</b>	<b>(190,735)</b>	1,928

**15. ANALYSIS OF CASH AND CASH EQUIVALENTS**

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Cash in hand	<b>516,569</b>	889,710
<b>TOTAL CASH AND CASH EQUIVALENTS</b>	<b>516,569</b>	889,710

**16. ANALYSIS OF CHANGES IN NET DEBT**

	<b>At 1 October 2024</b>	<b>Cash flows</b>	<b>At 30 September 2025</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Cash at bank and in hand	<b>889,710</b>	<b>(373,141)</b>	<b>516,569</b>
	<b>889,710</b>	<b>(373,141)</b>	<b>516,569</b>

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2025**

---

**17. OPERATING LEASE COMMITMENTS**

At 30 September 2025 the Charity had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	<b>2025</b>	2024
	£	£
Not later than 1 year	<b>51,978</b>	56,288
Later than 1 year and not later than 5 years	<b>218,750</b>	21,477
	<u><b>270,728</b></u>	<u>77,765</u>

The following lease payments have been recognised as an expense in the Statement of Financial Activities:

	<b>2025</b>	2024
	£	£
Operating lease rentals	<b>92,277</b>	70,704

**18. RELATED PARTY TRANSACTIONS**

There were no other related party transactions during the current or prior period beyond those referred to in Note 6.

**THE CAMBRIDGE CITY FOODBANK**

England & Wales - Charity number 1149883

---

# Accounts

---

---

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

---

**UNAUDITED**

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 30 SEPTEMBER 2024**

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**CONTENTS**

---

	Page
<b>Reference and Administrative Details of the Charity, its Trustees and Advisers</b>	1
<b>Trustees' Report</b>	2 - 11
<b>Independent Examiner's Report</b>	12
<b>Statement of Financial Activities</b>	13
<b>Balance Sheet</b>	14 - 15
<b>Statement of Cash Flows</b>	16
<b>Notes to the Financial Statements</b>	17 - 31

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS  
FOR THE YEAR ENDED 30 SEPTEMBER 2024**

---

<b>Trustees</b>	Mr S Thornton, Chair Mr R K Johnson Ms D M Hargreaves Mr M R Evans Dr S P Johnson (resigned 5 March 2024) Dr L Loftus (resigned 16 July 2024) P R G Childs A S Muthunathan N C Pearson J Funk (appointed 6 November 2023)
<b>Registered number</b>	8175815
<b>Charity number</b>	1149883
<b>Registered office</b>	2 Orwell House Cowley Road Cambridge CB4 0PP
<b>Company secretary</b>	Dr D A Livesey
<b>Chief executive officer</b>	Steve Clay
<b>Independent Examiner</b>	Mr M Hewett FCA DChA Peters Elworthy & Moore Chartered Accountants Salisbury House Station Road Cambridge CB1 2LA

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2024**

---

The Trustees (who are also directors for the purposes of the Companies Act) present their annual report together with the financial statements of the Charity for the 1 October 2023 to 30 September 2024. The Trustees confirm that the Annual Report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the Charity qualifies as small under section 382 of the Companies Act 2006, the Strategic Report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

**OBJECTIVES AND ACTIVITIES**

**a. Policies and objectives**

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit.

The principal activities of the charity are the relief of poverty by providing food to the needy and destitute in particular within a 25 miles radius of Cambridge.

**b. Strategies for achieving objectives**

In fulfilling the charitable aim, Cambridge City Foodbank sees its Vision as ending the need for foodbanks in the UK.

While we work toward this ultimate goal, our ongoing local Mission remains to meet the need for emergency and affordable food, and tackle the causes of poverty, by harnessing the power of the community.

The principle way we do this is through a straightforward system of collection, collation and distribution of basic food items; providing 3 day's worth of emergency food, packed according to family unit size, to identified people who find themselves in crisis need and unable to buy food.

In addition, we have developed a network of affordable Fairbite Food Clubs for people in a persistent state of food insecurity, where, for a small membership fee, they can choose items for a weekly shop worth up to 4 times the value of their membership.

In working toward ending the need for food banks, for individuals locally, and across the UK, we operate a financial inclusion service (in partnership with the Citizen's Advice) and engage in local and national campaigning activity to change structural systems which perpetuate poverty and food insecurity.

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2024**

---

**ACHIEVEMENTS AND PERFORMANCE**

**a. Review of activities**

During the reporting year under review we operated with the cooperation of 97 active voucher distributing agencies including statutory agencies and voluntary bodies (e.g. community organisations, local charities and churches). These agencies are able to identify their individuals and families who are in crisis, needing food, and refer them to us.

This ensures that our services are available to those most in need. In the period under review we have supplied 17,438 (15,045) 3-day emergency food parcels, providing meals to people in Cambridge and surrounding area, with around 36% (37%) being children (the numbers in brackets refer to the previous financial year). Overall, we see a rise in demand for services continuing into the near term future.

In the same period we have collected 118,891 (130,578) kilos of food through supermarket collections and donations from churches, businesses, individuals and community groups in the City. It is notable that although need for our service has increased by 16%, food donations has decreased by 9%. Directly purchased food increased to supplement the widening gap between donated food and need. In total we distributed 173,823 (161,539) kilos of food as 3-day emergency food parcels, through our Foodbank Welcome Centres. Our Foodbank Welcome Centres also offer visitors a hot drink (some venues also provide a community meal) and a chance to chat to volunteers. Several centres have representatives from external support organisations available to talk to visitors.

At the beginning of this reporting period, the Charity, together with Cambridge Sustainable Food and Cambridge city Council, helped to organise the Cambridge Food Justice Conference (October 23). The conference highlighted the work of the Charity's Fairbite Food Clubs and its intention to expand the model, and also the Charity's campaigning work on the Essentials Guarantee.

In the run up to Christmas 2023 the Charity organised the collection of 917 Christmas hampers from members of the public and local businesses, for families and individuals in need, distributed through 20 local community groups and charities who were regularly working alongside them.

In addition to our eight Foodbank Welcome Centres referred above, we have been providing food to our Fairbite Food Clubs.

Our Fairbite Food Clubs started in 2018 to provide longer term support for people struggling to afford food on an ongoing basis. The first Fairbite Food Club was in Arbury, and then in March 2022 we opened a Fairbite in Chesterton, in partnership with St Georges Church.

During the year, with 'Pathfinder' grant support from Trussell, the Charity conducted extensive research across the Trussell network of food banks to identify good practice in delivering affordable food clubs and from which a new model for Fairbite Food Club delivery emerged. Alongside this, the Charity worked with Cambridge Sustainable Food to transition three 'food hubs' into Fairbite Food Clubs. In July 2024, Fairbite Trumpington, Fairbite St James (Queen Edith's), and Fairbite St Andrews (Cherry Hinton), expanded the affordable food club network to five. One of the principles of the new Fairbite model is to work with a local anchor community organisation who manages the Food club via a collaboration agreement with the Charity.

By the year end, the Fairbite Food Club network had around 320 members and regularly supported around 864 individuals/family members. The supply of food comes either from surplus items in our warehouse, community donations, Fareshare, a local fruit and vegetable wholesaler and surplus supermarket food collected by volunteers. We now also regularly purchase certain items to provide a consistent supply of staple groceries for members, in support of our charitable aim to relieve poverty.

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2024**

---

**ACHIEVEMENTS AND PERFORMANCE (CONTINUED)**

In June the Board reviewed its Fuel Help Scheme to more closely align the service with its vision and mission. Fuel help referral agencies were reduced from 12 to 6, and going forward fuel voucher referrals must be linked to clients in need of a food bank voucher. During the year the Charity issued 1,620 fuel vouchers compared to 2033 in the previous year, at a cost of £63,790 compared to £106,090 in the previous year.

The Financial Inclusion project, funded by Trussell and run in partnership with Cambridge Citizen's Advice proved so successful that the Board increased the number of advisor sessions in its Foodbank Welcome Centres and Fairbite Food Clubs by 60% (from 1st Sept 24), redistributing cost savings from the refocused Fuel Help scheme. By 30 September 2024, the project, since starting in May 23, had worked with 439 people and identified £848,357 of additional income that they were entitled to receive.

The Charity has focused on listening to the voice of people with lived experience of poverty, supported by the work of our local Organiser and Campaign Coordinator. This work has enabled foodbank visitors and Fairbite Food Club members to join reference groups that have shaped the revised Fairbite Food Club's strategic direction and its emerging operational model. Throughout the year the Charity has campaigned in support of the Essentials Guarantee (championed by Trussell & Joseph Rowntree Foundation) aimed at bridging the social security gap between benefit income and the level of income needed to provide life's essentials. This work included meetings with the Cambridge MP, Daniel Zeichner, attending a reception in House of Commons, London and conducting a hustings event for parliamentary candidates in the run up to the June 24 General Election.

Dr Liam Loftus who had previously stepped aside from Trustee responsibilities to take on Health Inequality contracted work for the Charity (following a compliant appointment process) stepped down as a Trustee in July 24.

With the support of a Trussell Sustainability Grant, the Charity made appointments of a p/t interim Volunteer Coordinator and two p/t Development (Fundraising) roles. The former role assisted the continuous recruitment and placement of volunteers after the previous long-standing postholder (who had donated her time to the Charity for several years) stood down. The Board also used the opportunity to carry out an external 'Volunteer Learning Project' to gain a greater understanding of the strengths and weaknesses of the existing volunteer systems supporting 200+ volunteers annually. This research project was led by Co-creating Futures and conducted between March – August 2024. The p/t development Director and Development Administrator roles, also supported by the above Sustainability Grant, were created in recognition of the need for the Charity to develop its fundraising systems to meet the identified development need.

The Charity acknowledges grateful thanks to Trussell for extensive grant support of £346,886 (of which, £335,230 is restricted) during the year to fund many of the areas of organisational development mentioned above, including Fairbite Food Club network expansion, local organising and campaigning work, the financial inclusion project and the future creation of the development (fundraising) function in 2024-26.

During the year, Trustees made small grants to three local charitable organisations totalling £26,129 to support community work which aligns with the operation of Foodbank Welcome Centres, and Fairbite Food Clubs. These grants are subject to Board approval, and are targeted, aligned with this Charity's strategic objectives, subject to a grant/collaboration agreement and require feedback on the outcomes of the grant.

During the year the Charity said farewell to John Edney and Margaret Saner, both of whom had previously held the position of CEO and various other senior roles within the Charity over a period of around eight years, investing thousands of hours of volunteer service, for which the Charity is truly indebted.

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2024**

---

**ACHIEVEMENTS AND PERFORMANCE (CONTINUED)**

The accounts for the year ended 30 September 2024 show the following results:

- an increase in the value of the food distributed to £470,141 [2022/23: £382,847];
- an operating surplus of £13,262 [2022/23: surplus of £174,775];
- general reserves of £966,181 [2022/23: £1,098,224] and food stocks of £30,292 [2022/23: £29,194];
- an increase in the value of the food donated to £329,328 [2022/23: £312,748]; and
- charitable donations of £856,485 [2022/23: £771,485].

**FINANCIAL REVIEW**

**a. Going concern**

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements.

**b. Reserves policy**

The Policy of Cambridge City Foodbank is to hold up to twelve months of total expenditure as Reserves in order to allow the charity to adapt to any changes in pattern of the income received, and expenditure incurred by the Foodbank. The Trustees aim for a minimum level of reserves set at £500,000, which is between 6 and 9 months' expenditure. Fundraising will take place during the year to achieve the board's aims.

In the exceptional circumstances brought on by the pandemic and followed by the cost of living crisis, the amount of donations and income received rose to levels not previously seen, leading to the charity's reserves becoming higher than defined in previous reserves policy statements.

However, the Board of Trustees have designated £500,000 of surplus reserves for the expansion of the Fairbite Food Club network, and the relocation of the Charity's warehouse & offices, and the continuation of work funded by Trussell's pathfinder programme, for completion over the next 2-3 years.

At the year end the Charity had total funds of £1,174,494 of which £208,313 are restricted. After the above designation of £500,000 and excluding tangible fixed assets of £42,731, this leaves free reserves of £423,450.

**c. Material investments policy**

The Foodbank's investment policy is that a proportion of excess reserves should be invested in a suitable ethical investment portfolio which comprises a combination of ultra-low risk and low risk funds, with a view to providing income and/or capital growth to fund the core activities of the charity and to continuing such investment until such time as the funds are needed to finance projects decided upon by the Trustees.

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2024**

---

**d. Financial risk management objectives and policies**

During the year the Trustee Board established a Risk Committee, chaired by a Board Trustee.

The Risk Committee produced a Risk Management Policy which was subsequently adopted by the Board, together with Terms of reference for the Committee. The Risk Management Policy states that the Charity's approach to risk management, defines risk, how it is assessed, evaluated and escalated and documents roles and responsibilities for the management of risks.

During 2024 CCFb formally considered its risk appetite and decided to adopt a differentiated approach. The Trustee Board has adopted a risk appetite of 'averse' for the following areas:

- Safeguarding
- Cyber Security
- Health & Safety

For other areas, in particular the consideration of new business models and opportunities for partnerships, the Board's risk appetite is 'open' i.e. willing to consider all potential options and choose the one most likely to result in successful delivery, while also providing an acceptable level of benefit and value for money. As with other areas of its risk management, the Trustee Board keeps this approach under review.

There are no areas which cause immediate concern. The Trustee Board through the Risk Committee, monitor internal & external developments that may impact on the organisation. A comprehensive Risk Register is held and periodically reviewed, with mitigating actions taken by the CEO where required.

The most significant risks currently faced by the Charity relate to the following:

- Dependency on Income Sources. Steps to increase fundraising capacity to replace Trussell Grant funding post-2025 are in process.
- Development Overreach. The Board's ambitious plans to expand the Fairbite Food Club network using existing reserves, need to be balanced by the steady increase in fundraising capacity, delivered by the fledgeling Development team.
- Overreliance on Key Personnel. Knowledge and capacity of the finance team is being expanded to mitigate this overreliance.
- Procedures and Systems Documentation. An action plan is being developed following the outcome of the Volunteer Learning Project, which will tighten procedures and documentation.
- Breach of Health & Safety. Staff are methodically progressing an action plan provided by external consultants to improved health and safety systems.
- IT Systems. A review to be conducted by a specialist IT services consultancy is planned for later in 24/25.
- Loss of Premises. Plans to move to new premises are well advanced, supported by the City Council.
- Data Protection. Training of staff and volunteers is in progress.

---

**THE CAMBRIDGE CITY FOODBANK  
(A Company Limited by Guarantee)**

---

**TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 30 SEPTEMBER 2024**

---

**e. Strategic direction and organisational risk**

In March 2024 the Trustee Board adopted a new Strategic Guide document, that clearly articulates the Charity's vision, mission, values and the five key objectives for achievement over the following 2-3 years. This new direction has changed the nature of the risks that the Charity faces.

In response to an increase in repeated use of the Foodbank Welcome Centre, the Charity has plans to significantly expand the network of Fairbite Food Clubs. Over the period of the next 2-3 years, repeat visitors to the Foodbank Welcome Centres will be encouraged instead, to become a member of a Fairbite Food Club.

This new strategy has increased running costs. We have chosen to limit our exposure by running this enhanced provision in partnership with local organisations who provide premises and some staffing. These new social supermarkets are providing affordable food for people experiencing chronic hardship, and creates opportunities for people to access support, advice and community.

Despite measures to mitigate the increased running costs, the Charity will need to source longer term funding to sustain these activities, and has obtained grant support from Trussell to seed-fund a p/t Development (Fundraising) Team.

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2024**

---

**STRUCTURE, GOVERNANCE, AND MANAGEMENT**

**a. Constitution**

The company is a registered charity (Charity no. 1149883) and is limited by guarantee.

The company is constituted by its Memorandum & Articles of Association dated 21 June 2012, and was registered at Companies House, company no. 08175815, on 10 August 2012.

**b. Methods of appointment or election of Trustees**

New Trustees are recruited to fill gaps in the skill set of the continuing trustees. Trustees are appointed, following a rigorous selection process, by a resolution of the trustees at a special meeting. They are chosen with regard to the skills, knowledge and experience needed for the effective administration of the charity and their having a personal commitment to delivering the Charity's objectives, and supporting the Charity's ethos and values, and those of the Trussell Trust.

Trustees are either elected at the annual general meeting or co-opted until the annual general meeting. The practice is for trustees to retire from office at the third annual general meeting following their election (i.e. a 3-year term) but may be re-elected, normally for a further 3-year term. In addition to the above Trustees, the Chief Executive and Company Secretary attend the board meetings as non-voting members.

During the year the Charity worked with external consultants Reach Volunteering to recruit four additional trustees with a focus on matching governance skill gaps and widening the diversity of the Board. Alfred Muthunathan, Joanne Cornish, Nicola Pearson, Peter Childs all joined the Board in Nov/Dec 2023 as part of this successful initiative.

The Trustee note with thanks those Trustees who served on the Board and resigned in the past year; Dr S P Johnson who came to the end of his term of office, and Dr L Loftus who resigned in order to take up a paid employed position and in compliance with the Articles.

A full list of the trustees who served the charity during the year is as follows:

- Mr S Thornton CBE, Chair
- Mr R K Johnson, Treasurer (resigned 5 March 2024)
- Ms D M Hargreaves
- Mr M R Evans
- Dr S P Johnson
- Dr L Loftus (resigned 16 July 2024)
- Alfred Muthunathan
- Joanne Cornish
- Nicola Pearson
- Peter Childs

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2024**

---

**STRUCTURE, GOVERNANCE, AND MANAGEMENT (CONTINUED)**

**c. Organisational structure and decision-making policies**

The Cambridge City Food Bank is a member of the Trussell Foodbank Network, and operates as an independent social franchise of their foodbank model in the operation of the Charity's Foodbank Welcome Centres. Our relationship with the Trussell Trust is based on mutual undertakings agreed when we took on the franchise. This was for an initial period of 3 years and has been extendable annually. The mutual undertakings in place are contained in the Trussell Trust's Foodbank Operating Manual.

The Fairbite Food Club model is owned by the Charity and operates either under direct charity management or via a Collaboration Agreement with community partners who manage their Fairbite Food Club on behalf of the Charity.

The Charity has role descriptions for the Trustees, the Chairman, the Treasurer, and the Company Secretary and these are reviewed from time to time.

Good governance is achieved through regular quarterly meetings of the Trustees which receive comprehensive, concise and timely reports on the charity's strategic direction and operational performance. Urgent decisions are arranged as required, taken by electronic circulation and/or additional meetings when required.

The Chief Executive is responsible to the Board to provide:

- management, development and strategic planning.
- advice to Trustee Directors in carrying out their responsibilities, in maintaining an overview of the organisation and in making appropriate strategic, policy and financial decisions.

**d. Policies adopted for the induction and training of Trustees**

New Trustees are provided with an 'Induction Pack' covering such topics as legal status and governance, structure, organisation and staffing, governance, policy, and strategy. They are invited to attend an induction event for new volunteers and to visit the office and warehouse and to observe at a Foodbank Welcome Centre and at a FairBite Food Club. In addition to familiarise themselves with the Charity and the context within which it operates, new Trustees are invited and encouraged to attend meetings organised by Trussell and to attend specialised training where it is considered to be appropriate.

---

**THE CAMBRIDGE CITY FOODBANK  
(A Company Limited by Guarantee)**

---

**TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 30 SEPTEMBER 2024**

---

**PLANS FOR THE FUTURE**

Over the next twelve months the Charity aims to:

- Continue to expand the Fairbite Food Club network, adding a city centre location and developing a plan for the transfer of people in chronic food insecurity from Foodbank Welcome Centre to Fairbite Food Club member.
- Rebranded the Charity in support of the Trussell network rebrand following a Board review of rebrand implications.
- Implement the recommendations from the Volunteer Learning Project, including the recruitment and appointment of a Volunteer Development Coordinator, and administration volunteer team.
- Effectively communicated the Charity's ethos, mission and values in such a way that they resonate with trustees, staff and volunteers; through website, handbooks, posters, training and through amending the Articles of Association.
- Relocate the Charity's warehouse and offices as smoothly and as cost efficiently as possible.
- Review the referral pathway model to appropriately identify an emergency Foodbank Welcome Centre referral, to redirect where appropriately to Fairbite Food Club membership, and to ensure other support is maximised to end the need for reliance on charitable food, where possible.
- Develop stronger connections and regular communication with donors and develop corporate partner packs and community fundraising packs, to increase financial support.
- Support a local group to self-identify a poverty-exacerbating issue and take action for resolution. Continue to build support for the Essentials Guarantee campaign.

