

Registered number: 8175815
Charity number: 1149883

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)

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

Trustees	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)
Registered number	8175815
Charity number	1149883
Registered office	2 Orwell House Cowley Road Cambridge CB4 0PP
Company secretary	Dr D A Livesey
Chief executive officer	Steve Clay
Independent Examiner	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.

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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.

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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.

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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.

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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.

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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.

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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 Trustees 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
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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.

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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.

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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
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**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: 

Dated: 28 April 2025

M Hewett FCA DChA

For and on behalf of Peters Elworthy & Moore

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

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 £
FIXED ASSETS			
Tangible assets	7	42,371	17,098
Investments	8	217,693	195,629
		<u>260,064</u>	<u>212,727</u>
CURRENT ASSETS			
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>
NET CURRENT ASSETS			
		<u>1,174,494</u>	<u>1,161,232</u>
TOTAL NET ASSETS			
		<u>1,174,494</u>	<u>1,161,232</u>
CHARITY FUNDS			
Restricted funds	12	208,313	63,008
Unrestricted funds	12	966,181	1,098,224
TOTAL FUNDS		<u>1,174,494</u>	<u>1,161,232</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.

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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
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STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 SEPTEMBER 2024

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

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

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

3. ANALYSIS OF GRANTS

	Grants to Institutions 2024 £	Total funds 2024 £	Total funds 2023 £
Grants payable	26,129	26,129	50
TOTAL 2023	50	50	

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

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

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

4. ANALYSIS OF EXPENDITURE BY ACTIVITIES

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

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

THE CAMBRIDGE CITY FOODBANK
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2024

6. STAFF COSTS

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

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

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

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

	2024 No.	2023 No.
In the band £60,001 - £70,000	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 (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).

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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 £
COST					
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	46,900	29,568	5,398	8,276	90,142
DEPRECIATION					
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	22,675	17,629	5,398	2,069	47,771
NET BOOK VALUE					
At 30 September 2024	24,225	11,939	-	6,207	42,371
At 30 September 2023	10,950	5,742	406	-	17,098

THE CAMBRIDGE CITY FOODBANK
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2024

8. FIXED ASSET INVESTMENTS

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

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

10. DEBTORS

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

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

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

THE CAMBRIDGE CITY FOODBANK
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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 £
UNRESTRICTED FUNDS						
DESIGNATED FUNDS						
Future Development Fund	150,000	-	-	350,000	-	500,000
GENERAL FUNDS						
General Fund	948,224	525,634	(617,251)	(412,490)	22,064	466,181
TOTAL UNRESTRICTED FUNDS	1,098,224	525,634	(617,251)	(62,490)	22,064	966,181
RESTRICTED FUNDS						
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
TOTAL OF FUNDS	1,161,232	862,164	(870,966)	-	22,064	1,174,494

THE CAMBRIDGE CITY FOODBANK
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**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 £
UNRESTRICTED FUNDS						
DESIGNATED FUNDS						
Future Development Fund	150,000	-	-	-	-	150,000
GENERAL FUNDS						
General Fund	836,457	631,472	(467,711)	(63,410)	11,416	948,224
TOTAL UNRESTRICTED FUNDS	986,457	631,472	(467,711)	(63,410)	11,416	1,098,224
RESTRICTED FUNDS						
The Trussel Trust	-	98,966	(35,958)	-	-	63,008
Other restricted funds	-	42,680	(106,090)	63,410	-	-
	-	141,646	(142,048)	63,410	-	63,008
TOTAL OF FUNDS	986,457	773,118	(609,759)	-	11,416	1,161,232

THE CAMBRIDGE CITY FOODBANK
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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.

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**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	42,371
Fixed asset investments	-	217,693	217,693
Debtors due after more than one year	-	21,145	21,145
Current assets	208,313	717,486	925,799
Creditors due within one year	-	(32,514)	(32,514)
TOTAL	208,313	966,181	1,174,494

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)
TOTAL	63,008	1,098,224	1,161,232

THE CAMBRIDGE CITY FOODBANK
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**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)	13,262	174,775
ADJUSTMENTS FOR:		
Depreciation charges	19,684	8,612
Losses on investments	(22,064)	(11,416)
Dividends, interests and rents from investments	(5,679)	(1,633)
Increase in debtors	(15,569)	(1,707)
Increase in creditors	12,294	9,515
NET CASH PROVIDED BY OPERATING ACTIVITIES	1,928	178,146

15. ANALYSIS OF CASH AND CASH EQUIVALENTS

	2024 £	2023 £
Cash in hand	889,710	927,060
TOTAL CASH AND CASH EQUIVALENTS	889,710	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	-
	927,032	(37,322)	889,710

THE CAMBRIDGE CITY FOODBANK
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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:

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

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

	2024 £	2023 £
Operating lease rentals	<u>70,704</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.