The Trustees are mindful of the rapidly changing external environment at the time of approving this report and will keep these plans under review, amending our response as needed.

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2024**

---

**STATEMENT OF TRUSTEES' RESPONSIBILITIES**

The Trustees (who are also the directors of the Charity for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees and signed on their behalf by:

*Stephen Thornton*

**Mr S Thornton, Chair**

Trustee

Date: 28 April 2025

---

**THE CAMBRIDGE CITY FOODBANK  
(A Company Limited by Guarantee)**

---

**INDEPENDENT EXAMINER'S REPORT  
FOR THE YEAR ENDED 30 SEPTEMBER 2024**

---

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEE OF THE CAMBRIDGE CITY  
FOODBANK ('THE COMPANY')**

I report to the charity Trustees on my examination of the accounts of the Charity for the year ended 30 September 2024.

**RESPONSIBILITIES AND BASIS OF REPORT**

As the Trustees of the Charity (and 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 Charity 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 the Charity's accounts 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 Charity'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:

1. accounting records were not kept in respect of the Charity 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.

This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my work or for this report.

Signed: *Michael Hewett*

Dated: 28 April 2025

M Hewett FCA DChA

**For and on behalf of Peters Elworthy & Moore**

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 30 SEPTEMBER 2024**

	Note	Restricted funds 2024 £	Unrestricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
<b>INCOME FROM:</b>					
Donations and legacies	2	336,530	519,955	856,485	771,485
Interest received		-	5,679	5,679	1,633
<b>TOTAL INCOME</b>		<b>336,530</b>	<b>525,634</b>	<b>862,164</b>	<b>773,118</b>
<b>EXPENDITURE ON:</b>					
Raising funds		-	15	15	468
Charitable activities	4	253,715	617,236	870,951	609,291
<b>TOTAL EXPENDITURE</b>		<b>253,715</b>	<b>617,251</b>	<b>870,966</b>	<b>609,759</b>
<b>NET INCOME/(EXPENDITURE) BEFORE NET GAINS ON INVESTMENTS</b>					
		<b>82,815</b>	<b>(91,617)</b>	<b>(8,802)</b>	<b>163,359</b>
Net gains on investments	8	-	22,064	22,064	11,416
<b>NET INCOME/(EXPENDITURE)</b>		<b>82,815</b>	<b>(69,553)</b>	<b>13,262</b>	<b>174,775</b>
Transfers between funds	12	62,490	(62,490)	-	-
<b>NET MOVEMENT IN FUNDS</b>		<b>145,305</b>	<b>(132,043)</b>	<b>13,262</b>	<b>174,775</b>
<b>RECONCILIATION OF FUNDS:</b>					
Total funds brought forward		63,008	1,098,224	1,161,232	986,457
Net movement in funds		145,305	(132,043)	13,262	174,775
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>208,313</b>	<b>966,181</b>	<b>1,174,494</b>	<b>1,161,232</b>

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 17 to 31 form part of these financial statements.

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**  
**REGISTERED NUMBER: 8175815**

**BALANCE SHEET**  
**AS AT 30 SEPTEMBER 2024**

	Note	2024 £	2023 £
<b>FIXED ASSETS</b>			
Tangible assets	7	42,371	17,098
Investments	8	217,693	195,629
		<u>260,064</u>	<u>212,727</u>
<b>CURRENT ASSETS</b>			
Debtors	10	57,234	41,665
Cash at bank and in hand		889,710	927,060
		<u>946,944</u>	<u>968,725</u>
Creditors: amounts falling due within one year	11	(32,514)	(20,220)
		<u>914,430</u>	<u>948,505</u>
<b>NET CURRENT ASSETS</b>		<u>914,430</u>	<u>948,505</u>
<b>TOTAL NET ASSETS</b>		<u><u>1,174,494</u></u>	<u><u>1,161,232</u></u>
<b>CHARITY FUNDS</b>			
Restricted funds	12	208,313	63,008
Unrestricted funds	12	966,181	1,098,224
<b>TOTAL FUNDS</b>		<u><u>1,174,494</u></u>	<u><u>1,161,232</u></u>

The Charity was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**  
**REGISTERED NUMBER: 8175815**

---

**BALANCE SHEET (CONTINUED)**  
**AS AT 30 SEPTEMBER 2024**

---

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

*Stephen Thornton*

**Mr S Thornton, Chair**  
Trustee  
Date: 28 April 2025

The notes on pages 17 to 31 form part of these financial statements.

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2024**

	<b>Note</b>	<b>2024</b> <b>£</b>	<b>2023</b> <b>£</b>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
Net cash used in operating activities	14	<b>1,928</b>	178,146
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
Dividends, interests and rents from investments		<b>5,679</b>	1,633
Purchase of tangible fixed assets	7	<b>(44,957)</b>	(6,353)
<b>NET CASH USED IN INVESTING ACTIVITIES</b>		<b>(39,278)</b>	<b>(4,720)</b>
<b>CHANGE IN CASH AND CASH EQUIVALENTS IN THE YEAR</b>		<b>(37,350)</b>	<b>173,426</b>
Cash and cash equivalents at the beginning of the year		<b>927,060</b>	753,634
<b>CASH AND CASH EQUIVALENTS AT THE END OF THE YEAR</b>	15	<b>889,710</b>	927,060

The notes on pages 17 to 31 form part of these financial statements

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2024**

---

**1. ACCOUNTING POLICIES**

**1.1 BASIS OF PREPARATION OF FINANCIAL STATEMENTS**

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - 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) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The Cambridge City Foodbank meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

**1.2 INCOME**

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

**1.3 EXPENDITURE**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on raising funds includes all expenditure incurred by the Charity to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charity's objectives, as well as any associated support costs.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

All expenditure is inclusive of irrecoverable VAT.

**1.4 INTEREST RECEIVABLE**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charity; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2024**

---

**1. ACCOUNTING POLICIES (CONTINUED)**

**1.5 TANGIBLE FIXED ASSETS AND DEPRECIATION**

Tangible fixed assets costing £NIL or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, .

Depreciation is provided on the following basis:

Motor vehicles	-	25%	Straight line
Fixtures and fittings	-	25%	Straight line
Office equipment	-	25%	Straight line
Computer equipment	-	25%	Straight line

**1.6 INVESTMENTS**

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance Sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the Statement of Financial Activities.

**1.7 DEBTORS**

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**1.8 CASH AT BANK AND IN HAND**

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**1.9 LIABILITIES AND PROVISIONS**

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of Financial Activities as a finance cost.

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2024**

**1. ACCOUNTING POLICIES (CONTINUED)**

**1.10 FINANCIAL INSTRUMENTS**

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**1.11 PENSIONS**

The Charity operates a defined contribution pension scheme and the pension change represents the amounts payable by the Charity to the fund in respect of the year.

**1.12 FUND ACCOUNTING**

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

**2. INCOME FROM DONATIONS**

	<b>Restricted funds 2024 £</b>	<b>Unrestricted funds 2024 £</b>	<b>Total funds 2024 £</b>	<b>Total funds 2023 £</b>
Donations	336,530	519,955	<b>856,485</b>	771,485
<b>TOTAL 2023</b>	<b>141,646</b>	<b>629,839</b>	<b>771,485</b>	

The value of donated food in 2024 was £329,328 (Calculated as 118,891 kilos valued at £2.77 per kilo adjusted for purchased food) (2023: 131,961 kilos valued at £2.37 - £312,748).

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2024**

**3. ANALYSIS OF GRANTS**

	<b>Grants to Institutions 2024 £</b>	<b>Total funds 2024 £</b>	<b>Total funds 2023 £</b>
Grants payable	26,129	<b>26,129</b>	50
TOTAL 2023	50	50	

The Charity has made the following material grants to institutions during the year:

	<b>2024 £</b>	<b>2023 £</b>
<b>NAME OF INSTITUTION</b>		
St Paul's Church PCC	<b>15,000</b>	-
St George's Church PCC	<b>7,500</b>	-
St James' Church PCC	<b>3,629</b>	-
	<b>26,129</b>	-
<b>OTHER GRANTS TO INSTITUTIONS</b>	-	50
	<b>26,129</b>	50

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2024**

**4. ANALYSIS OF EXPENDITURE BY ACTIVITIES**

	<b>Activities undertaken directly 2024 £</b>	<b>Grant funding of activities 2024 £</b>	<b>Support costs 2024 £</b>	<b>Total funds 2024 £</b>	<b>Total funds 2023 £</b>
Special items	87,636	26,129	-	<b>113,765</b>	109,575
Food costs	163,167	-	1,017	<b>164,184</b>	82,656
Staff costs	307,628	-	-	<b>307,628</b>	178,009
Premises expenses	-	-	72,346	<b>72,346</b>	65,388
Volunteer expenses	23,024	-	-	<b>23,024</b>	17,876
Depreciation	-	-	12,126	<b>12,126</b>	8,612
Financial Inclusion Project	-	-	51,200	<b>51,200</b>	25,600
Administration expenses	116,069	-	-	<b>116,069</b>	115,292
Accountancy fees (governance)	-	-	10,609	<b>10,609</b>	6,283
	<u>697,524</u>	<u>26,129</u>	<u>147,298</u>	<u><b>870,951</b></u>	<u>609,291</u>
<b>TOTAL 2023</b>	<u>503,209</u>	<u>50</u>	<u>106,032</u>	<u>609,291</u>	

The value of food distributed to clients in 2024 was £492,495 (calculated as 118,891 kilos as per Note 2 plus direct food costs as above) (2023: £395,255 (calculated as 131,961 kilos plus direct food costs)).

In 2024 special items above includes £63,790 fuel top-ups (see Note 12 restricted funds) (2023: £106,090).

**5. INDEPENDENT EXAMINER'S REMUNERATION**

	<b>2024 £</b>	<b>2023 £</b>
Fees (inclusive of VAT) payable to the Charity's independent examiner in respect of:		
Independent examination of the Charity's annual accounts	<b>1,500</b>	1,400
Other accountancy fees	<b>2,340</b>	2,200
	<u><b>3,840</b></u>	<u>3,600</u>

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2024**

**6. STAFF COSTS**

	<b>2024</b>	2023
	<b>£</b>	<b>£</b>
Wages and salaries	<b>271,773</b>	161,627
Social security costs	<b>19,049</b>	6,407
Contribution to defined contribution pension schemes	<b>16,806</b>	9,975
	<b><u>307,628</u></b>	<u>178,009</u>

The average number of persons employed by the Charity during the year was as follows:

	<b>2024</b>	2023
	<b>No.</b>	<b>No.</b>
Average number of employees	<b><u>12</u></b>	<u>7</u>

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

	<b>2024</b>	2023
	<b>No.</b>	<b>No.</b>
In the band £60,001 - £70,000	<b>1</b>	-

The key management personnel of the charity comprises the Trustees and the CEO. The trustees all give their time and expertise without any kind of remuneration or other benefit in kind (2023: £Nil). The remuneration of the CEO was £71,870 in the year, including employer's costs (2023: £54,966).

During the year, 1 Trustee received remuneration amounting to £18,975 in relation to their work on behalf of CCFB as Health Inequalities Advisor. This amount was made with the authority of the Charity's Articles of Association and did not relate to their duties as a Trustee. While engaged in this position, it was agreed that the Trustee would not attend or participate in any meeting in the capacity as a trustee, but solely as a consultant.

During the year, travel and subsistence expenses amounting to £226 were reimbursed to 1 Trustee (2023: £2,701 to 3 Trustees).

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2024**

**7. TANGIBLE FIXED ASSETS**

	Motor vehicles £	Fixtures and fittings £	Office equipment £	Computer equipment £	Total £
<b>COST</b>					
At 1 October 2023	21,900	17,887	5,398	-	45,185
Additions	25,000	11,681	-	8,276	44,957
At 30 September 2024	<u>46,900</u>	<u>29,568</u>	<u>5,398</u>	<u>8,276</u>	<u>90,142</u>
<b>DEPRECIATION</b>					
At 1 October 2023	10,950	12,145	4,992	-	28,087
Charge for the year	11,725	5,484	406	2,069	19,684
At 30 September 2024	<u>22,675</u>	<u>17,629</u>	<u>5,398</u>	<u>2,069</u>	<u>47,771</u>
<b>NET BOOK VALUE</b>					
At 30 September 2024	<u>24,225</u>	<u>11,939</u>	<u>-</u>	<u>6,207</u>	<u>42,371</u>
At 30 September 2023	<u>10,950</u>	<u>5,742</u>	<u>406</u>	<u>-</u>	<u>17,098</u>

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2024**

---

**8. FIXED ASSET INVESTMENTS**

	<b>Listed investments £</b>
<b>COST OR VALUATION</b>	
Additions	<b>195,629</b>
Revaluations	<b>22,064</b>
<b>AT 30 SEPTEMBER 2024</b>	<b>217,693</b>

All the fixed asset investments are held in the UK.

All investments are carried at their fair value. Holdings in common investment funds, unit trusts and open ended investment companies are at the bid price. The basis of fair value for quoted investments is equivalent to the market value, using the bid price. Asset sales and purchases are recognised at the date of trade at cost (that is their transaction value).

The Charity is operating an investment policy that provides for a degree of diversification of holdings within different unit trust investments. The Charity has invested in a number of unit trusts in order to protect the Charity's exposure to volatility in the market and seek low risk investments wherever possible.

The Charity does not make use of derivatives and similar complex financial instruments as it takes the view that investments are held for their longer term growth and annual income.

The Charity has no material investment holdings in markets subject to exchange controls or trading restrictions.

**9. STOCKS**

The value of stock donated as at 30 September 2024 was £30,292 (2023: £29,194) and in line with the accounting policy this is valued in the accounts as £Nil.

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2024**

**10. DEBTORS**

	<b>2024</b>	2023
	£	£
<b>DUE AFTER MORE THAN ONE YEAR</b>		
Rent deposit	<b>21,145</b>	21,145
	<u><b>21,145</b></u>	<u>21,145</u>
<b>DUE WITHIN ONE YEAR</b>		
Other debtors	<b>4,816</b>	2,037
Prepayments and accrued income	<b>31,273</b>	18,483
	<u><b>57,234</b></u>	<u>41,665</u>

**11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>2024</b>	2023
	£	£
Bank overdrafts	-	28
Trade creditors	<b>20,231</b>	12,716
Other taxation and social security	<b>5,657</b>	4,476
Other creditors	<b>2,786</b>	-
Accruals and deferred income	<b>3,840</b>	3,000
	<u><b>32,514</b></u>	<u>20,220</u>

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2024**

**12. STATEMENT OF FUNDS**

**STATEMENT OF FUNDS - CURRENT YEAR**

	Balance at 1 October 2023 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 30 September 2024 £
<b>UNRESTRICTED FUNDS</b>						
<b>DESIGNATED FUNDS</b>						
Future Development Fund	150,000	-	-	350,000	-	500,000
<b>GENERAL FUNDS</b>						
General Fund	948,224	525,634	(617,251)	(412,490)	22,064	466,181
<b>TOTAL UNRESTRICTED FUNDS</b>	<b>1,098,224</b>	<b>525,634</b>	<b>(617,251)</b>	<b>(62,490)</b>	<b>22,064</b>	<b>966,181</b>
<b>RESTRICTED FUNDS</b>						
The Trussel Trust	63,008	335,230	(189,925)	-	-	208,313
Other restricted funds	-	1,300	(63,790)	62,490	-	-
	63,008	336,530	(253,715)	62,490	-	208,313
<b>TOTAL OF FUNDS</b>	<b>1,161,232</b>	<b>862,164</b>	<b>(870,966)</b>	<b>-</b>	<b>22,064</b>	<b>1,174,494</b>

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2024**

**12. STATEMENT OF FUNDS (CONTINUED)**

**STATEMENT OF FUNDS - PRIOR YEAR**

	Balance at 1 October 2022 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 30 September 2023 £
<b>UNRESTRICTED FUNDS</b>						
<b>DESIGNATED FUNDS</b>						
Future Development Fund	150,000	-	-	-	-	150,000
<b>GENERAL FUNDS</b>						
General Fund	836,457	631,472	(467,711)	(63,410)	11,416	948,224
<b>TOTAL UNRESTRICTED FUNDS</b>	<u>986,457</u>	<u>631,472</u>	<u>(467,711)</u>	<u>(63,410)</u>	<u>11,416</u>	<u>1,098,224</u>
<b>RESTRICTED FUNDS</b>						
The Trussel Trust	-	98,966	(35,958)	-	-	63,008
Other restricted funds	-	42,680	(106,090)	63,410	-	-
	<u>-</u>	<u>141,646</u>	<u>(142,048)</u>	<u>63,410</u>	<u>-</u>	<u>63,008</u>
<b>TOTAL OF FUNDS</b>	<u><u>986,457</u></u>	<u><u>773,118</u></u>	<u><u>(609,759)</u></u>	<u><u>-</u></u>	<u><u>11,416</u></u>	<u><u>1,161,232</u></u>

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2024**

---

**12. STATEMENT OF FUNDS (CONTINUED)**

**RESTRICTED FUNDS**

**The Trussel Trust**

The Charity receives various restricted funding from The Trussel Trust towards specific projects.

**Other restricted funds**

Within other restricted funds there are sometimes several smaller funds (food, clothes, energy, and research) and when expenditure exceeds the brought forward funds and income then the deficit is covered by a transfer from general funds. This year a total of £62,490 (2023: £63,410) was transferred.

**DESIGNATED FUNDS**

A transfer of £150,000 was made to the designated fund for future development in 2017. During the year the Trustees reviewed this designation and have increased this fund to £500,000 specifically for the expansion of the Fairbite Food Club network, relocation of the Charity's warehouse and offices, and the continuation of work funded by Trussell's pathfinder programme, for completion over the next 2-3 years.

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2024**

**13. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

**ANALYSIS OF NET ASSETS BETWEEN FUNDS - CURRENT PERIOD**

	Restricted funds 2024 £	Unrestricted funds 2024 £	Total funds 2024 £
Tangible fixed assets	-	42,371	<b>42,371</b>
Fixed asset investments	-	217,693	<b>217,693</b>
Debtors due after more than one year	-	21,145	<b>21,145</b>
Current assets	208,313	717,486	<b>925,799</b>
Creditors due within one year	-	(32,514)	<b>(32,514)</b>
<b>TOTAL</b>	<b>208,313</b>	<b>966,181</b>	<b>1,174,494</b>

**ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR PERIOD**

	Restricted funds 2023 £	Unrestricted funds 2023 £	Total funds 2023 £
Tangible fixed assets	-	17,098	17,098
Fixed asset investments	-	195,629	195,629
Debtors due after more than one year	-	21,145	21,145
Current assets	63,008	884,572	947,580
Creditors due within one year	-	(20,220)	(20,220)
<b>TOTAL</b>	<b>63,008</b>	<b>1,098,224</b>	<b>1,161,232</b>

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2024**

**14. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES**

	2024 £	2023 £
Net income for the period (as per Statement of Financial Activities)	<b>13,262</b>	174,775
<b>ADJUSTMENTS FOR:</b>		
Depreciation charges	<b>19,684</b>	8,612
Losses on investments	<b>(22,064)</b>	(11,416)
Dividends, interests and rents from investments	<b>(5,679)</b>	(1,633)
Increase in debtors	<b>(15,569)</b>	(1,707)
Increase in creditors	<b>12,294</b>	9,515
<b>NET CASH PROVIDED BY OPERATING ACTIVITIES</b>	<b>1,928</b>	178,146

**15. ANALYSIS OF CASH AND CASH EQUIVALENTS**

	2024 £	2023 £
Cash in hand	<b>889,710</b>	927,060
<b>TOTAL CASH AND CASH EQUIVALENTS</b>	<b>889,710</b>	927,060

**16. ANALYSIS OF CHANGES IN NET DEBT**

	At 1 October 2023 £	Cash flows £	At 30 September 2024 £
Cash at bank and in hand	927,060	(37,350)	889,710
Bank overdrafts repayable on demand	(28)	28	-
	<b>927,032</b>	<b>(37,322)</b>	<b>889,710</b>

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2024**

---

**17. OPERATING LEASE COMMITMENTS**

At 30 September 2024 the Charity had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	<b>2024</b>	2023
	£	£
Not later than 1 year	<b>56,288</b>	57,344
Later than 1 year and not later than 5 years	<b>21,477</b>	57,220
	<u><b>77,765</b></u>	<u>114,564</u>

The following lease payments have been recognised as an expense in the Statement of Financial Activities:

	<b>2024</b>	2023
	£	£
Operating lease rentals	<u><b>70,704</b></u>	<u>73,115</u>

**18. RELATED PARTY TRANSACTIONS**

There were no other related party transactions during the current or prior period beyond those referred to in Note 6.

**THE CAMBRIDGE CITY FOODBANK**

England & Wales - Charity number 1149883

---

# Accounts

---

---

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

---

**UNAUDITED**

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 30 SEPTEMBER 2023**

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**CONTENTS**

---

	Page
<b>Reference and Administrative Details of the Charity, its Trustees and Advisers</b>	1
<b>Trustees' Report</b>	2 - 8
<b>Independent Examiner's Report</b>	9
<b>Statement of Financial Activities</b>	10
<b>Balance Sheet</b>	11 - 12
<b>Statement of Cash Flows</b>	13
<b>Notes to the Financial Statements</b>	14 - 26

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS  
FOR THE YEAR ENDED 30 SEPTEMBER 2023**

---

<b>Trustees</b>	Mr S Thornton, Chair Mr R K Johnson Dr S O'Brien (resigned 8 March 2023) Ms J C Preston (resigned 7 March 2023) Ms D M Hargreaves Mr M R Evans Dr S P Johnson (resigned 5 March 2024) Dr L Loftus (appointed 5 December 2022) P R G Childs (appointed 28 September 2023) A S Muthunathan (appointed 28 September 2023) N C Pearson (appointed 28 September 2023) J Funk (appointed 6 November 2023)
<b>Registered number</b>	8175815
<b>Charity number</b>	1149883
<b>Registered office</b>	2 Orwell House Cowley Road Cambridge CB4 0PP
<b>Company secretary</b>	Dr D A Livesey
<b>Independent Examiner</b>	Mr M Hewett ACA DChA Peters Elworthy & Moore Chartered Accountants Salisbury House Station Road Cambridge CB1 2LA

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2023**

---

The Trustees (who are also directors for the purposes of the Companies Act) present their annual report together with the financial statements of the Charity for the 1 October 2022 to 30 September 2023. The Trustees confirm that the Annual Report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the Charity qualifies as small under section 382 of the Companies Act 2006, the Strategic Report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

## **OBJECTIVES AND ACTIVITIES**

### **a. Policies and objectives**

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit.

The principal activities of the charity are the relief of poverty by providing food to the needy and destitute in particular within a 25 miles radius of Cambridge.

### **b. Strategies for achieving objectives**

In fulfilling the charitable aim, Cambridge City Foodbank sees it's vision as ending the need for foodbanks in the UK.

While we work toward this ultimate goal, our ongoing local Mission remains to meet the need for emergency and affordable food, and tackle the causes of poverty, by harnessing the power of the community.

The principle way we do this is through a straightforward system of collection, collation and distribution of basic food items; providing 3 day' worth of emergency food, packed according to family unit size, to identified people who find themselves in crisis need and unable to buy food. In addition we are developing a network of affordable food clubs for people in a persistent state of food insecurity.

## **ACHIEVEMENTS AND PERFORMANCE**

### **a. Review of activities**

During the reporting year under review we operated with the cooperation of 115 active voucher distributing agencies with a roughly equal number of statutory agencies and voluntary bodies (including charities and churches). These agencies are able to identify their clients who are in crisis, needing food, and refer them to us.

This ensures that our services are available to those most in need. In the period under review we have supplied 15,045 (12,731) 3-day emergency food parcels, providing meals to people in Cambridge and surrounding area, with around 37% (39%) being children (the numbers in brackets refer to the previous financial year). Overall we see a rise in demand for services continuing into the near term future.

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2023**

---

**ACHIEVEMENTS AND PERFORMANCE**

**a. Review of activities (cont.)**

In the same period we have collected 130,629 (128,062) kilos of food through supermarket collections and donations from churches, businesses, individuals and community groups in the City. Food was also purchased directly using charity funds to supplement the food donations. In total we distributed 161,539 (146,910) kilos of food as 3-day emergency food parcels, through our Foodbank Welcome Centres.

In addition to the Foodbank Welcome Centres we have been providing food to our two Fairbite affordable food clubs.

Our Fairbite affordable food clubs started in 2018 to provide longer term support for people struggling to afford food on an ongoing basis. The first Fairbite Food Club was in Arbury, and then in March 2022 we opened a Fairbite in Chesterton, in partnership with St Georges Church.

In total, the Fairbite Clubs have around 160 members, referred by support agencies and are open 5 sessions per week. Members are able to shop once or twice a week, depending on the size of their family. They can choose items off the shelves, together with a selection of fresh fruit and vegetables. Members pay a small membership fee, for which they receive around £20 worth of food. The membership fee gives people the dignity of being shoppers. Food comes either from surplus items in our warehouse, community donations, Fareshare, a local fruit and vegetable wholesaler and surplus supermarket food collected by volunteers. Following an evaluation of the Fairbite operation, we have also begun to purchase certain items to provide a consistent supply of staple groceries for members.

We have been operating a scheme to give electricity and gas top-ups to people, referred by agencies. During the year the cost of this came to £106,090 (£76,750).

Our Foodbank Welcome Centres also offer visitors a hot drink (some venues also provide a community meal) and a chance to chat to volunteers. Several centres have representatives from external support organisations available to talk to visitors.

In December 2022, Steve Clay joined the Charity as the new CEO, taking over from Margaret Saner who continues in her previous role of Volunteer Coordinator. The trustees wish to record their thanks to Margaret for leading the organisation as CEO since 2020.

During the year the employed staff team expanded in response to the continued increase in the Charity's services, and with additional grant support from Trussell Trust. This has enabled a consistent level of coordination, food supply and logistical support to our large teams of volunteers who are at the frontline of service delivery.

In addition to operational staff supporting Foodbank Welcome Centres and Warehouse distribution, the Charity has employed a Local Organiser and Pathfinder Development Manager (both supported by Trussell Trust Grant) to develop the active participation of people with lived experience, and the development of the Fairbite Club network.

The Charity has also benefited from the research and development skills of Dr Liam Loftus who has stepped aside from trustee responsibilities to take on Health Inequality contracted work over a 12 month period, in support of the above developments, and after the Board conducted a process which covered off the potential conflict of interest.

In May 2023 the Charity began a partnership with Cambridge Citizen's Advice, providing advisors in all 10 of our Foodbank Welcome Centre and Fairbite Club locations to support the financial inclusion of visitors and members. By 30th September 2023, the project had worked with 148 people and sourced £106,294 of additional

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2023**

---

**ACHIEVEMENTS AND PERFORMANCE (CONTINUED)**

income to which they were entitled to receive.

The accounts for the year ended 30 September 2023 have been prepared on the accruals basis and show the following results:

The accounts for the year ended 30 September 2023 have been prepared on the accruals basis and show the following results:

- an increase in the value of the food distributed to £382,847 (2022: £257,093)
- an operating surplus of £174,775 (2022: £69,866) which results in:
- designated reserves of £150,000 (2022: £150,000) and restricted reserves of £63,008 (2022: £NIL);
- general reserves of £1,098,224 (2022: £986,457) and food stocks of £29,194 (2022: £21,819);
- an increase in the value of the food donated to £312,748 (2022: £224,117); and
- charitable donations of £771,485,748 (2022: £447,032).

**FINANCIAL REVIEW**

**a. Going concern**

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements.

**b. Reserves policy**

The Policy of Cambridge City Foodbank is to hold up to 12 months of total expenditure as Reserves in order to allow the charity to adapt to any changes in pattern of the income received, and expenditure incurred by the Foodbank. It has therefore, been agreed that the minimum level of the Reserve Fund will be set at £500,000, which is between 6 and 9 months' of the budgeted expenditure for 2023-24. At the year end the Charity had total funds of £1,161,232 of which £63,008 are restricted and £17,098 are represented by the tangible fixed assets used to deliver the Charity's activities. The Trustees have designated £150,000 for the future strategic development of the Charity. This leaves free reserves of £931,126.

In the exceptional circumstances brought on by the pandemic and followed by the cost of living crisis, the amount of donations and income received has risen to levels not previously seen, leading to the charity's Reserves becoming higher than defined in this Policy Statement.

In line with the Foodbank's procedure for reviewing Reserves, the Management Team has developed and presented a plan which has been approved by the Trustees, for using these reserves. This includes the expansion of the staff team to meet future demand for the charity's services, delivery of our Trussell Trust Pathfinder strategy, and the implementation of the FairBite review and expansion plan. At the year end the Charity had total funds of £1,161,232 of which £63,008 are restricted and £17,098 are represented by the tangible fixed assets used to deliver the Charity's activities. The Trustees have designated £150,000 for the future strategic development of the Charity. This leaves free reserves of £931,126.

---

**THE CAMBRIDGE CITY FOODBANK  
(A Company Limited by Guarantee)**

---

**TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 30 SEPTEMBER 2023**

---

**c. Material investments policy**

The Foodbank's investment policy is that a proportion of excess reserves should be invested in a suitable ethical investment portfolio which comprises a combination of ultra-low risk and low risk funds, with a view to providing income and/or capital growth to fund the core activities of the charity and to continuing such investment until such time as the funds are needed to finance projects decided upon by the Trustees.

**d. Financial risk management objectives and policies**

The Trustee Board has approved the risk management strategy and reviews the risk assessment regularly. Regular reviews are performed by the Trustee Board to assess the likelihood and impact, relevance of risks, current strategies applied and the strength of the strategies. The residual risk is identified and action plans are created to further mitigate risk.

There are no areas which caused immediate concern. The Trustee Board is responsible for monitoring external developments that may impact on the organisation. Comprehensive budgeting systems and financial reporting, which indicate financial performance against the budget, and forecasts are reviewed and agreed at the Trustee Board.

The most significant risks faced by the charity have been identified by the Trustee Board and relate to the following:

- Loss of Key Trustees leading to ineffective governance, which is well mitigated by succession planning for board membership, and by having an appropriately sized board with a documented audit of its skills.
- Loss of key members of the management team, which is mitigated by cover from other team members, including paid staff, and the trustee board.
- Public perception leading to a loss of influence and loss of morale with its consequential impact of the charity's funding. This is well mitigated by the impact of its communication strategy and policy as well as good reporting including the complaints procedure.
- Crisis management strategy, which has been robustly tested by the covid pandemic, is effective.

**Structure, governance and management**

**a. Constitution**

The company is a registered charity (Charity no. 1149883) and is limited by guarantee.

The company is constituted by its Memorandum & Articles of Association dated 21 June 2012, and was registered at Companies House, company no. 08175815, on 10 August 2012.

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2023**

---

**Structure, governance and management (CONTINUED)**

**b. Methods of appointment or election of Trustees**

Trustees are appointed by a resolution of the trustees at a special meeting. They are chosen with regard to the skills, knowledge and experience needed for the effective administration of the charity and their having a personal commitment to delivering the Charity's objectives, and supporting the Charity's ethos and values, and those of the Trussell Trust.

The trustees who served the charity during the year were as follows:

Mr S Thornton CBE  
Mr R K Johnson  
Dr S O'Brien  
Ms J C Preston  
Ms D M Hargreaves  
Mr M R Evans  
Dr S P Johnson  
Dr L Loftus  
P R G Childs  
A S Muthunathan  
M C Pearson

**c. Organisational structure and decision-making policies**

The Cambridge City Food Bank is a member of the Trussell Trust Foodbank Network, and operates as an independent social franchise of their foodbank model. Our relationship with the Trussell Trust is based on mutual undertakings agreed when we took on the franchise. This was for an initial period of 3 years and has been extendable annually. The mutual undertakings in place are contained in the Trussell Trust's Foodbank Operating Manual.

The organisation has role descriptions for the trustees, the chairman, the treasurer, and the company secretary and these are reviewed from time to time.

Good governance is achieved through regular quarterly meetings of the trustees which receive comprehensive, concise and timely reports on the charity's strategic direction and operational performance. Urgent decisions are arranged as required, taken by electronic circulation and/or additional meetings when required.

The Chief Executive is responsible to the Board to provide:

- management, development and strategic planning
- advice to Trustee Directors in carrying out their responsibilities, in maintaining an overview of the organisation and in making appropriate strategic, policy and financial decisions.

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2023**

---

**Structure, governance and management (CONTINUED)**

**d. Policies adopted for the induction and training of Trustees**

New trustees are recruited to fill gaps in the skill set of the continuing trustees. Trustees are either elected at the annual general meeting or co-opted until the annual general meeting. The practice is for trustees to retire from office at the third annual general meeting following their election (i.e. a 3-year term) but may be re-elected, normally for a further 3-year term. In addition to the above trustees, the Chief Executive and Company Secretary attend the board meetings as non-voting members.

New trustees are provided with an 'Induction Pack' covering such topics as legal status and governance, structure, organisation and staffing, governance, policy, and strategy. They are invited to attend an induction event for new volunteers and to visit the office and warehouse and to observe at a Foodbank Welcome Centre and at a FairBite Club. In addition to familiarise themselves with the charity and the context within which it operates, new trustees are invited and encouraged to attend meetings organised by the Trussell Trust and to attend specialised training where it is considered to be appropriate.

**PLANS FOR THE FUTURE**

Over the next twelve months the Charity aims to:

- Develop a clearer sense of purpose, through the articulation of vision, mission, ethos and values, to help steer the strategic direction and behaviour of the Charity and those who serve within it.
- Maintain robust operational systems which continue to facilitate the collection and provision of emergency food through eight Foodbank Welcome Centres; and in addition, to facilitate the ongoing provision of affordable food through the two existing Fairbite clubs.
- Continue to develop the Financial Inclusion project with Cambridge Citizens Advice, toward ending the need for future use of a foodbank by enhancing the income of those supported.
- Research best practice in the delivery of social supermarkets with a view to improved and further develop the Fairbite operating model.
- Identify partner organisations across Cambridge who wish to work with Cambridge City Foodbank to develop a social supermarket.
- Create a Fairbite Members Group to increase member participation in service development and identify local campaigning issues that would help alleviate poverty.
- Further develop the involvement of volunteers through external evaluation, building on what works well and identifying new ideas to build volunteer engagement; including widening participation from people with lived experience of poverty.
- Work together with Trussell Trust to implement plans for future sustainability, increasing income levels to meet the cost of the planned increase in service provision.

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2023**

---

**STATEMENT OF TRUSTEES' RESPONSIBILITIES**

The Trustees (who are also the directors of the Charity for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees and signed on their behalf by:

*Stephen Thornton*

**Mr S Thornton, Chair**  
Trustee  
Date: 20 May 2024

---

**THE CAMBRIDGE CITY FOODBANK  
(A Company Limited by Guarantee)**

---

**INDEPENDENT EXAMINER'S REPORT  
FOR THE YEAR ENDED 30 SEPTEMBER 2023**

---

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEE OF THE CAMBRIDGE CITY  
FOODBANK ('THE COMPANY')**

I report to the charity Trustees on my examination of the accounts of the Charity for the year ended 30 September 2023.

**RESPONSIBILITIES AND BASIS OF REPORT**

As the Trustees of the Charity (and 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 Charity 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 the Charity's accounts 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 Charity'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:

1. accounting records were not kept in respect of the Charity 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.

This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my work or for this report.

Signed: 

Dated: 20 May 2024

M Hewett FCA DChA

**For and on behalf of Peters Elworthy & Moore**

---

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 30 SEPTEMBER 2023**

	Note	Restricted funds 2023 £	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
<b>INCOME FROM:</b>					
Donations and legacies	2	141,646	629,839	771,485	446,437
Interest received		-	1,633	1,633	595
<b>TOTAL INCOME</b>		<b>141,646</b>	<b>631,472</b>	<b>773,118</b>	<b>447,032</b>
<b>EXPENDITURE ON:</b>					
Raising funds		-	468	468	562
Charitable activities	3	142,048	467,243	609,291	365,468
<b>TOTAL EXPENDITURE</b>		<b>142,048</b>	<b>467,711</b>	<b>609,759</b>	<b>366,030</b>
<b>NET (EXPENDITURE)/INCOME BEFORE NET GAINS/(LOSSES) ON INVESTMENTS</b>					
		(402)	163,761	163,359	81,002
Net gains/(losses) on investments	7	-	11,416	11,416	(18,554)
<b>NET (EXPENDITURE)/INCOME</b>		<b>(402)</b>	<b>175,177</b>	<b>174,775</b>	<b>62,448</b>
Transfers between funds	11	63,410	(63,410)	-	-
<b>NET MOVEMENT IN FUNDS</b>		<b>63,008</b>	<b>111,767</b>	<b>174,775</b>	<b>62,448</b>
<b>RECONCILIATION OF FUNDS:</b>					
Total funds brought forward		-	986,457	986,457	924,009
Net movement in funds		63,008	111,767	174,775	62,448
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>63,008</b>	<b>1,098,224</b>	<b>1,161,232</b>	<b>986,457</b>

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 14 to 26 form part of these financial statements.

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**  
**REGISTERED NUMBER: 8175815**

**BALANCE SHEET**  
**AS AT 30 SEPTEMBER 2023**

	Note	2023 £	2022 £
<b>FIXED ASSETS</b>			
Tangible assets	6	17,098	19,357
Investments	7	195,629	184,213
		<u>212,727</u>	<u>203,570</u>
<b>CURRENT ASSETS</b>			
Debtors	9	41,665	39,958
Cash at bank and in hand		927,060	753,634
		<u>968,725</u>	<u>793,592</u>
Creditors: amounts falling due within one year	10	(20,220)	(10,705)
		<u>948,505</u>	<u>782,887</u>
<b>NET CURRENT ASSETS</b>		<u>948,505</u>	<u>782,887</u>
<b>TOTAL NET ASSETS</b>		<u><u>1,161,232</u></u>	<u><u>986,457</u></u>
<b>CHARITY FUNDS</b>			
Restricted funds	11	63,008	-
Unrestricted funds	11	1,098,224	986,457
<b>TOTAL FUNDS</b>		<u><u>1,161,232</u></u>	<u><u>986,457</u></u>

The Charity was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**  
**REGISTERED NUMBER: 8175815**

---

**BALANCE SHEET (CONTINUED)**  
**AS AT 30 SEPTEMBER 2023**

---

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

*Stephen Thornton*

**Mr S Thornton, Chair**  
Trustee  
Date: 20 May 2024

The notes on pages 14 to 26 form part of these financial statements.

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2023**

	<b>Note</b>	<b>2023</b> £	2022 £
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
Net cash used in operating activities	13	<b>178,146</b>	76,871
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
Dividends, interests and rents from investments		<b>1,633</b>	595
Purchase of tangible fixed assets	6	<b>(6,353)</b>	(21,900)
<b>NET CASH USED IN INVESTING ACTIVITIES</b>			
		<b>(4,720)</b>	<b>(21,305)</b>
<b>CHANGE IN CASH AND CASH EQUIVALENTS IN THE YEAR</b>			
Cash and cash equivalents at the beginning of the year		<b>753,634</b>	698,068
<b>CASH AND CASH EQUIVALENTS AT THE END OF THE YEAR</b>			
	14	<b>927,060</b>	753,634

The notes on pages 14 to 26 form part of these financial statements

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2023**

---

**1. ACCOUNTING POLICIES**

**1.1 BASIS OF PREPARATION OF FINANCIAL STATEMENTS**

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - 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) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The Cambridge City Foodbank meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

**1.2 INCOME**

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

**1.3 EXPENDITURE**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on raising funds includes all expenditure incurred by the Charity to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charity's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

**1.4 INTEREST RECEIVABLE**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charity; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2023**

---

**1. ACCOUNTING POLICIES (CONTINUED)**

**1.5 TANGIBLE FIXED ASSETS AND DEPRECIATION**

Tangible fixed assets costing £NIL or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, .

Depreciation is provided on the following basis:

Motor vehicles	-	25% Straight line
Fixtures and fittings	-	25% Straight line
Office equipment	-	25% Straight line

**1.6 INVESTMENTS**

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance Sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the Statement of Financial Activities.

**1.7 DEBTORS**

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**1.8 CASH AT BANK AND IN HAND**

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**1.9 LIABILITIES AND PROVISIONS**

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of Financial Activities as a finance cost.

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2023**

**1. ACCOUNTING POLICIES (CONTINUED)**

**1.10 FINANCIAL INSTRUMENTS**

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**1.11 PENSIONS**

The Charity operates a defined contribution pension scheme and the pension change represents the amounts payable by the Charity to the fund in respect of the year.

**1.12 FUND ACCOUNTING**

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

**2. INCOME FROM DONATIONS**

	<b>Restricted funds 2023 £</b>	<b>Unrestricted funds 2023 £</b>	<b>Total funds 2023 £</b>	<b>Total funds 2022 £</b>
Donations	141,646	629,839	<b>771,485</b>	446,437
TOTAL 2022	5,392	441,045	<b>446,437</b>	

The value of donated food in 2023 was £312,748 (Calculated as 131,961 kilos valued at £2.37 per kilo adjusted for purchased food) (2022: 128,067 kilos valued at £1.75 - £224,117).

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2023**

**3. ANALYSIS OF EXPENDITURE BY ACTIVITIES**

	Activities undertaken directly 2023 £	Support costs 2023 £	Total funds 2023 £	Total funds 2022 £
Special items	109,525	-	<b>109,525</b>	79,008
Food costs	82,507	149	<b>82,656</b>	32,068
Staff costs	178,009	-	<b>178,009</b>	75,024
Premises expenses	-	65,388	<b>65,388</b>	77,906
Volunteer expenses	17,876	-	<b>17,876</b>	12,383
Depreciation	-	8,612	<b>8,612</b>	7,441
Direct costs - Activity 9	-	25,600	<b>25,600</b>	-
Administration expenses	115,292	-	<b>115,292</b>	76,378
Grants to charities (see below)	50	-	<b>50</b>	2,000
Independent examiner's and accountancy fees (governance)	-	6,283	<b>6,283</b>	3,260
	<u>503,259</u>	<u>106,032</u>	<u><b>609,291</b></u>	<u>365,468</u>
<b>TOTAL 2022</b>	<u><u>276,861</u></u>	<u><u>88,607</u></u>	<u><u>365,468</u></u>	

In 2022 £76,750 of the charitable expenditure was restricted and £289,280 was attributable to unrestricted funds.

The value of food distributed to clients in 2023 was £382,847 (161,539 kilos valued at £2.37) (2022: 146,910 kilos at £1.75 - £257,093).

During the year ended 30 September 2023 1 grant of £50 was paid to a local charity (2022: 1 grant of £2,000).

In 2023 special items above includes £106,090 fuel top-ups (see note 11 restricted funds) (2022: £76,750).

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2023**

**4. INDEPENDENT EXAMINER'S REMUNERATION**

	<b>2023</b>	2022
	£	£
Fees (inclusive of VAT) payable to the Charity's independent examiner for the independent examination of the Charity's annual accounts	<b>1,400</b>	1,000
Fees (inclusive of VAT) payable to the Charity's independent examiner in respect of:		
Accountancy fees	<b>2,200</b>	1,640
	<u><u>          </u></u>	<u><u>          </u></u>

**5. STAFF COSTS**

	<b>2023</b>	2022
	£	£
Wages and salaries	<b>161,627</b>	69,158
Social security costs	<b>6,407</b>	1,080
Contribution to defined contribution pension schemes	<b>9,975</b>	4,786
	<u><u>178,009</u></u>	<u><u>75,024</u></u>

The average number of persons employed by the Charity during the year was as follows:

	<b>2023</b>	2022
	No.	No.
Average number of employees	<b>7</b>	5
	<u><u>          </u></u>	<u><u>          </u></u>

No employee received remuneration amounting to more than £60,000 in either year.

The key management personnel of the charity comprises the Trustees. The trustees all give their time and expertise without any kind of remuneration or other benefit in kind (2022: £nil).

During the year, travel and subsistence expenses of £2,701 were reimbursed to 3 Trustees (2022: £94 to 1 Trustee).

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2023**

**6. TANGIBLE FIXED ASSETS**

	Motor vehicles £	Fixtures and fittings £	Office equipment £	Total £
<b>COST</b>				
At 1 October 2022	21,900	11,534	5,398	38,832
Additions	-	6,353	-	6,353
At 30 September 2023	<u>21,900</u>	<u>17,887</u>	<u>5,398</u>	<u>45,185</u>
<b>DEPRECIATION</b>				
At 1 October 2022	5,475	9,577	4,423	19,475
Charge for the year	5,475	2,568	569	8,612
At 30 September 2023	<u>10,950</u>	<u>12,145</u>	<u>4,992</u>	<u>28,087</u>
<b>NET BOOK VALUE</b>				
At 30 September 2023	<u>10,950</u>	<u>5,742</u>	<u>406</u>	<u>17,098</u>
At 30 September 2022	<u>16,425</u>	<u>1,957</u>	<u>975</u>	<u>19,357</u>

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2023**

**7. FIXED ASSET INVESTMENTS**

	<b>Listed investments £</b>
<b>VALUATION</b>	
Additions	184,213
Revaluations	11,416
	195,629
AT 30 SEPTEMBER 2023	195,629
 <b>NET BOOK VALUE</b>	
	195,629
AT 30 SEPTEMBER 2023	195,629

All the fixed asset investments are held in the UK.

All investments are carried at their fair value. Holdings in common investment funds, unit trusts and open ended investment companies are at the bid price. The basis of fair value for quoted investments is equivalent to the market value, using the bid price. Asset sales and purchases are recognised at the date of trade at cost (that is their transaction value).

The Charity is operating an investment policy that provides for a degree of diversification of holdings within different unit trust investments. The Charity has invested in a number of unit trusts in order to protect the Charity's exposure to volatility in the market and seek low risk investments wherever possible.

The Charity does not make use of derivatives and similar complex financial instruments as it takes the view that investments are held for their longer term growth and annual income.

The Charity has no material investment holdings in markets subject to exchange controls or trading restrictions.

**8. STOCKS**

The value of stock donated as at 30 September 2023 was £29,194 (2022: £21,819) and in line with the accounting policy, this is valued in the accounts as £nil.

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2023**

**9. DEBTORS**

	2023 £	2022 £
<b>DUE AFTER MORE THAN ONE YEAR</b>		
Rent deposit	21,145	20,345
	<u>21,145</u>	<u>20,345</u>
<b>DUE WITHIN ONE YEAR</b>		
Other debtors	9,389	11,666
Prepayments and accrued income	11,131	7,947
	<u>41,665</u>	<u>39,958</u>

**10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2023 £	2022 £
Bank overdrafts	28	-
Trade creditors	12,716	7,646
Other taxation and social security	4,476	859
Accruals and deferred income	3,000	2,200
	<u>20,220</u>	<u>10,705</u>

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2023**

**11. STATEMENT OF FUNDS**

**STATEMENT OF FUNDS - CURRENT YEAR**

	Balance at 1 October 2022 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 30 September 2023 £
<b>UNRESTRICTED FUNDS</b>						
<b>DESIGNATED FUNDS</b>						
Future Development Fund	150,000	-	-	-	-	150,000
<b>GENERAL FUNDS</b>						
General Fund	836,457	631,472	(467,711)	(63,410)	11,416	948,224
<b>TOTAL UNRESTRICTED FUNDS</b>	<b>986,457</b>	<b>631,472</b>	<b>(467,711)</b>	<b>(63,410)</b>	<b>11,416</b>	<b>1,098,224</b>
<b>RESTRICTED FUNDS</b>						
Restricted Fund	-	141,646	(142,048)	63,410	-	63,008
<b>TOTAL OF FUNDS</b>	<b>986,457</b>	<b>773,118</b>	<b>(609,759)</b>	<b>-</b>	<b>11,416</b>	<b>1,161,232</b>

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2023**

**11. STATEMENT OF FUNDS (CONTINUED)**

**STATEMENT OF FUNDS - PRIOR YEAR**

	Balance at 1 October 2021 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 30 September 2022 £
<b>UNRESTRICTED FUNDS</b>						
<b>DESIGNATED FUNDS</b>						
Future Development Fund	150,000	-	-	-	-	150,000
<b>GENERAL FUNDS</b>						
General Fund	774,009	441,640	(289,280)	(71,358)	(18,554)	836,457
<b>TOTAL UNRESTRICTED FUNDS</b>	<u>924,009</u>	<u>441,640</u>	<u>(289,280)</u>	<u>(71,358)</u>	<u>(18,554)</u>	<u>986,457</u>
<b>RESTRICTED FUNDS</b>						
Restricted Fund	-	5,392	(76,750)	71,358	-	-
<b>TOTAL OF FUNDS</b>	<u><u>924,009</u></u>	<u><u>447,032</u></u>	<u><u>(366,030)</u></u>	<u><u>-</u></u>	<u><u>(18,554)</u></u>	<u><u>986,457</u></u>

**Other restricted funds**

Within other restricted funds there are sometimes several smaller funds (food, clothes, energy, and research) and when expenditure exceeds the brought forward funds and income then the deficit is covered by a transfer from general funds. In 2022/2023 the funds related to fuel, a Local Organiser and FinInclusion. This year a total of £63,410 (2022: £71,588) was transferred.

**Designated funds**

A transfer of £150,000 was made to the designated fund for future development in 2017. This was unspent at 30 September 2023.

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2023**

**12. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

**ANALYSIS OF NET ASSETS BETWEEN FUNDS - CURRENT YEAR**

	Restricted funds 2023 £	Unrestricted funds 2023 £	Total funds 2023 £
Tangible fixed assets	-	17,098	<b>17,098</b>
Fixed asset investments	-	195,629	<b>195,629</b>
Debtors due after more than one year	-	21,145	<b>21,145</b>
Current assets	-	947,580	<b>947,580</b>
Creditors due within one year	-	(20,220)	<b>(20,220)</b>
Difference	63,008	(63,008)	-
<b>TOTAL</b>	<b>63,008</b>	<b>1,098,224</b>	<b>1,161,232</b>

**ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR**

	Endowment funds 2022 £	Unrestricted funds 2022 £	Total funds 2022 £
Tangible fixed assets	-	19,357	19,357
Fixed asset investments	-	184,213	184,213
Debtors due after more than one year	6,907	13,438	20,345
Current assets	(6,907)	780,154	773,247
Creditors due within one year	-	(10,705)	(10,705)
<b>TOTAL</b>	<b>-</b>	<b>986,457</b>	<b>986,457</b>

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2023**

**13. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES**

	2023 £	2022 £
Net income for the year (as per Statement of Financial Activities)	<b>174,775</b>	62,448
<b>ADJUSTMENTS FOR:</b>		
Depreciation charges	<b>8,612</b>	7,441
Gains/(losses) on investments	<b>(11,416)</b>	18,554
Dividends, interests and rents from investments	<b>(1,633)</b>	(595)
Increase in debtors	<b>(1,707)</b>	(10,579)
Increase/(decrease) in creditors	<b>9,515</b>	(398)
<b>NET CASH PROVIDED BY OPERATING ACTIVITIES</b>	<b>178,146</b>	76,871

**14. ANALYSIS OF CASH AND CASH EQUIVALENTS**

	2023 £	2022 £
Cash in hand	<b>927,060</b>	753,634
<b>TOTAL CASH AND CASH EQUIVALENTS</b>	<b>927,060</b>	753,634

**15. ANALYSIS OF CHANGES IN NET DEBT**

	At 1 October 2022 £	Cash flows £	At 30 September 2023 £
Cash at bank and in hand	753,634	173,426	927,060
Bank overdrafts repayable on demand	-	-	-
	<b>753,634</b>	<b>173,426</b>	<b>927,060</b>

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2023**

---

**16. OPERATING LEASE COMMITMENTS**

At 30 September 2023 the Charity had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	<b>2023</b>	2022
	£	£
Not later than 1 year	<b>57,344</b>	52,861
Later than 1 year and not later than 5 years	<b>57,220</b>	43,086
	<u><b>114,564</b></u>	<u>95,947</u>

The following lease payments have been recognised as an expense in the Statement of Financial Activities:

	<b>2023</b>	2022
	£	£
Operating lease rentals	<b>73,115</b>	77,727

**17. RELATED PARTY TRANSACTIONS**

There were no related party transactions during the current or prior period.

**THE CAMBRIDGE CITY FOODBANK**

England & Wales - Charity number 1149883

---

# Accounts

---

---

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

---

**UNAUDITED**

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 30 SEPTEMBER 2022**

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**CONTENTS**

---

	Page
<b>Reference and Administrative Details of the Charity, its Trustees and Advisers</b>	1
<b>Trustees' Report</b>	2 - 7
<b>Independent Examiner's Report</b>	8
<b>Statement of Financial Activities</b>	9
<b>Balance Sheet</b>	10 - 11
<b>Notes to the Financial Statements</b>	12 - 23

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS  
FOR THE YEAR ENDED 30 SEPTEMBER 2022**

---

<b>Trustees</b>	Mr S Thornton, Chair Mr R K Johnson Dr L Loftus Dr S O'Brien Ms J C Preston Ms D M Hargreaves Mr M R Evans Dr S P Johnson
<b>Registered number</b>	8175815
<b>Charity number</b>	1149883
<b>Registered office</b>	2 Orwell House Cowley Road Cambridge CB4 0PP
<b>Company secretary</b>	Dr D A Livesey
<b>Independent Examiner</b>	Mr M Hewett ACA DChA Peters Elworthy & Moore Chartered Accountants Salisbury House Station Road Cambridge CB1 2LA

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2022**

---

The Trustees (who are also directors for the purposes of the Companies Act) present their annual report together with the financial statements of the Charity for the 1 October 2021 to 30 September 2022. The Trustees confirm that the Annual Report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the Charity qualifies as small under section 382 of the Companies Act 2006, the Strategic Report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

## **OBJECTIVES AND ACTIVITIES**

### **a. Policies and objectives**

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit.

The principal activities of the charity are the relief of poverty by providing food to the needy and destitute in particular within a 25 miles radius of Cambridge.

### **b. Strategies for achieving objectives**

Cambridge City Foodbank is a straightforward system of collection, collation and distribution of basic food items to support people in times of crisis. The main purpose of the Charity is to give 3 day' worth of food, packed according to family unit size, to identified people who find themselves in crisis need and unable to buy food.

## **ACHIEVEMENTS AND PERFORMANCE**

### **a. Review of activities**

During the reporting year under review we operated with the cooperation of 125 active voucher distributing agencies with a roughly equal number of statutory agencies and voluntary bodies (including charities and churches). These agencies are able to identify their clients who are in crisis, needing food, and refer them to us. This ensures that our services are available to those most in need. In the period under review we have supplied 5,087 (3,928) boxes of food providing meals to around 12,727 (9,874) people, with around 39% being children (the numbers in brackets refer to the previous financial year). Overall we see a rise in demand for services continuing into the near term future.

In the same period we have collected 141.5 (123.6) metric tonnes of food through supermarket collections and donations from churches, businesses, individuals and community groups in the City, including food purchased by cash donations. Food was also purchased directly using charity funds to supplement the donations. This has enabled us to distribute 146.7 (131.7) tonnes of food to people in crisis, an increase of 11%. In addition to the distribution centres we have been providing food to our Fairbite foodclub shop.

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2022**

---

**ACHIEVEMENTS AND PERFORMANCE**

**a. Review of activities (cont.)**

The Fairbite foodclub is an initiative started in 2018 to provide longer term support for people struggling to afford food. It operates as a small shop. In March 2022, we opened a second shop, in partnership with a local Church. In total, the shops have around 100 members, referred by support agencies and are open 4 times per week. Members are able to shop once or twice a week, depending on the size of their family. They can choose items off the shelves, together with a selection of fresh fruit and vegetables. Members pay £2 per visit, for which they receive around £12 worth of food. The membership fee gives people the dignity of being shoppers. Food comes either from our warehouse, a local Muslim foundation, Fareshare, or a local fruit and vegetable wholesaler.

We have been operating a scheme to give electricity and gas top-ups to people, referred by agencies. During the year the cost of this came to £76,750 (2021 - £50,000).

All our distribution centres are fully open, with visitors offered a hot drink and a chance to chat to volunteers. Several centres have representatives from external support organisations available to talk to visitors. Starting in Q2 2023, we plan to launch a project providing support from Citizens Advice.

Electronic vouchers have continued to be very popular, now accounting for around 88% of the redeemed vouchers.

The Foodbank has 1 full time employee and 3 part-time employees. Our Operations Manager returned from maternity leave in June 2022. She now works part-time. Another part-time employee left the organisation during the year and was not replaced. In addition, we have around 180 volunteers. Volunteers help at the distribution centres, in the Fairbite foodclub, in the warehouse, with collections from supermarkets and with management and administration.

The accounts for the year ended 30 September 2022 have been prepared on the accruals basis and show the following results:

- an increase in the value of the food distributed to £257,093 (2021: £223,746)
- an operating surplus of £69,866 (2021: £213,840) which results in:
  - designated reserves of £150,000 (2021: £150,000), with no restricted reserves (2021: £NIL);
  - general reserves of £774,009 (2020: £547,169) and food stocks of £21,819 (2021: £31,250);
- an increase in the value of the food donated to £224,117 (2021: £216,261); and
- charitable donations of £447,032 (2021: £521,894).

**FINANCIAL REVIEW**

**a. Going concern**

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements.

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2022**

---

**b. Reserves policy**

The Policy of Cambridge City Foodbank is to hold up to 12 months of total expenditure as Reserves in order to allow the charity to adapt to any changes in pattern of the income received, and expenditure incurred by the Foodbank. It has therefore, been agreed that the normal level of the Reserve Fund will be set at £350,000, which is between 9 and 12 months' expenditure. In the exceptional circumstances brought on by the pandemic and followed by the cost of living crisis, the amount of donations and income received has risen to levels not previously seen, leading to the charity's Reserves becoming higher than defined in this Policy Statement. In line with the Foodbank's procedure for reviewing Reserves, the Management Team has developed and presented a plan which has been approved by the Trustees, for using these reserves. This includes the expansion of the staff team to meet future demand for the charity's services, delivery of our Trussell Trust Pathfinder strategy, and the implementation of the Fair Bite review and expansion plan.

**c. Material investments policy**

The Foodbank's investment policy is that a proportion of excess reserves should be invested in a suitable ethical investment portfolio which comprises a combination of ultra-low risk and low risk funds, with a view to providing income and/or capital growth to fund the core activities of the charity and to continuing such investment until such time as the funds are needed to finance projects decided upon by the Trustees.

**d. Financial risk management objectives and policies**

The Trustee Board has approved the risk management strategy and reviews the risk assessment regularly. Regular reviews are performed by the Trustee Board to assess the likelihood and impact, relevance of risks, current strategies applied and the strength of the strategies. The residual risk is identified and action plans are created to further mitigate risk. There are no areas which caused immediate concern and there are no factors for which a high or medium risk is combined with a high or medium impact. The Trustee Board is responsible for monitoring external developments that may impact on the organisation. Comprehensive budgeting systems and financial reporting, which indicate financial performance against the budget, and forecasts are reviewed and agreed at the Trustee Board.

The most significant risks faced by the charity have been identified by the Trustee Board and relate to the following:

- Loss of Key Trustees leading to ineffective governance, which is well mitigated by succession planning for board membership, and by having an appropriately sized board with a documented audit of its skills.
- Loss of key members of the management team, which is mitigated by cover from other team members, including paid staff, and the trustee board.
- Public perception leading to a loss of influence and loss of morale with its consequential impact of the charity's funding. This is well mitigated by the impact of its communication strategy and policy as well as good reporting including the complaints procedure.
- Crisis management strategy, which has been robustly tested by the covid pandemic, is effective.

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2022**

---

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**a. Constitution**

The company is a registered charity (Charity no. 1149883) and is limited by guarantee.

The company is constituted by its Memorandum & Articles of Association dated 21 June 2012, and was registered at Companies House, company no. 08175815, on 10 August 2012.

**b. Methods of appointment or election of Trustees**

Trustees are appointed by a resolution of the trustees at a special meeting. They are chosen with regard to the skills, knowledge and experience needed for the effective administration of the charity and their having personal values which accord with but not necessarily subscribe to those of the charity's founders and of the Trussell Trust.

The trustees who served the charity during the year were as follows:

Mr S Thornton CBE  
Mr R K Johnson  
Dr S O'Brien  
Ms J C Preston  
Ms D M Hargreaves  
Mr M R Evans  
Dr S P Johnson

**c. Organisational structure and decision-making policies**

The Cambridge City Food Bank is a member of the Trussell Trust Foodbank Network, and operates as an independent social franchise of their foodbank model. Our relationship with the Trussell Trust is based on mutual undertakings agreed when we took on the franchise. This was for an initial period of 3 years and has been extendable annually. The mutual undertakings in place are contained in the Trussell Trust's Foodbank Operating Manual.

The organisation has role descriptions for the trustees, the chairman, the treasurer, and the company secretary and these are reviewed from time to time.

Good governance is achieved through regular quarterly meetings of the trustees which receive comprehensive, concise and timely reports on the charity's strategic direction together with occasional meetings focussed only on strategy as well as urgent decisions taken by electronic circulation and/or additional meetings when required.

The Chief Executive is responsible to the Board:

- management, development and strategic planning
- to serve and advise the trustee board of Directors in carrying out their responsibilities, in maintaining an overview of the organisation and in making appropriate strategic, policy and financial decisions.

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2022**

---

**STRUCTURE, GOVERNANCE AND MANAGEMENT (continued)**

**d. Policies adopted for the induction and training of Trustees**

New trustees are recruited to fill gaps in the skill set of the continuing trustees. Trustees are either elected at the annual general meeting or co-opted until the annual general meeting. The practice is for trustees to retire from office at the third annual general meeting following their election but may be re-elected normally for one a further term. In addition to the above trustees, the following attend the board meetings as non-voting members:

Margaret Saner Chief Executive  
Merrilyn Fry Deputy Co-ordinator  
David Livesey Company Secretary

New trustees are provided with an 'Induction Pack' covering such topics as legal status and governance, structure, organisation and staffing, governance, policy, and strategy. They are invited to attend the induction event for new volunteers and to visit the office and warehouse and to observe at the distribution centres and at FairBite. In addition to familiarise themselves with the charity and the context within which it operates, new trustees are invited and encouraged to attend meetings organised by the Trussell Trust and to attend specialised training where it is considered to be appropriate.

**PLANS FOR THE FUTURE**

For the last 11 years Cambridge City Foodbank has provided 3 day emergency food parcels to people in need. The number of people using the service has increased year on year, though we are slightly down on numbers from last year. The majority of visitors only come once or twice but there are some habitual users. Through our work with professional agencies and signposting by volunteers, we aim to reduce reliance on the Foodbank. The Covid-19 pandemic has forced more people to use the Foodbank, or to use it more often. Many people report that they never expected to need to use a Foodbank. The city is still served by several food hubs. We are looking at ways to offer a broader range of support, besides the 3 day emergency food parcels.

Following on from the surveys into use of the Foodbank, we have taken on a part-time signposting co-ordinator. She will provide support and training for volunteers. We are part of the Trussell Trust STEP signposting program. This provides a search facility for volunteers to look up appropriate local agencies. We are part of the Trussell Trust Pathfinder network, exploring ways to move people away from the need to use Foodbanks. We are increasing our co-operation with other charities by offering them space in the Fairbite locations. This will serve our members.

In 2018, we opened the Fairbite foodclub in Arbury. Members pay a small subscription, per visit, and can choose items from the shelves. We are working to expand the Fairbite network. We expect to open a new location in partnership with a local Church, as a replacement for their food hub. We have plans to open another shop in the south of the City, subject to finding suitable premises. We are discussing with another food hub about converting their hub into a Fairbite shop.

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2022**

---

**Statement of Trustees' responsibilities**

The Trustees (who are also the directors of the Charity for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial . Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees and signed on their behalf by:

*Stephen Thornton*

**Mr S Thornton**

Trustee

Date: 7 March 2023

---

**THE CAMBRIDGE CITY FOODBANK  
(A Company Limited by Guarantee)**

---

**INDEPENDENT EXAMINER'S REPORT  
FOR THE YEAR ENDED 30 SEPTEMBER 2022**

---

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE CAMBRIDGE CITY  
FOODBANK ('THE COMPANY')**

I report to the charity Trustees on my examination of the accounts of the Charity for the year ended 30 September 2022.

**RESPONSIBILITIES AND BASIS OF REPORT**

As the Trustees of the Charity (and 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 Charity 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 the Charity's accounts 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 Charity'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:

1. accounting records were not kept in respect of the Charity 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.

This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my work or for this report.

Signed: *Michael Hewett*

Dated: 15 March 2023

M Hewett FCA DChA

**For and on behalf of Peters Elworthy & Moore**

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 30 SEPTEMBER 2022**

	Note	Restricted funds 2022 £	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
<b>INCOME FROM:</b>					
Donations and legacies	2	5,392	441,045	446,437	521,176
Interest received		-	595	595	718
<b>TOTAL INCOME</b>		<b>5,392</b>	<b>441,640</b>	<b>447,032</b>	<b>521,894</b>
<b>EXPENDITURE ON:</b>					
Raising funds		-	562	562	562
Charitable activities	3	76,750	288,718	365,468	310,259
<b>TOTAL EXPENDITURE</b>		<b>76,750</b>	<b>289,280</b>	<b>366,030</b>	<b>310,821</b>
<b>NET (EXPENDITURE)/INCOME BEFORE NET (LOSSES)/GAINS ON INVESTMENTS</b>					
		<b>(71,358)</b>	<b>152,360</b>	<b>81,002</b>	<b>211,073</b>
Net (losses)/gains on investments	7	-	(18,554)	(18,554)	2,767
<b>NET (EXPENDITURE)/INCOME</b>		<b>(71,358)</b>	<b>133,806</b>	<b>62,448</b>	<b>213,840</b>
Transfers between funds	11	71,358	(71,358)	-	-
<b>NET MOVEMENT IN FUNDS</b>		<b>-</b>	<b>62,448</b>	<b>62,448</b>	<b>213,840</b>
<b>RECONCILIATION OF FUNDS:</b>					
Total funds brought forward		-	924,009	924,009	710,169
Net movement in funds		-	62,448	62,448	213,840
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>-</b>	<b>986,457</b>	<b>986,457</b>	<b>924,009</b>

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 12 to 23 form part of these financial statements.

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**  
**REGISTERED NUMBER: 8175815**

**BALANCE SHEET**  
**AS AT 30 SEPTEMBER 2022**

	Note	2022 £	2021 £
<b>FIXED ASSETS</b>			
Tangible assets	6	19,357	4,898
Investments	7	184,213	202,767
		<u>203,570</u>	<u>207,665</u>
<b>CURRENT ASSETS</b>			
Debtors	9	39,958	29,379
Cash at bank and in hand		753,634	698,068
		<u>793,592</u>	<u>727,447</u>
Creditors: amounts falling due within one year	10	(10,705)	(11,103)
		<u>782,887</u>	<u>716,344</u>
<b>NET CURRENT ASSETS</b>		<u>782,887</u>	<u>716,344</u>
<b>TOTAL NET ASSETS</b>		<u><u>986,457</u></u>	<u><u>924,009</u></u>
<b>CHARITY FUNDS</b>			
Restricted funds	11	-	-
Unrestricted funds	11	986,457	924,009
<b>TOTAL FUNDS</b>		<u><u>986,457</u></u>	<u><u>924,009</u></u>

The Charity was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**  
**REGISTERED NUMBER: 8175815**

---

**BALANCE SHEET (CONTINUED)**  
**AS AT 30 SEPTEMBER 2022**

---

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

*Stephen Thornton*

**Mr S Thornton**

Trustee

Date: 7 March 2023

The notes on pages 12 to 23 form part of these financial statements.

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2022**

---

**1. ACCOUNTING POLICIES**

**1.1 BASIS OF PREPARATION OF FINANCIAL STATEMENTS**

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - 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) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The Cambridge City Foodbank meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

**1.2 INCOME**

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

**1.3 EXPENDITURE**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on raising funds includes all expenditure incurred by the Charity to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charity's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

**1.4 INTEREST RECEIVABLE**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charity; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2022**

---

**1. ACCOUNTING POLICIES (continued)**

**1.5 INTANGIBLE FIXED ASSETS AND DEPRECIATION**

Tangible fixed assets costing £NIL or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method.

Depreciation is provided on the following basis:

Motor vehicles	-	25%	straight line
Fixtures and fittings	-	25%	straight line
Office equipment	-	25%	straight line

**1.6 INVESTMENTS**

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance Sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the Statement of Financial Activities.

**1.7 DEBTORS**

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**1.8 CASH AT BANK AND IN HAND**

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**1.9 LIABILITIES AND PROVISIONS**

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of Financial Activities as a finance cost.

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2022**

**1. ACCOUNTING POLICIES (continued)**

**1.10 FINANCIAL INSTRUMENTS**

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**1.11 PENSIONS**

The Charity operates a defined contribution pension scheme and the pension change represents the amounts payable by the Charity to the fund in respect of the year.

**1.12 FUND ACCOUNTING**

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

**2. INCOME FROM DONATIONS**

	<b>Restricted funds 2022 £</b>	<b>Unrestricted funds 2022 £</b>	<b>Total funds 2022 £</b>	<b>Total funds 2021 £</b>
Donations	5,392	441,045	<b>446,437</b>	521,176
Total 2021	26,988	494,188	521,176	

The value of donated food in 2022 was £128,067 (Calculated as 128,067 kilos valued at £1.75 per kilo adjusted for purchased food) (2021: 123,578 kilos valued at £1.75 - £216,261).

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2022**

**3. ANALYSIS OF EXPENDITURE BY ACTIVITIES**

	<b>Activities undertaken directly 2022 £</b>	<b>Support costs 2022 £</b>	<b>Total funds 2022 £</b>	<b>Total funds 2021 £</b>
Special items	79,008	-	<b>79,008</b>	53,143
Food costs	32,068	-	<b>32,068</b>	11,286
Staff costs	75,024	-	<b>75,024</b>	63,786
Premises expenses	-	77,906	<b>77,906</b>	65,557
Volunteer expenses	12,383	-	<b>12,383</b>	12,925
Depreciation	-	7,441	<b>7,441</b>	2,433
Fairbite premises expenses	-	-	-	14,940
Fairbite consumable expenses	-	-	-	472
Administration expenses	76,378	-	<b>76,378</b>	81,483
Grants to charities (see below)	2,000	-	<b>2,000</b>	1,000
Independent Examiner's and Accountancy fees (governance)	-	3,260	<b>3,260</b>	3,234
	<u>276,861</u>	<u>88,607</u>	<u><b>365,468</b></u>	<u>310,259</u>
Total 2021	<u>223,623</u>	<u>86,636</u>	<u>310,259</u>	

In 2021 £50,000 of the charitable expenditure was restricted and £260,821 was attributable to unrestricted funds.

The value of food distributed to clients in 2022 was £257,093 (146,910 kilos valued at £1.75) (2021: 127,885 kilos at £1.75 - £223,746).

During the year ended 30 September 2022 1 grant of £2,000 was paid to a local charity (2021: 1 grant of £1,000).

In 2022 special items above includes £76,750 fuel top-ups (see note 12 restricted funds) (2021: £50,000).

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2022**

**4. INDEPENDENT EXAMINERS REMUNERATION**

	<b>2022</b>	2021
	£	£
Fees (inclusive of VAT) payable to the Charity's independent examiner for the independent examination of the Charity's annual accounts	<b>1,000</b>	900
Fees (inclusive of VAT) payable to the Charity's independent examiner in respect of:		
Accountancy fees	<b>1,640</b>	1,554
	<u><u>1,640</u></u>	<u><u>1,554</u></u>

**5. STAFF COSTS**

	<b>2022</b>	2021
	£	£
Wages and salaries	<b>69,158</b>	59,394
Social security costs (net of employer allowance)	<b>1,080</b>	748
Contribution to defined contribution pension schemes	<b>4,786</b>	3,644
	<u><u>75,024</u></u>	<u><u>63,786</u></u>

The average number of persons employed by the Charity during the year was as follows:

	<b>2022</b>	2021
	No.	No.
Average number of employees	<b>5</b>	3
	<u><u>5</u></u>	<u><u>3</u></u>

No employee received remuneration amounting to more than £60,000 in either year.

The key management personnel of the charity comprises the Trustees. The trustees all give their time and expertise without any kind of remuneration or other benefit in kind (2021: £nil).

During the year, travel and subsistence expenses of £94 were reimbursed to Trustees (2021: £nil).

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2022**

**6. TANGIBLE FIXED ASSETS**

	Motor vehicles £	Fixtures and fittings £	Office equipment £	Total £
<b>Cost or valuation</b>				
At 1 October 2021	-	11,534	5,398	16,932
Additions	21,900	-	-	21,900
At 30 September 2022	<u>21,900</u>	<u>11,534</u>	<u>5,398</u>	<u>38,832</u>
<b>Depreciation</b>				
At 1 October 2021	-	8,346	3,688	12,034
Charge for the year	5,475	1,231	735	7,441
At 30 September 2022	<u>5,475</u>	<u>9,577</u>	<u>4,423</u>	<u>19,475</u>
<b>Net book value</b>				
At 30 September 2022	<u>16,425</u>	<u>1,957</u>	<u>975</u>	<u>19,357</u>
At 30 September 2021	<u>-</u>	<u>3,188</u>	<u>1,710</u>	<u>4,898</u>

The charity's van was stolen in September 2021 and is not expected to be recovered. As the carrying value of the van was £nil in the accounts there was no resulting profit or loss on disposal. A new van was purchased during the year.

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2022**

---

**7. FIXED ASSET INVESTMENTS**

	<b>Listed investments £</b>
<b>Cost or valuation</b>	
Additions	202,767
Revaluations	(18,554)
At 30 September 2022	184,213

All the fixed asset investments are held in the UK.

All investments are carried at their fair value. Holdings in common investment funds, unit trusts and open ended investment companies are at the bid price. The basis of fair value for quoted investments is equivalent to the market value, using the bid price. Asset sales and purchases are recognised at the date of trade at cost (that is their transaction value).

The Charity is operating an investment policy that provides for a degree of diversification of holdings within different unit trust investments. The Charity has invested in a number of unit trusts in order to protect the Charity's exposure to volatility in the market and seek low risk investments wherever possible.

The Charity does not make use of derivatives and similar complex financial instruments as it takes the view that investments are held for their longer term growth and annual income.

The Charity has no material investment holdings in markets subject to exchange controls or trading restrictions.

**8. STOCKS**

The value of stock donated as at 30 September 2022 was £21,819 (2021: £31,250) and in line with the accounting policy, this is valued in the accounts as £nil.

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2022**

**9. DEBTORS**

	2022 £	2021 £
<b>DUE AFTER MORE THAN ONE YEAR</b>		
Rent deposit	20,345	7,438
	<u>20,345</u>	<u>7,438</u>
<b>DUE WITHIN ONE YEAR</b>		
Other debtors	11,666	8,772
Prepayments and accrued income	7,947	13,169
	<u>39,958</u>	<u>29,379</u>

**10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2022 £	2021 £
Trade creditors	7,646	7,078
Other taxation and social security	859	-
Accruals and deferred income	2,200	4,025
	<u>10,705</u>	<u>11,103</u>

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2022**

**11. STATEMENT OF FUNDS**

**STATEMENTS OF FUNDS - CURRENT YEAR**

	Balance at 1 October 2021 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 30 September 2022 £
<b>UNRESTRICTED FUNDS</b>						
<b>DESIGNATED FUNDS</b>						
Future Development Fund	150,000	-	-	-	-	150,000
<b>GENERAL FUNDS</b>						
General Fund	774,009	441,640	(289,280)	(71,358)	(18,554)	836,457
<b>TOTAL UNRESTRICTED FUNDS</b>	<b>924,009</b>	<b>441,640</b>	<b>(289,280)</b>	<b>(71,358)</b>	<b>(18,554)</b>	<b>986,457</b>
<b>RESTRICTED FUNDS</b>						
Restricted Fund	-	5,392	(76,750)	71,358	-	-
<b>TOTAL OF FUNDS</b>	<b>924,009</b>	<b>447,032</b>	<b>(366,030)</b>	<b>-</b>	<b>(18,554)</b>	<b>986,457</b>

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2022**

**11. Statement of funds (continued)**

**STATEMENT OF FUNDS PRIOR YEAR**

	Balance at 1 October 2020 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 30 September 2021 £
<b>UNRESTRICTED FUNDS</b>						
<b>DESIGNATED FUNDS</b>						
Future Development Fund	150,000	-	-	-	-	150,000
<b>GENERAL FUNDS</b>						
General Fund	547,169	494,906	(260,821)	(10,012)	2,767	774,009
<b>TOTAL UNRESTRICTED FUNDS</b>	<b>697,169</b>	<b>494,906</b>	<b>(260,821)</b>	<b>(10,012)</b>	<b>2,767</b>	<b>924,009</b>
<b>RESTRICTED FUNDS</b>						
Restricted Fund	13,000	26,988	(50,000)	10,012	-	-
<b>TOTAL OF FUNDS</b>	<b>710,169</b>	<b>521,894</b>	<b>(310,821)</b>	<b>-</b>	<b>2,767</b>	<b>924,009</b>

**Other restricted funds**

Within other restricted funds there are sometimes several smaller funds (food, clothes, energy, and research) and when expenditure exceeds the brought forward funds and income then the deficit is covered by a transfer from general funds. In 2021/2022 the funds all related to fuel. This year a total of £71,588 (2020: £10,012) was transferred.

**Designated funds**

A transfer of £150,000 was made to the designated fund for future development in 2017. This was unspent at 30 September 2022.

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2022**

**12. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

**ANALYSIS OF NET ASSETS BETWEEN FUNDS - CURRENT YEAR**

	<b>Unrestricted funds 2022 £</b>	<b>Total funds 2022 £</b>
Tangible fixed assets	19,357	<b>19,357</b>
Fixed asset investments	184,213	<b>184,213</b>
Debtors due after more than one year	13,438	<b>13,438</b>
Current assets	780,154	<b>780,154</b>
Creditors due within one year	(10,705)	<b>(10,705)</b>
<b>Total</b>	<u>986,457</u>	<u><b>986,457</b></u>

**ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR**

	<b>Unrestricted funds 2021 £</b>	<b>Total funds 2021 £</b>
Tangible fixed assets	4,898	4,898
Fixed asset investments	202,767	202,767
Debtors due after more than one year	7,438	7,438
Current assets	720,009	720,009
Creditors due within one year	(11,103)	(11,103)
<b>Total</b>	<u>924,009</u>	<u>924,009</u>

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2022**

---

**13. OPERATING LEASE COMMITMENTS**

At 30 September 2022 the Charity had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	<b>2022</b>	2021
	£	£
<b>Amounts Payable:</b>		
Not later than 1 year	<b>52,861</b>	49,412
Later than 1 year and not later than 5 years	<b>43,086</b>	40,986
	<u><b>95,947</b></u>	<u>90,398</u>

The following lease payments have been recognised as an expense in the Statement of Financial Activities:

	<b>2022</b>	2021
	£	£
Operating lease rentals	<u><b>77,727</b></u>	<u>71,585</u>

**14. RELATED PARTY TRANSACTIONS**

There were no related party transactions during the current or prior period.

**THE CAMBRIDGE CITY FOODBANK**

England & Wales - Charity number 1149883

---

# Accounts

---

---

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

---

**UNAUDITED**

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 30 SEPTEMBER 2021**

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**CONTENTS**

---

	Page
<b>Reference and Administrative Details of the Charity, its Trustees and Advisers</b>	1
<b>Trustees' Report</b>	2 - 7
<b>Independent Examiner's Report</b>	8
<b>Statement of Financial Activities</b>	9
<b>Balance Sheet</b>	10
<b>Statement of Cash Flows</b>	11
<b>Notes to the Financial Statements</b>	12 - 24

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2021**

---

<b>Trustees</b>	Mr S Thornton, Chair Mr R K Johnson Dr S O'Brien Ms J C Preston Ms D M Hargreaves Mr M R Evans Dr S P Johnson
<b>Registered number</b>	8175815
<b>Charity number</b>	1149883
<b>Registered office</b>	2 Orwell House Cowley Road Cambridge CB4 0PP
<b>Company secretary</b>	Dr D A Livesey
<b>Independent Examiner</b>	Mr M Hewett ACA DChA Peters Elworthy & Moore Chartered Accountants Salisbury House Station Road Cambridge CB1 2LA

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2021**

---

The Trustees (who are also directors for the purposes of the Companies Act) present their annual report together with the financial statements of the Charity for the year 1 October 2020 to 30 September 2021. The Trustees confirm that the Annual Report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the Charity qualifies as small under section 382 of the Companies Act 2006, the Strategic Report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

## **OBJECTIVES AND ACTIVITIES**

### **a. Policies and objectives**

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit.

The principal activities of the charity are the relief of poverty by providing food to the needy and destitute in particular within a 25 miles radius of Cambridge.

### **b. Strategies for achieving objectives**

Cambridge City Foodbank is a straightforward system of collection, collation and distribution of basic food items to support people in times of crisis. The main purpose of the Charity is to give 3 day' worth of food, packed according to family unit size, to identified people who find themselves in crisis need and unable to buy food.

## **ACHIEVEMENTS AND PERFORMANCE**

### **a. Review of activities**

During the reporting year under review we operated with the cooperation of 125 active voucher distributing agencies with a roughly equal number of statutory agencies and voluntary bodies (including charities and churches). These agencies are able to identify their clients who are in crisis, needing food, and refer them to us. This ensures that our services are available to those most in need. In the period under review we have supplied 3,928 (4,020) boxes of food providing meals to around 9,874 (9,772) people, with around 38% being children (the numbers in brackets refer to the previous financial year). Overall we see a rise in demand for services continuing into the near term future.

In the same period we have collected 123.6 (136.4) metric tonnes of food through supermarket collections and donations from churches, businesses, individuals and community groups in the City, including food purchased by cash donations. Food was also purchased directly using charity funds to supplement the donations. This has enabled us to distribute 131.7 (125.8) tonnes of food to people in crisis, an increase of 30%. In addition to the distribution centres we have been providing food to our Fairbite foodclub shop and the Community food hubs.

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2021**

---

**ACHIEVEMENTS AND PERFORMANCE**

**a. Review of activities (cont.)**

The Fairbite foodclub is an initiative started in 2018 to provide longer term support for people struggling to afford food. It operates as a small shop. It has around 80 members, referred by support agencies. The shop is open 3 times a week. Members are able to shop once or twice a week, depending on the size of their family. They can choose items off the shelves, together with a selection of fresh fruit and vegetables. Members pay £2 per visit, for which they receive around £10 worth of food. The membership fee gives people the dignity of being shoppers. Food comes either from our warehouse, a local Muslim foundation, Fareshare, or a local fruit and vegetable wholeseller. During the year, we moved to a new unit. This gives us more space, including somewhere where other charities and support agencies can meet members.

We have been operating a scheme to give electricity and gas top-ups to people, referred by agencies. During the year the cost of this came to £50,000.

We have opened a distribution centre in Northstowe, a new town outside Cambridge. We are still unable to open the one remaining closed centre. All our centres are letting people into the building and allowing them some choice in their food. We have increased the provision of fresh fruit and vegetables to all centres, except Northstowe. We plan to add this provision to Northstowe in the next couple of months. Electronic vouchers have continued to be very popular, now accounting for over 90% of the redeemed vouchers.

During the year, we leased an electric van. This is in addition to our diesel van. The new van allows us to move stock between warehouses, top up centres during sessions and collect from supermarkets.

The Foodbank has 2 full time employees, including one on maternity leave, 3 part time employees and around 180 volunteers. Volunteers help at the distribution centres, in the Fairbite foodclub, in the warehouse, and with management and administration. Some of the volunteers who joined at the start of the pandemic have returned to work but others have stayed. Two of our centres are led by people who joined during the pandemic. Many of our teams remain smaller than pre-Covid.

The accounts for the year ended 30 September 2021 have been prepared on the accruals basis and show the following results:

- an increase in the value of the food distributed to £223,746 (2020: £220,220)
- an operating surplus of £213,840 (2020: £413,242) which results in:
  - designated reserves of £150,000 (2020: £150,000), no restricted reserves (2020: £13,000);
  - general reserves of £774,009 (2020: £547,189) and food stocks of £31,250 (2020: £28,576);
- an increase in the value of the food donated to £216,261 (2020: £238,780); and
- charitable donations of £522,044 (2020: £550,769).

**FINANCIAL REVIEW**

**a. Going concern**

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements.

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2021**

---

**b. Reserves policy**

The Policy of Cambridge City Foodbank is to hold up to 12 months of total expenditure as Reserves in order to allow the charity to adapt to any changes in pattern of the income received, and expenditure incurred by the Foodbank. It has therefore, been agreed that the normal level of the Reserve Fund will be set at £250,000, which is between 9 and 12 months' expenditure. In the exceptional circumstances brought on by the pandemic over the past 18 months, the amount of donations and income received has risen to record levels not previously seen, leading to the charity's Reserves becoming significantly higher than have been budgeted and defined in this Policy Statement. In line with the Foodbank's procedure for reviewing Reserves, the Management Team has developed and presented a plan which has been approved by the Trustees, for using these reserves in excess of £250,000 fulfilling its charitable objectives through the implementation of the Fair Bite expansion plan in 2022.

**c. Material investments policy**

The Foodbank's investment policy is that a proportion of excess reserves should be invested in a suitable ethical investment portfolio which comprises a combination of ultra-low risk and low risk funds, with a view to providing income and/or capital growth to fund the core activities of the charity and to continuing such investment until such time as the funds are needed to finance projects decided upon by the Trustees.

**d. Financial risk management objectives and policies**

The Trustee Board has approved the risk management strategy and reviews the risk assessment regularly. Regular reviews are performed by the Trustee Board to assess the likelihood and impact, relevance of risks, current strategies applied and the strength of the strategies. The residual risk is identified and action plans are created to further mitigate risk. There are no areas which caused immediate concern and there are no factors for which a high or medium risk is combined with a high or medium impact. The Trustee Board is responsible for monitoring external developments that may impact on the organisation. Comprehensive budgeting systems and financial reporting, which indicate financial performance against the budget, and forecasts are reviewed and agreed at the Trustee Board.

The most significant risks faced by the charity have been identified by the Trustee Board and relate to the following:

- Loss of Key Trustees leading to ineffective governance, which is well mitigated by succession planning for board membership, and by having an appropriately sized board with a documented audit of its skills.
- Loss of key members of the management team, which is mitigated by cover from other team members, including paid staff, and the trustee board.
- Public perception leading to a loss of influence and loss of morale with its consequential impact of the charity's funding. This is well mitigated by the impact of its communication strategy and policy as well as good reporting including the complaints procedure.
- Crisis management strategy, which has been robustly tested by the covid pandemic, is effective.

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2021**

---

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**a. Constitution**

The company is a registered charity (Charity no. 1149883) and is limited by guarantee.

The company is constituted by its Memorandum & Articles of Association dated 21 June 2012, and was registered at Companies House, company no. 08175815, on 10 August 2012.

**b. Methods of appointment or election of Trustees**

Trustees are appointed by a resolution of the trustees at a special meeting. They are chosen with regard to the skills, knowledge and experience needed for the effective administration of the charity and their having personal values which accord with but not necessarily subscribe to those of the charity's founders and of the Trussell Trust.

The trustees who served the charity during the year were as follows:

Mr S Thornton CBE

Mr R K Johnson - Appointed 05 February 2021

Dr P J C Sarkies - Appointed 05 February 2021 - Resigned 13 September 2021

Dr S O'Brien

Ms J C Preston

Ms D M Hargreaves - Appointed 05 February 2021

Mr M R Evans

Dr S P Johnson

Mr N B Emery - Resigned 27 October 2020

**c. Organisational structure and decision-making policies**

The Cambridge City Food Bank is a member of the Trussell Trust Foodbank Network, and operates as an independent social franchise of their foodbank model. Our relationship with the Trussell Trust is based on mutual undertakings agreed when we took on the franchise. This was for an initial period of 3 years and has been extendable annually. The mutual undertakings in place are contained in the Trussell Trust's Foodbank Operating Manual.

The organisation has role descriptions for the trustees, the chairman, the treasurer, and the company secretary and these are reviewed from time to time.

Good governance is achieved through regular quarterly meetings of the trustees which receive comprehensive, concise and timely reports on the charity's strategic direction together with occasional meetings focussed only on strategy as well as urgent decisions taken by electronic circulation and/or additional meetings when required.

The Chief Executive is responsible to the Board:

- management, development and strategic planning
- to serve and advise the trustee board of Directors in carrying out their responsibilities, in maintaining an overview of the organisation and in making appropriate strategic, policy and financial decisions.

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2021**

---

**STRUCTURE, GOVERNANCE AND MANAGEMENT (continued)**

**d. Policies adopted for the induction and training of Trustees**

New trustees are recruited to fill gaps in the skill set of the continuing trustees. Trustees are either elected at the annual general meeting or co-opted until the annual general meeting. The practice is for trustees to retire from office at the third annual general meeting following their election but may be re-elected normally for one a further term. In addition to the above trustees, the following attend the board meetings as non-voting members:

Margaret Saner Chief Executive  
Merrilyn Fry Deputy Co-ordinator  
David Livesey Company Secretary

New trustees are provided with an 'Induction Pack' covering such topics as legal status and governance, structure, organisation and staffing, governance, policy, and strategy. They are invited to attend the induction event for new volunteers and to visit the office and warehouse and to observe at the distribution centres and at FairBite. In addition to familiarise themselves with the charity and the context within which it operates, new trustees are invited and encouraged to attend meetings organised by the Trussell Trust and to attend specialised training where it is considered to be appropriate.

**PLANS FOR THE FUTURE**

For the last 11 years Cambridge City Foodbank has provided 3 day emergency food parcels to people in need. The number of people using the service has increased year on year, though we are slightly down on numbers from last year. The majority of visitors only come once or twice but there are some habitual users. Through our work with professional agencies and signposting by volunteers, we aim to reduce reliance on the Foodbank. The Covid-19 pandemic has forced more people to use the Foodbank, or to use it more often. Many people report that they never expected to need to use a Foodbank. The city is still served by several food hubs. We are looking at ways to offer a broader range of support, besides the 3 day emergency food parcels.

Following on from the surveys into use of the Foodbank, we have taken on a part-time signposting co-ordinator. She will provide support and training for volunteers. We are part of the Trussell Trust STEP signposting program. This provides a search facility for volunteers to look up appropriate local agencies. We are part of the Trussell Trust Pathfinder network, exploring ways to move people away from the need to use Foodbanks. We are increasing our co-operation with other charities by offering them space in the Fairbite locations. This will serve our members.

In 2018, we opened the Fairbite foodclub in Arbury. Members pay a small subscription, per visit, and can choose items from the shelves. We are working to expand the Fairbite network. We expect to open a new location in partnership with a local Church, as a replacement for their food hub. We have plans to open another shop in the south of the City, subject to finding suitable premises. We are discussing with another food hub about converting their hub into a Fairbite shop.

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2021**

---

**Statement of Trustees' responsibilities**

The Trustees (who are also the directors of the Charity for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees and signed on their behalf by:

.....  
**Mr S Thornton**  
Trustee  
Date: 8 March 2022

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**INDEPENDENT EXAMINER'S REPORT**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2021**

---

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE CAMBRIDGE CITY  
FOODBANK ('THE COMPANY')**

I report to the charity Trustees on my examination of the accounts of the Charity for the year ended 30 September 2021.

**RESPONSIBILITIES AND BASIS OF REPORT**

As the Trustees of the Charity (and 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 Charity 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 the Charity's accounts 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 Charity'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:

1. accounting records were not kept in respect of the Charity 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.

This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my work or for this report.

Signed:

Dated: 10 March 2022

M Hewett ACA DChA

**For and on behalf of Peters Elworthy & Moore**

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 30 SEPTEMBER 2021**

	Note	Restricted funds 2021 £	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
<b>INCOME FROM:</b>					
Donations and legacies	2	26,988	494,188	521,176	550,769
Interest received		-	718	718	1,583
Other income	3	-	-	-	45,000
<b>TOTAL INCOME</b>		<b>26,988</b>	<b>494,906</b>	<b>521,894</b>	<b>597,352</b>
<b>EXPENDITURE ON:</b>					
Raising funds		-	562	562	562
Charitable activities	4	50,000	260,259	310,259	183,548
<b>TOTAL EXPENDITURE</b>		<b>50,000</b>	<b>260,821</b>	<b>310,821</b>	<b>184,110</b>
<b>NET (EXPENDITURE)/INCOME BEFORE NET GAINS ON INVESTMENTS</b>					
		<b>(23,012)</b>	<b>234,085</b>	<b>211,073</b>	<b>413,242</b>
Net gains on investments	8	-	2,767	2,767	-
<b>NET (EXPENDITURE)/INCOME</b>		<b>(23,012)</b>	<b>236,852</b>	<b>213,840</b>	<b>413,242</b>
Transfers between funds	12	10,012	(10,012)	-	-
<b>NET MOVEMENT IN FUNDS</b>		<b>(13,000)</b>	<b>226,840</b>	<b>213,840</b>	<b>413,242</b>
<b>RECONCILIATION OF FUNDS:</b>					
Total funds brought forward		13,000	697,169	710,169	296,927
Net movement in funds		(13,000)	226,840	213,840	413,242
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>-</b>	<b>924,009</b>	<b>924,009</b>	<b>710,169</b>

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 12 to 24 form part of these financial statements.

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**  
**REGISTERED NUMBER: 8175815**

**BALANCE SHEET**  
**AS AT 30 SEPTEMBER 2021**

	Note	2021 £	2020 £
<b>FIXED ASSETS</b>			
Tangible assets	7	4,898	1,796
Investments	8	202,767	-
		<u>207,665</u>	<u>1,796</u>
<b>CURRENT ASSETS</b>			
Debtors	10	29,379	25,366
Cash at bank and in hand		698,068	692,007
		<u>727,447</u>	<u>717,373</u>
Creditors: amounts falling due within one year	11	(11,103)	(9,000)
		<u>716,344</u>	<u>708,373</u>
<b>NET CURRENT ASSETS</b>		<u>716,344</u>	708,373
<b>TOTAL NET ASSETS</b>		<u><u>924,009</u></u>	<u><u>710,169</u></u>
<b>CHARITY FUNDS</b>			
Restricted funds	12	-	13,000
Unrestricted funds	12	924,009	697,169
<b>TOTAL FUNDS</b>		<u><u>924,009</u></u>	<u><u>710,169</u></u>

The Charity was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

**Mr S Thornton 8 March 2022**  
**Date:**

The notes on pages 12 to 24 form part of these financial statements.

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2021**

---

	2021 £	2020 £
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Net cash used in operating activities	<b>210,878</b>	395,892
	<hr/>	<hr/>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>		
Dividends, interests and rents from investments	<b>718</b>	1,583
Purchase of tangible fixed assets	<b>(5,535)</b>	(655)
Purchase of investments	<b>(200,000)</b>	-
	<hr/>	<hr/>
<b>NET CASH (USED IN)/PROVIDED BY INVESTING ACTIVITIES</b>	<b>(204,817)</b>	<b>928</b>
	<hr/>	<hr/>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>		
	<hr/>	<hr/>
<b>NET CASH PROVIDED BY FINANCING ACTIVITIES</b>	<b>-</b>	<b>-</b>
	<hr/>	<hr/>
<b>CHANGE IN CASH AND CASH EQUIVALENTS IN THE YEAR</b>	<b>6,061</b>	<b>396,820</b>
Cash and cash equivalents at the beginning of the year	<b>692,007</b>	295,187
	<hr/>	<hr/>
<b>CASH AND CASH EQUIVALENTS AT THE END OF THE YEAR</b>	<b>698,068</b>	692,007
	<hr/> <hr/>	<hr/> <hr/>

The notes on pages 12 to 24 form part of these financial statements

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2021**

---

**1. ACCOUNTING POLICIES**

**1.1 BASIS OF PREPARATION OF FINANCIAL STATEMENTS**

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - 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) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The Cambridge City Foodbank meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

**1.2 INCOME**

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

**1.3 EXPENDITURE**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on raising funds includes all expenditure incurred by the Charity to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charity's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

**1.4 INTEREST RECEIVABLE**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charity; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2021**

---

**1. ACCOUNTING POLICIES (continued)**

**1.5 INTANGIBLE FIXED ASSETS AND DEPRECIATION**

Tangible fixed assets costing £NIL or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, .

Depreciation is provided on the following basis:

Motor vehicles	-	25%	straight line
Fixtures and fittings	-	25%	straight line
Office equipment	-	25%	straight line

**1.6 INVESTMENTS**

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance Sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the Statement of Financial Activities.

**1.7 DEBTORS**

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**1.8 CASH AT BANK AND IN HAND**

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**1.9 LIABILITIES AND PROVISIONS**

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of Financial Activities as a finance cost.

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2021**

---

**1. ACCOUNTING POLICIES (continued)**

**1.10 FINANCIAL INSTRUMENTS**

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**1.11 PENSIONS**

The Charity operates a defined contribution pension scheme and the pension change represents the amounts payable by the Charity to the fund in respect of the year.

**1.12 FUND ACCOUNTING**

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

**2. INCOME FROM DONATIONS**

	<b>Restricted funds 2021 £</b>	<b>Unrestricted funds 2021 £</b>	<b>Total funds 2021 £</b>	<b>Total funds 2020 £</b>
Donations	26,988	494,188	<b>521,176</b>	550,769
Total 2020	20,903	529,866	<b>550,769</b>	

The value of donated food in 2021 was £216,261 (Calculated as 123,578 kilos valued at £1.75 per kilo adjusted for purchased food) (2020: 133,268 kilos valued at £1.75 - £238,780).

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2021**

**3. OTHER INCOMING RESOURCES**

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Government Grants	-	-	45,000
Total 2020	45,000	45,000	

Two grants of £10,000 each and one grant of £25,000 were received from Cambridge City Council in 2019/20. No grants were received in 2021.

**4. ANALYSIS OF EXPENDITURE BY ACTIVITIES**

	Activities undertaken directly 2021 £	Support costs 2021 £	Total funds 2021 £	Total funds 2020 £
Special items	53,143	-	<b>53,143</b>	12,389
Food costs	11,286	-	<b>11,286</b>	9,097
Staff costs	63,786	-	<b>63,786</b>	39,585
Premises expenses	-	65,557	<b>65,557</b>	39,686
Volunteer expenses	12,925	-	<b>12,925</b>	5,021
Depreciation	-	2,433	<b>2,433</b>	1,049
Fairbite premises expenses	-	14,940	<b>14,940</b>	14,066
Fairbite consumable expenses	-	472	<b>472</b>	2,165
Advocacy partnership expenses	-	-	-	17,500
Administration expenses	81,483	-	<b>81,483</b>	26,532
Grants to charities (see below)	1,000	-	<b>1,000</b>	13,500
Independent Examiner's and Accountancy fees (governance)	-	3,234	<b>3,234</b>	2,958
	223,623	86,636	<b>310,259</b>	183,548
Total 2020	106,124	77,424	183,548	

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2021**

**4. ANALYSIS OF EXPENDITURE BY ACTIVITIES (continued)**

In 2020 £16,134 of the charitable expenditure was restricted and £167,414 was attributable to unrestricted funds.

The value of food distributed to clients in 2021 was £223,746 (127,885 kilos valued at £1.75 (2020: 125,840 kilos at £1.75 - £220,220).

During the year ended 30 September 2021 1 grant of £1,000 was paid to a local charity (2020: 3 grants of £1,000 and 1 grant of £500).

In 2021 special items above includes £50,000 fuel top-ups (see note 12 restricted funds). Administration expenses includes

**5. INDEPENDENT EXAMINERS REMUNERATION**

	2021 £	2020 £
Fees (inclusive of VAT) payable to the Charity's independent examiner for the independent examination of the Charity's annual accounts	900	840
Fees (inclusive of VAT) payable to the Charity's independent examiner in respect of:		
Accountancy fees	1,554	1,428
Depreciation of tangible fixed assets owed by the charity	2,433	1,049
	<b>63,786</b>	<b>39,585</b>

**6. STAFF COSTS**

	2021 £	2020 £
Wages and salaries	59,394	37,700
Social security costs (net of employer allowance)	748	-
Contribution to defined contribution pension schemes	3,644	1,885
	<b>63,786</b>	<b>39,585</b>

The average number of persons employed by the Charity during the year was as follows:

	2021 No.	2020 No.
Average number of employees	3	1
	<b>3</b>	<b>1</b>

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2021**

**6. STAFF COSTS (continued)**

No employee received remuneration amounting to more than £60,000 in either year.

The key management personnel of the charity comprises the Trustees. The trustees all give their time and expertise without any kind of remuneration or other benefit in kind (2020: £nil).

During the year, no travel or subsistence expenses were reimbursed to Trustees or paid directly to third parties on their behalf (2020: £nil).

**7. TANGIBLE FIXED ASSETS**

	Motor vehicles £	Fixtures and fittings £	Office equipment £	Total £
<b>Cost or valuation</b>				
At 1 October 2020	12,825	7,623	3,774	24,222
Additions	-	3,911	1,624	5,535
Disposals	(12,825)	-	-	(12,825)
At 30 September 2021	-	11,534	5,398	16,932
<b>Depreciation</b>				
At 1 October 2020	12,825	6,648	2,953	22,426
Charge for the year	-	1,698	735	2,433
On disposals	(12,825)	-	-	(12,825)
At 30 September 2021	-	8,346	3,688	12,034
<b>Net book value</b>				
At 30 September 2021	-	3,188	1,710	4,898
At 30 September 2020	-	975	821	1,796

The charity's van was stolen in September 2021 and is not expected to be recovered. As the carrying value of the van was £nil in the accounts there was no resulting profit or loss on disposal. A new van will be purchased in 2021/2022.

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2021**

---

**8. FIXED ASSET INVESTMENTS**

	<b>Listed investments £</b>
<b>Cost or valuation</b>	
Additions	<b>200,000</b>
Revaluations	<b>2,767</b>
At 30 September 2021	<u><b>202,767</b></u>

All the fixed asset investments are held in the UK.

All investments are carried at their fair value. Holdings in common investment funds, unit trusts and open ended investment companies are at the bid price. The basis of fair value for quoted investments is equivalent to the market value, using the bid price. Asset sales and purchases are recognised at the date of trade at cost (that is their transaction value).

The Charity is operating an investment policy that provides for a degree of diversification of holdings within different unit trust investments. The Charity has invested in a number of unit trusts in order to protect the Charity's exposure to volatility in the market and seek low risk investments wherever possible.

The Charity does not make use of derivatives and similar complex financial instruments as it takes the view that investments are held for their longer term growth and annual income.

The Charity has no material investment holdings in markets subject to exchange controls or trading restrictions.

**9. STOCKS**

The value of stock donated as at 30 September 2021 was £31,250 (2020: £28,576) and in line with the accounting policy, this is valued in the accounts as £nil.

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2021**

**10. DEBTORS**

	2021 £	2020 £
<b>DUE AFTER MORE THAN ONE YEAR</b>		
Rent deposit	7,438	5,500
	7,438	5,500
<b>DUE WITHIN ONE YEAR</b>		
Trade debtors	-	968
Other debtors	8,772	7,471
Prepayments and accrued income	13,169	11,427
	29,379	25,366

**11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2021 £	2020 £
Trade creditors	7,078	3,980
Other taxation and social security	-	862
Accruals and deferred income	4,025	4,158
	11,103	9,000
	2021 £	2020 £
Deferred income brought forward	1,563	-
Resources deferred during the year	-	1,563
Amounts released from previous periods	(1,563)	-
	-	1,563

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2021**

**12. STATEMENT OF FUNDS**

**STATEMENTS OF FUNDS - CURRENT YEAR**

	Balance at 1 October 2020 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 30 September 2021 £
<b>UNRESTRICTED FUNDS</b>						
<b>DESIGNATED FUNDS</b>						
Future Development Fund	150,000	-	-	-	-	150,000
<b>GENERAL FUNDS</b>						
General Fund	547,169	494,906	(260,821)	(10,012)	2,767	774,009
<b>Total Unrestricted funds</b>	<b>697,169</b>	<b>494,906</b>	<b>(260,821)</b>	<b>(10,012)</b>	<b>2,767</b>	<b>924,009</b>
<b>RESTRICTED FUNDS</b>						
Restricted Fund	13,000	26,988	(50,000)	10,012	-	-
<b>Total of funds</b>	<b>710,169</b>	<b>521,894</b>	<b>(310,821)</b>	<b>-</b>	<b>2,767</b>	<b>924,009</b>

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2021**

**12. Statement of funds (continued)**

**STATEMENT OF FUNDS PRIOR YEAR**

	Balance at 1 October 2019 £	Income £	Expenditure £	Transfers in/out £	Balance at 30 September 2020 £
<b>UNREST- RICTED FUNDS</b>					
<b>DESIGN- ATED FUNDS</b>					
Future Development fund	150,000	-	-	-	150,000
<b>GENERAL FUNDS</b>					
General Funds	146,082	576,449	(167,976)	(7,386)	547,169
<b>Total Unrestricted funds</b>	<b>296,082</b>	<b>576,449</b>	<b>(167,976)</b>	<b>(7,386)</b>	<b>697,169</b>
<b>RESTRICTED FUNDS</b>					
Other funds	845	20,903	(16,134)	7,386	13,000
<b>Total of funds</b>	<b>296,927</b>	<b>597,352</b>	<b>(184,110)</b>	<b>-</b>	<b>710,169</b>

**Other restricted funds**

Within other restricted funds there are sometimes several smaller funds (food, clothes, energy, and research) and when expenditure exceeds the brought forward funds and income then the deficit is covered by a transfer from general funds. In 2020/2021 the funds all related to fuel. This year a total of £10,012 (2020: £7,386) was transferred.

**Designated funds**

A transfer of £150,000 was made to the designated fund for future development in 2017. This was unspent at 30 September 2021.

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2021**

**13. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

**ANALYSIS OF NET ASSETS BETWEEN FUNDS - CURRENT YEAR**

	<b>Unrestricted funds 2021 £</b>	<b>Total funds 2021 £</b>
Tangible fixed assets	4,898	<b>4,898</b>
Fixed asset investments	202,767	<b>202,767</b>
Debtors due after more than one year	7,438	<b>7,438</b>
Current assets	720,009	<b>720,009</b>
Creditors due within one year	(11,103)	<b>(11,103)</b>
<b>Total</b>	<b>924,009</b>	<b>924,009</b>

**ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR**

	<b>Restricted funds 2020 £</b>	<b>Unrestricted funds 2020 £</b>	<b>Total funds 2020 £</b>
Tangible fixed assets	-	1,796	1,796
Debtors due after more than one year	-	5,500	5,500
Current assets	13,000	698,873	711,873
Creditors due within one year	-	(9,000)	(9,000)
<b>Total</b>	<b>13,000</b>	<b>697,169</b>	<b>710,169</b>

**THE CAMBRIDGE CITY FOODBANK**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2021**

**14. Reconciliation of net movement in funds to net cash flow from operating activities**

	2021 £	2020 £
Net income for the year (as per Statement of Financial Activities)	<b>213,840</b>	413,242
<b>Adjustments for:</b>		
Depreciation charges	<b>2,433</b>	1,050
Gains/(losses) on investments	<b>(2,767)</b>	-
Dividends, interests and rents from investments	<b>(718)</b>	(1,583)
Decrease/(increase) in debtors	<b>(4,013)</b>	(12,317)
Increase/(Decrease) in creditors	<b>2,103</b>	(4,500)
<b>Net cash provided by operating activities</b>	<b>210,878</b>	395,892

**15. Analysis of cash and cash equivalents**

	2021 £	2020 £
Cash in hand	<b>698,068</b>	692,007
<b>Total cash and cash equivalents</b>	<b>698,068</b>	692,007

**16. Analysis of changes in net debt**

	At 1 October 2020 £	Cash flows £	At 30 September 2021 £
Cash at bank and in hand	<b>692,007</b>	<b>6,061</b>	<b>698,068</b>
	<b>692,007</b>	<b>6,061</b>	<b>698,068</b>

---

**THE CAMBRIDGE CITY FOODBANK**  
**(A Company Limited by Guarantee)**

---

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2021**

---

**17. OPERATING LEASE COMMITMENTS**

At 30 September 2021 the Charity had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2021 £	2020 £
<b>Amounts Payable:</b>		
Not later than 1 year	<b>49,412</b>	54,040
Later than 1 year and not later than 5 years	<b>40,986</b>	37,813
	<u><b>90,398</b></u>	<u>91,853</u>

The following lease payments have been recognised as an expense in the Statement of Financial Activities:

	2021 £	2020 £
Operating lease rentals	<u><b>71,585</b></u>	<u>40,075</u>

**18. RELATED PARTY TRANSACTIONS**

There were no related party transactions during the current or prior period.

**THE CAMBRIDGE CITY FOODBANK**

England & Wales - Charity number 1149883

---

# Accounts

---

Registered number : 8175815  
Charity number: 1149883

---

**THE CAMBRIDGE CITY FOODBANK**  
(A company limited by guarantee)

---

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2020**

---

**THE CAMBRIDGE CITY FOODBANK**  
(A company limited by guarantee)

---

**CONTENTS**

---

	Page
<b>Reference and Administrative Details of the Charity, its Trustees and Advisers</b>	1
<b>Trustees' Report</b>	2 - 7
<b>Independent Examiner' Report</b>	8
<b>Statement of Financial Activities</b>	9
<b>Balance Sheet</b>	10
<b>Statement of Cash Flows</b>	11
<b>Notes to the Financial Statements</b>	12 - 21

---

# THE CAMBRIDGE CITY FOODBANK

(A company limited by guarantee)

---

## REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 30 SEPTEMBER 2020

---

<b>Trustees</b>	Mr M R Evans Dr S P Johnson Dr S O'Brien Ms J C Preston Mr S Thornton, Chair Mrs D M Hargreaves (appointed 5 February 2021) Mr R K Johnson (appointed 5 February 2021) Dr P J C Sarkies (appointed 5 February 2021)
<b>Company secretary</b>	Dr D A Livesey
<b>Registered number</b>	8175815
<b>Charity number</b>	1149883
<b>Registered office</b>	2 Orwell House Cowley Road Cambridge CB4 0PP
<b>Independent Examiner</b>	Mrs J Coplowe FCA Peters, Elworthy & Moore Chartered Accountants Salisbury House Cambridge CB1 2LA

---

## THE CAMBRIDGE CITY FOODBANK

(A company limited by guarantee)

---

### TRUSTEES' REPORT FOR THE YEAR ENDED 30 SEPTEMBER 2020

---

The Trustees (who are also directors of the charity for the purposes of the Companies Act) present their annual report together with the financial statements of The Cambridge City Foodbank for the year ended 30 September 2020. The Trustees confirm that the Annual Report and financial statements of the charity comply with the current statutory requirements, the requirements of the charity's governing document and the provisions of the Statement of Recommended Practice (SORP), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (second edition of the Charities SORP October 2019, effective 1 January 2019).

Since the company qualifies as small under section 382 of the Companies Act 2006, the strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

#### OBJECTIVES AND ACTIVITIES

##### a. Policies and objectives

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit.

The principal activities of the charity are the relief of poverty by providing food to the needy and destitute in particular within a 25 mile radius of Cambridge.

##### b. Activities for achieving objectives

Cambridge City Foodbank is a straightforward system of collection, collation and distribution of basic food items to support people in times of crisis. The main purpose of the Charity is to give 3 days' worth of food, packed according to family unit size, to identified people who find themselves in crisis need and unable to buy food.

#### ACHIEVEMENTS AND PERFORMANCE

##### a. Review of Activities

During the reporting year under review we operated with the cooperation of 125 active voucher distributing agencies with a roughly equal number of statutory agencies and voluntary bodies (including charities and churches). These agencies are able to identify their clients who are in crisis, needing food, and refer them to us. This ensures that our services are available to those most in need. In the period under review we have supplied 4,020 (4,005) boxes of food providing meals to around 9,772 (9,046) people, with around 38% being children (the numbers in brackets refer to the previous financial year). Overall we see a rise in demand for services continuing into the near term future.

In the same period we have collected 133.2 (91.4) metric tonnes of food through supermarket collections and donations from churches, businesses, individuals and community groups in the City, including food purchased by cash donations. Food was also purchased directly using charity funds to supplement the donations. This has enabled us to distribute 125.8 (96.7) tonnes of food to people in crisis, an increase of 30%. In addition to the distribution centres we have been providing food to our Fairbite foodclub shop and the Community food hubs.

The Fairbite foodclub is an initiative started in 2018 to provide longer term support for people struggling to afford food. It operates as a small shop. It has around 80 members, referred by support agencies. Members are able to shop once or twice a week, depending on the size of their family. They can choose items off the shelves, together with a selection of fresh fruit and vegetables. Members pay £2 per visit, for which they receive around £10 worth of food. The membership fee gives people the dignity of being shoppers. Food comes either from FareShare, our warehouse or a local fruit and vegetable wholeseller.

We have been operating a scheme to give electricity and gas top-ups to people, referred by agencies. During the year the cost of this came to £10,975.

---

## THE CAMBRIDGE CITY FOODBANK

(A company limited by guarantee)

---

### TRUSTEES' REPORT FOR THE YEAR ENDED 30 SEPTEMBER 2020

---

#### a. Review of Activities (cont.)

Our operations were impacted by Coronavirus. In mid-March 2020, we made the decision to close 4 quieter distribution centres, allowing us to focus on the 3 busiest city centres and the centre in Cambourne. Following appropriate risk assessments, we reopened 2 of the closed centres and a third has joined another Foodbank. The fourth centre will remain closed until the pandemic has eased as it is not possible to operate it in a Covid-safe way. Most of our centres are not allowing people into the building but are serving clients across a table placed in the doorway. Many of our agencies stopped meeting clients face-to-face. Some of our larger agencies were already issuing electronic vouchers. We have seen the proportion of electronic vouchers increase from 50% to 72%, as agencies switched to this method of supporting their service-users. We restructured our warehouse teams to have more, smaller teams. We added additional evening and weekend teams. During lockdowns, we have stopped allowing members into the Fairbite shop but are issuing pre-packed bags. We have added an extra session to reduce crowding and the time people may have to wait.

The Foodbank has 2 employees and around 200 volunteers. Volunteers help at the distribution centres, in the Fairbite foodclub, in the warehouse, and with management and administration. At the start of the pandemic, a large number of volunteers stepped down, primarily due to age or health concerns. They were replaced by younger volunteers, who had time available and felt they were at low risk from the virus. We introduced smaller teams and have been able to maintain the service throughout the pandemic.

#### FINANCIAL REVIEW

##### a. Financial Results

The accounts for the year ended 30 September 2020 have been prepared on the accruals basis and appear on pages 9 - 21. These accounts show the following results:

- an increase in the value of the food distributed to £220,220 (2019: £169,225)
- an operating surplus of £413,242 (2019: £24,437) which results in
  - designated reserves of £150,000 (2019: £150,000), restricted reserves of £13,000 (2019: £845),
  - general reserves of £547,169 (2019: £146,082) and food stocks of £28,576 (2019: £21,705)
- an increase in the value of the food donated to £238,780 (2019: £159,950)
- an increase in charitable donations to £550,769 (2019: £150,064)

##### b. Reserves policy

The trustees aim to maintain free reserves in unrestricted funds at a level which equates to approximately twelve months of current unrestricted charitable expenditure, £70,000. Since the charity is currently run by over 120 volunteers and one paid employee, the trustees consider that in addition to the £70,000, which will provide sufficient funds to enable the charity to maintain its provision of food and energy to those in crisis need for its support, £30,000 is required to mitigate for employing a coordinator in event that the voluntary role cannot be filled. Also, the trustees have designated £150,000 for the development of a community centre. For so long as the charity has reserves above this level of £250,000 the trustees have agreed to rely on the generosity of existing and new donors drawn to support the charity through local and national awareness of the need for its services rather than to campaign actively for funds.

##### c. Risk Management

The Trustee Board has approved the risk management strategy and reviews the risk assessment regularly. Regular reviews are performed by the Trustee Board to assess the likelihood and impact, relevance of risks, current strategies applied and the strength of the strategies. The residual risk is identified and action plans are created to further mitigate risk.

There are no areas which caused immediate concern and there are no factors for which a high or medium risk is combined with a high or medium impact.

The Trustee Board is responsible for monitoring external developments that may impact on the organisation.

Comprehensive budgeting systems and financial reporting, which indicate financial performance against the budget, and forecasts are reviewed and agreed at the Trustee Board.

---

## THE CAMBRIDGE CITY FOODBANK

(A company limited by guarantee)

---

### TRUSTEES' REPORT FOR THE YEAR ENDED 30 SEPTEMBER 2020

---

#### c. Risk Management (cont.)

The most significant risks faced by the charity have been identified by the Trustee Board and relate to the following:

Loss of Key Trustees leading to ineffective governance, which is well mitigated by succession planning for board membership, and by having an appropriately sized board with a documented audit of its skills.

Loss of key members of the management team, which is mitigated by cover from other team members, including paid staff, and the trustee board.

Public perception leading to a loss of influence and loss of morale with its consequential impact of the charity's funding. This is well mitigated by the impact of its communication strategy and policy as well as good reporting including the complaints procedure.

Crisis management strategy, which has been robustly tested by the covid pandemic, is effective.

#### PLANS FOR THE FUTURE

For the last 10 years Cambridge City Foodbank has provided 3 day emergency food parcels to people in need. The number of people using the service has increased year on year. The majority of visitors only come once or twice but there are some habitual users. Through our work with professional agencies and signposting by volunteers, we aim to reduce reliance on the Foodbank. The Covid-19 pandemic has forced more people to use the Foodbank, or to use it more often. Cambridge has been fortunate in the number of community food hubs that have started during the pandemic. Initially, these were open to all but most now carry out some assessment of need. Through these hubs, people have come to expect unlimited food without the need to obtain a referral from a professional agency. This will present a challenge for the Foodbanks when the hubs close down. Cambridge City Foodbank has been supporting these hubs with food. We ask them to assess their visitors to determine that they are in need of help. Over the next year, as the effects of the pandemic continue, Cambridge City Foodbank expects to have an increase in the number of visitors. We are looking at ways to offer a broader range of support, besides the 3 day emergency food parcels.

During the year, we engaged a communications consultancy to carry out a study into how the Foodbank was perceived by local organisations, including local government and Citizens Advice. This helped to identify areas where people felt the Foodbank was doing well and areas where people felt there were needs that were not being met. Building on their report, we are looking at increasing our profile with local government and at how we can meet the needs of a wider range of people, especially those with dietary requirements. To identify additional ways of alleviating food poverty and providing relief for the needy, we have asked the same consultancy to investigate other forms of help and support we could offer and to review the approach of other charities working for the relief of poverty, especially food poverty. This is likely to lead to an increase in our capacity for signposting and on-site support of people in need. We will continue to work with Trussell Trust under their Together For Change strategy.

In 2018, we opened the Fairbite foodclub in Arbury. Members pay a small subscription, per visit, and can choose items from the shelves. We are investigating moving the existing shop to larger premises, providing some space for signposting and for supporting agencies to meet members. We are also looking to open a second Fairbite in the south of the City.

We have identified the new town of Northstowe as an area which could benefit from a Foodbank and are working with the local churches and South Cambridge District Council to open a new centre. This will serve the new town and the surrounding villages, helping people who have difficulty accessing the centres in Cambridge.

We have a diesel Transit van, used for deliveries and stock movements. In order to improve support for the centres and Fairbite, we are looking at leasing a small electric van. This will allow us to top-up centres during sessions, deliver food to Fairbite and move stock between warehouses.

---

## THE CAMBRIDGE CITY FOODBANK

(A company limited by guarantee)

---

### TRUSTEES' REPORT FOR THE YEAR ENDED 30 SEPTEMBER 2020

---

#### STRUCTURE, GOVERNANCE AND MANAGEMENT

##### a. Constitution

The company is a registered charity (Charity no. 1149883) and is limited by guarantee.

The company is constituted by its Memorandum & Articles of Association dated 21 June 2012, and was registered at Companies House, company no. 08175815, on 10 August 2012.

##### b. Methods of appointment or election of Trustees

Trustees are appointed by a resolution of the trustees at a special meeting. They are chosen with regard to the skills, knowledge and experience needed for the effective administration of the charity and their having personal values which accord with but not necessarily subscribe to those of the charity's founders and of the Trussell Trust.

The trustees who served the charity during the year were as follows:

Mr C G Brown - Resigned 6 June 2020  
Mr N Emery - Resigned 27 October 2020  
Mr M R Evans - Appointed 25 February 2020  
Dr S P Johnson  
Mrs B Kettel - Resigned 8 September 2020  
Dr D A Livesey - Resigned 8 September 2020 2020  
Dr S O'Brien - Appointed 22 February 2020  
Ms J C Preston - Appointed 25 February 2020  
Ms S A Reynolds - Resigned 6 June 2020  
Mr S Thornton

##### c. Organisational structure and decision-making policies

The Cambridge City Food Bank is a member of the Trussell Trust Foodbank Network, and operates as an independent social franchise of their foodbank model. Our relationship with the Trussell Trust is based on mutual undertakings agreed when we took on the franchise. This was for an initial period of 3 years and has been extendable annually. The mutual undertakings in place are contained in the Trussell Trust's Foodbank Operating Manual.

##### d. Recruitment and Appointment of New Trustees

New trustees are recruited to fill gaps in the skill set of the continuing trustees. Trustees are either elected at the annual general meeting or co-opted until the annual general meeting. The practice is for trustees to retire from office at the third annual general meeting following their election but may be re-elected normally for one a further term.

In addition to the above trustees, the following attend the board meetings as non-voting members:

Margaret Saner Chief Executive  
Merrilyn Fry Deputy Co-ordinator  
David Livesey Company Secretary

---

## THE CAMBRIDGE CITY FOODBANK

(A company limited by guarantee)

---

### TRUSTEES' REPORT FOR THE YEAR ENDED 30 SEPTEMBER 2020

---

#### STRUCTURE, GOVERNANCE AND MANAGEMENT (CONTINUED)

##### e. Governance

The organisation has role descriptions for the trustees, the chairman, the treasurer, and the company secretary and these are reviewed from time to time.

Good governance is achieved through regularly quarterly meetings of the trustees which receive comprehensive, concise and timely reports on the charity's strategic direction together with occasional meetings focussed only on strategy as well as urgent decisions taken by electronic circulation and/or additional meetings when required.

The Chief Executive is responsible to the Board:

- management, development and strategic planning
- to show vision and leadership in the continuing development of the charity
- to serve and advise the trustee board of Directors in carrying out their responsibilities, in maintaining an overview of the organisation and in making appropriate strategic, policy and financial decisions.

##### f. Induction and Training of New Trustees

New trustees are provided with an 'Induction Pack' covering such topics as legal status and governance, structure, organisation and staffing, governance, policy, and strategy. They are invited to attend the induction event for new volunteers and to visit the office and warehouse and to observe at the distribution centres and at FairBite. In addition to familiarise themselves with the charity and the context within which it operates, new trustees are invited and encouraged to attend meetings organised by the Trussell Trust and to attend specialised training where it is considered to be appropriate.

---

## THE CAMBRIDGE CITY FOODBANK

(A company limited by guarantee)

---

### TRUSTEES' REPORT FOR THE YEAR ENDED 30 SEPTEMBER 2020

---

#### Statement of Trustees' responsibilities

The Trustees (who are also the directors of the Charity for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees and signed on their behalf by:

**Mr S Thornton**

Trustee

Date: 9 March 2021

---

# THE CAMBRIDGE CITY FOODBANK

(A company limited by guarantee)

---

## INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 30 SEPTEMBER 2020

---

### INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE CAMBRIDGE CITY FOODBANK ('THE COMPANY')

I report to the charity Trustees on my examination of the accounts of the Charity for the year ended 30 September 2020.

#### RESPONSIBILITIES AND BASIS OF REPORT

As the Trustees of the Charity 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 Charity 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 the Charity's accounts 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 Charity'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

1. accounting records were not kept in respect of the Charity 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.

This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Company's Trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Company and the Company's Trustees as a body, for my work or for this report.

**Mrs J Coplowe FCA**

4 May 2021

**For and on behalf of Peters Elworthy & Moore  
Chartered Accountants  
Cambridge, CB1 2LA**

---

**THE CAMBRIDGE CITY FOODBANK**

(A company limited by guarantee)

---

**STATEMENT OF FINANCIAL ACTIVITIES  
(INCORPORATING INCOME AND EXPENDITURE ACCOUNTS)  
FOR THE YEAR ENDED 30 SEPTEMBER 2020**

---

		Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £	Total funds 2019 £
	Note				
<b>INCOME FROM:</b>					
Donations	2	529,866	20,903	550,769	150,064
Interest received (2019 - unrestricted)		1,583	-	1,583	1,078
Other income	3	45,000	-	45,000	-
<b>TOTAL INCOME</b>		<b>576,449</b>	<b>20,903</b>	<b>597,352</b>	<b>151,142</b>
<b>EXPENDITURE ON:</b>					
Raising funds (2019 - unrestricted)		562	-	562	245
Charitable activities	4	167,414	16,134	183,548	126,460
<b>TOTAL EXPENDITURE</b>		<b>167,976</b>	<b>16,134</b>	<b>184,110</b>	<b>126,705</b>
<b>NET INCOME BEFORE TRANSFERS</b>					
		<b>408,473</b>	<b>4,769</b>	<b>413,242</b>	<b>24,437</b>
Transfers between funds	11	(7,386)	7,386	-	-
<b>NET MOVEMENT IN FUNDS</b>		<b>401,087</b>	<b>12,155</b>	<b>413,242</b>	<b>24,437</b>
<b>RECONCILIATION OF FUNDS:</b>					
Total funds brought forward		296,082	845	296,927	272,490
Net movement in funds		401,087	12,155	413,242	24,437
<b>TOTAL FUNDS CARRIED FORWARD</b>	11	<b>697,169</b>	<b>13,000</b>	<b>710,169</b>	<b>296,927</b>

The notes on pages 12 to 21 form part of these financial statements.

---

**THE CAMBRIDGE CITY FOODBANK****(A company limited by guarantee)****REGISTERED NUMBER 8175815**

---

**BALANCE SHEET  
AS AT 30 SEPTEMBER 2020**

---

	Note	£	2020 £	£	2019 £
<b>FIXED ASSETS</b>					
Tangible assets	7		<b>1,796</b>		2,191
			<hr/>	<hr/>	
			<b>1,796</b>		2,191
<b>CURRENT ASSETS</b>					
Debtors	9	<b>25,366</b>		13,049	
Cash at bank and in hand		<b>692,007</b>		295,187	
		<hr/>		<hr/>	
		<b>717,373</b>		308,236	
<b>CREDITORS:</b> amounts falling due within one year	10	<b>(9,000)</b>		<b>(13,500)</b>	
		<hr/>		<hr/>	
<b>NET CURRENT ASSETS</b>			<b>708,373</b>		294,736
			<hr/>	<hr/>	
<b>TOTAL NET ASSETS</b>			<b>710,169</b>		296,927
			<hr/> <hr/>	<hr/> <hr/>	
<b>CHARITY FUNDS</b>					
Restricted funds	11		<b>13,000</b>		845
Unrestricted funds:	11		<b>697,169</b>		296,082
			<hr/>	<hr/>	
<b>TOTAL FUNDS</b>			<b>710,169</b>		<b>296,927</b>
			<hr/> <hr/>	<hr/> <hr/>	

For the financial year in question the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf, by:

**Mr S Thornton**

Date: 9 March 2021

The notes on pages 12 to 21 form part of these financial statements.

---

**THE CAMBRIDGE CITY FOODBANK**

(A company limited by guarantee)

---

**STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED 30 SEPTEMBER 2020**

---

	Note	2020 £	2019 £
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
Net cash used in operating activities	13	<u>395,892</u>	<u>29,587</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
Dividends, interests and rents from investments		1,583	1,078
Purchase of tangible fixed assets		(655)	(1,673)
<b>NET CASH PROVIDED/(USED BY) BY INVESTING ACTIVITIES</b>		<u>928</u>	<u>(595)</u>
<b>CHANGE IN CASH AND CASH EQUIVALENTS IN THE YEAR</b>			
Cash and cash equivalents at the beginning of the year		295,187	266,195
<b>CASH AND CASH EQUIVALENTS AT THE END OF THE YEAR</b>	13	<u>692,007</u>	<u>295,187</u>

The notes on pages 12 to 21 form part of these financial statements.

---

**THE CAMBRIDGE CITY FOODBANK**  
(A company limited by guarantee)

---

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2020**

---

**1 ACCOUNTING POLICIES**

**1.1 BASIS OF PREPARATION OF FINANCIAL STATEMENTS**

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) (second edition of the Charities SORP (FRS 102) October 2019, effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The Cambridge City Foodbank meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

There were no significant estimates or judgements made by management in preparing these financial statements.

**1.2 COMPANY STATUS**

The company is a company limited by guarantee. The members of the company are the Trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

**1.3 GOING CONCERN**

The Trustees have reviewed the financial position of the charity, including the impact of the COVID-19 crisis on its activities and have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Accordingly, the financial statements continue to be prepared on the going concern basis.

**1.4 FUND ACCOUNTING**

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

---

**THE CAMBRIDGE CITY FOODBANK**  
(A company limited by guarantee)

---

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2020**

---

**1.5 INCOME**

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Donated services or facilities are recognised when the company has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the company of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised and reference should be made to the Trustees' Report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the company which is the amount the company would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

Donated goods for distribution to beneficiaries are valued at the lower of deemed cost (£nil) and replacement cost.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the company, this is normally upon notification of the interest paid or payable by the Bank.

Donations are recognised on receipt.

**1.6 EXPENDITURE**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charity's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

---

**THE CAMBRIDGE CITY FOODBANK**  
(A company limited by guarantee)

---

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2020**

---

**1.7 TANGIBLE FIXED ASSETS**

Tangible fixed assets costing £400 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives.

Depreciation is provided on the following bases:

Motor vehicles	-	25% straight line
Fixtures and fittings	-	25% straight line
Office equipment	-	25% straight line

**1.8 OPERATING LEASES**

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the lease term.

**1.9 STOCKS**

The charity maintains a detailed food stock inventory system to record all food donations received, food purchased by Foodbank, food distributions made, damaged or obsolete items to be written off and closing stock at the period end.

Under FRS 102 the carrying value of donated food held for distribution is the lower of deemed cost and replacement cost. Deemed cost is £nil and accordingly, the stock values only reflect the food purchased.

The value of the donated food in stock at the year end has been disclosed in note 7. For the purpose of attributing a value to the food items, the Trussel Trust's advisory rate of £1.75 per kilogram is used after making due allowance for obsolete and slow-moving stocks.

**1.10 DEBTORS**

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**1.11 CASH AT BANK AND IN HAND**

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**1.12 LIABILITIES AND PROVISIONS**

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

**1.13 FINANCIAL INSTRUMENTS**

The company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

**THE CAMBRIDGE CITY FOODBANK**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2020**

**2 INCOME FROM DONATIONS**

	<b>Unrestricted funds 2020 £</b>	<b>Restricted funds 2020 £</b>	<b>Total funds 2020 £</b>	<b>Total funds 2019 £</b>
Donations	529,866	20,903	<b>550,769</b>	150,064
Total 2019	<u>123,140</u>	<u>26,924</u>	<u>150,064</u>	

The value of donated food in 2020 was £238,780 (calculated as 133,268 tonnes valued at £1.75 per kilo adjusted for purchased food) (2019: £159,950).

**3 OTHER INCOME**

	<b>Unrestricted funds 2020 £</b>	<b>Restricted funds 2020 £</b>	<b>Total funds 2020 £</b>	<b>Total funds 2019 £</b>
Government grants	45,000	-	<b>45,000</b>	-

Two grants of £10,000 each and one grant of £25,000 were received from Cambridge City Council during the year as Coronavirus Business grants. The money was given without restrictions on use, to support the Charity during the pandemic. There were no conditions attached to the grant.

**4 ANALYSIS OF CHARITABLE EXPENDITURE BY ACTIVITIES**

	<b>Direct costs 2020 £</b>	<b>Support costs 2020 £</b>	<b>Total 2020 £</b>	<b>Total 2019 £</b>
Special items	-	12,389	<b>12,389</b>	5,117
Food costs	5,159	3,938	<b>9,097</b>	8,344
Staff costs (including pension)	-	39,585	<b>39,585</b>	8,400
Administrative expenses	-	26,532	<b>26,532</b>	12,423
Premises expenses	-	39,686	<b>39,686</b>	28,722
Volunteer expenses	-	2,759	<b>2,759</b>	4,537
Depreciation	-	1,049	<b>1,049</b>	886
Fairbite premises expenses	-	14,066	<b>14,066</b>	18,755
Fairbite consumable expenses	-	2,165	<b>2,165</b>	4,525
Advocacy partnership expenses	-	17,500	<b>17,500</b>	30,000
Motor expenses	2,262	-	<b>2,262</b>	2,449
Grants to charities (see below)	13,500	-	<b>13,500</b>	-
Independent Examiner's and Accountancy fees (governance)	-	2,958	<b>2,958</b>	2,302
	<u>20,921</u>	<u>162,627</u>	<u>183,548</u>	<u>126,460</u>
Total 2019	<u>24,310</u>	<u>102,150</u>	<u>126,460</u>	

In 2019 £42,548 of the charitable expenditure was restricted and £83,912 was attributable to unrestricted funds.

The value of food (both donated and purchased) distributed to clients in 2020 was £220,220 (125.84 tonnes valued at £1.75) (2019: £169,225).

During the year ended 30 September 2020 13 grants of £1,000 each and 1 grant of £500 were paid to local charities and church groups to assist with their work to relieve the needs of those during the Coronavirus pandemic.

---

**THE CAMBRIDGE CITY FOODBANK**  
(A company limited by guarantee)

---

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2020**

---

**5 NET INCOME/EXPENDITURE**

This is stated after charging:

	<b>2020</b>	2019
	£	£
Fees payable to the Charity's independent examiner for the independent examination of the Charity's annual accounts	<b>375</b>	120
Fees payable to the Charity's independent examiner in respect of:		
Accountancy fees	<b>2,583</b>	2,182
Depreciation of tangible fixed assets owed by the charity	<b>1,049</b>	886

**6 STAFF COSTS**

	<b>2020</b>	2019
	£	£
Wages and salaries	37,700	8,000
Other pension costs	1,885	400
	<u>39,585</u>	<u>8,400</u>

The average number of persons employed by the company during the year was as follows:

	<b>2020</b>	2019
	No.	No.
Employees	<u>1</u>	<u>1</u>

No employee received remuneration amounting to more than £60,000 in either year.

The key management personnel of the charity comprises the Trustees. The Trustees all give their time and expertise without any kind of remuneration or other benefit in kind (2019: £nil).

During the year, no travel or subsistence expenses were reimbursed to Trustees or paid directly to third parties on their behalf (2019: £nil).

**THE CAMBRIDGE CITY FOODBANK**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2020**

**7 TANGIBLE FIXED ASSETS**

	Motor vehicles £	Fixtures and fittings £	Office equipment £	Total £
<b>COST</b>				
At 1 October 2019	12,825	7,623	3,607	<b>24,055</b>
Additions	-	-	655	<b>655</b>
Disposals	-	-	(488)	<b>(488)</b>
At 30 September 2020	<u><b>12,825</b></u>	<u><b>7,623</b></u>	<u><b>3,774</b></u>	<u><b>24,222</b></u>
<b>DEPRECIATION</b>				
At 1 October 2019	12,825	5,927	3,112	<b>21,864</b>
Charge for the year	-	721	329	<b>1,050</b>
On disposals	-	-	(488)	<b>(488)</b>
At 30 SEPTEMBER 2020	<u><b>12,825</b></u>	<u><b>6,648</b></u>	<u><b>2,953</b></u>	<u><b>22,426</b></u>
<b>NET BOOK VALUE</b>				
At 1 October 2019	<u>-</u>	<u><b>975</b></u>	<u><b>821</b></u>	<u><b>1,796</b></u>
At 30 September 2020	<u>-</u>	<u><b>1,696</b></u>	<u><b>495</b></u>	<u><b>2,191</b></u>

**8 STOCKS**

The value of donated stock as at 30 September 2020 was £28,576 (2019: £21,705) and in line with the accounting policy, this is valued in the accounts as £nil.

**9 DEBTORS**

	2020 £	2019 £
<b>DUE AFTER MORE THAN ONE YEAR</b>		
Rent deposit	<u><b>5,500</b></u>	5,500
	<b>5,500</b>	5,500
<b>DUE WITHIN ONE YEAR</b>		
Trade debtors	<b>968</b>	1,195
Other debtors	<b>7,471</b>	2,361
Prepayments and accrued income	<b>11,427</b>	3,993
	<u><b>25,366</b></u>	<u><b>13,049</b></u>

**THE CAMBRIDGE CITY FOODBANK**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 SEPTEMBER 2020**

**10 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2020 £	2019 £
Trade creditors	3,980	11,479
Other taxation and social security	862	656
Accruals and deferred income	4,158	1,365
	<u>9,000</u>	<u>13,500</u>

**DEFERRED INCOME**

	2020 £	2019 £
At 1 October 2019	-	-
Resources deferred (rent rebate) during the year	1,563	-
Amounts releases from previous periods	-	-
At 30 September 2020	<u>1,563</u>	<u>-</u>

**11 STATEMENT OF FUNDS**

**STATEMENT OF FUNDS - CURRENT YEAR**

	Balance at 1 October 2019 £	Income £	Expenditure £	Transfers in/out £	Balance at 30 September 2020 £
<b>UNRESTRICTED FUNDS</b>					
<b>DESIGNATED FUNDS</b>					
Future Development fund	150,000	-	-	-	150,000
<b>GENERAL FUNDS</b>					
General Funds	146,082	576,449	(167,976)	(7,386)	547,169
	<u>296,082</u>	<u>576,449</u>	<u>(167,976)</u>	<u>(7,386)</u>	<u>697,169</u>

**RESTRICTED FUNDS**

Other funds	845	20,903	(16,134)	7,386	13,000
	<u>845</u>	<u>20,903</u>	<u>(16,134)</u>	<u>7,386</u>	<u>13,000</u>
Total of funds	<u>296,927</u>	<u>597,352</u>	<u>(184,110)</u>	<u>-</u>	<u>710,169</u>

**THE CAMBRIDGE CITY FOODBANK**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2020**

**11 STATEMENT OF FUNDS (CONTINUED)**

**STATEMENT OF FUNDS - PRIOR YEAR**

	Balance at 1 October 2018 £	Income £	Expenditure £	Transfers in/out £	Balance at 30 September 2019 £
<b>UNRESTRICTED FUNDS</b>					
<b>DESIGNATED FUNDS</b>					
Future Development fund	150,000	-	-	-	150,000
<b>GENERAL FUNDS</b>					
General Funds	108,616	124,218	(84,157)	(2,595)	146,082
<b>TOTAL UNRESTRICTED FUNDS</b>	<u>258,616</u>	<u>124,218</u>	<u>(84,157)</u>	<u>(2,595)</u>	<u>296,082</u>
<b>RESTRICTED FUNDS</b>					
Advocacy project fund	11,774	18,023	(30,000)	203	-
Other funds	2,100	8,901	(12,548)	2,392	845
	<u>13,874</u>	<u>26,924</u>	<u>(42,548)</u>	<u>2,595</u>	<u>845</u>
Total of funds	<u>272,490</u>	<u>151,142</u>	<u>(126,705)</u>	<u>-</u>	<u>296,927</u>

**Other restricted funds**

Within other restricted funds there are several smaller funds (food, clothes, energy, and research) and when expenditure exceeds the brought forward funds and income then the deficit is covered by a transfer from general funds. This year a total of £7,386 (2019: £2,392) was transferred.

**Designated funds**

A transfer of £150,000 was made to the designated fund for future developments in 2017. This was unspent at 30 September 2020.

**12 ANALYSIS OF NET ASSETS**

**ANALYSIS OF NET ASSETS BETWEEN FUNDS - CURRENT YEAR**

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £
Tangible fixed assets	1,796	-	1,796
Current assets	704,373	13,000	717,373
Creditors due within one year	9,000	-	9,000
	<u>715,169</u>	<u>13,000</u>	<u>728,169</u>

**THE CAMBRIDGE CITY FOODBANK**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2020**

**12 ANALYSIS OF NET ASSETS (CONTINUED)**

**ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR**

	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £
Tangible fixed assets	2,191	-	2,191
Debtors due after more than one year	5,500	-	5,500
Current assets	301,891	845	302,736
Creditors due within one year	(13,500)	-	(13,500)
	<u>296,082</u>	<u>845</u>	<u>296,927</u>

**13 RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES**

	2020 £	2019 £
Net expenditure for the year (as per Statement of Financial Activities)	413,242	24,437
<b>Adjustment for:</b>		
Depreciation charges	1,050	886
Dividends, interest and rents from investments	(1,583)	(1,078)
Decrease/(increase) in debtors	(12,317)	(2,722)
(Decrease)/increase in creditors	(4,500)	8,064
<b>Net cash provided by operating activities</b>	<u>395,892</u>	<u>29,587</u>

**ANALYSIS OF CASH AND CASH EQUIVALENTS**

	2020 £	2019 £
Cash in hand	692,007	295,187
Total	<u>692,007</u>	<u>295,187</u>

**14 ANALYSIS OF NET DEBT**

	At 1 April 2019 £	Cash flows £	At 31 March 2020 £
Cash at bank and in hand	295,187	396,820	692,007
	<u>295,187</u>	<u>396,820</u>	<u>692,007</u>

---

**THE CAMBRIDGE CITY FOODBANK**  
(A company limited by guarantee)

---

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2020**

---

**15 OPERATING LEASE COMMITMENTS**

At 30 September 2020 the total of the Charity's future minimum lease payments under non-cancellable operating leases was:

<b>AMOUNTS PAYABLE:</b>	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Within 1 year	<b>54,040</b>	17,716
Between 1 and 5 years	<b>37,813</b>	9,100
Total	<b><u>91,853</u></b>	<b><u>26,816</u></b>

**16 RELATED PARTY TRANSACTIONS**

There were no related party transactions in the year.