

**ELY FOODBANK**  
**(A Charitable Incorporated Organisation)**

REPORT AND FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31 DECEMBER 2020

Address: 10 Chapel Street, Ely CB6 1AD  
Charity Number: 1150746

Bankers: Lloyds Bank

Independent Examiner: Dr Michael Williamson

The Trustees present their annual report and financial statement of the trust for the period  
1 January - 31 December 2020

**Status**

The Charity was incorporated on 8 February 2013 and registered with the Charity Commission as a Charitable Incorporated Organisation with the charity number 1150746

**Trustees**

There shall be not less than 5 and no more than 8 trustees. The Trustees are recommended by the Trustees, with regard to the skills, knowledge and experience needed for the effective administration of the Trust (and approved in consultation with the churches in Ely).

Karl Relton (Chairman)  
Gordon Foster (Treasurer)  
Peter Whale (Secretary)  
Mark Bonney  
Jenny Gage  
Keith Rawson (retired 01/11/20)  
Jenny Webb  
Martin Wells (retired 31/01/20)  
Caroline Barnes (from 30/11/20)

**Objectives**

Objectives:  
The prevention or relief of poverty within a 15 mile radius of the City of Ely by providing grants, items and services to individuals in need and/or to charities or other organisations working to prevent or relieve poverty.

## Activities

Food is donated by members of the public, stored, and sorted into emergency food boxes. Frontline Care Professionals issue foodbank vouchers to people in crisis. These vouchers are exchanged for sufficient food for 3 days at the foodbank distribution centres where, in normal times, volunteers also take time to listen, and point clients towards further sources of support. The Covid\_19 pandemic meant that for much of the year things were anything but normal, consequently this 'signposting' aspect of the work had to be put on hold in order to protect the health of both clients and volunteers,

During 2020 84.8 (56.8 tonnes in 2019) of food was donated or purchased and 83.0 tonnes (60.1 tonnes in 2019) was distributed as food boxes. This was the equivalent of approximately 91,000 meals (66,000 in 2019) for people, adults, and children, in crisis in the area stretching from Soham, through Ely, and out to March. As previously, food was given out at distribution centres operated by the charity in Ely, Soham, Cottenham, March, Haddenham and Chatteris. Additionally, Waterbeach was added as a distribution point during the year.

The Charity relies upon the general public making donations of food at collection points at a number of supermarkets and other shops and centres. Churches and schools normally donate produce from their Harvest festival celebrations, but again less so this year due to the pandemic. Although the pandemic had some negative effects on our operations there was a massive positive effect in that donations of both food and money increased substantially. The generosity of supporters old and new was overwhelming and is enabling the charity to help more people in more ways.

The Charity could not operate without the loyal support of a team of dedicated volunteers; and the financial support of over 120 individual donors, local churches, schools, charities, and other organisations. Higher levels of activity meant that expenses increased significantly compared to the previous year, but income increased by an even greater margin. The record level of reserves carried forward will enable the charity to help people in ways that have not previously been possible, and the trustees are actively planning and implementing additional ways of helping people at the point of crisis.

During the year we received an extremely generous grant from Asda that has enabled us to fund - in conjunction with other foodbanks in the area - the part time employment of a Citizens Advice Bureau advisor. This enables clients to receive immediate and specific help with a wide range of benefit, housing, legal and other matters.

In September we appointed a part-time 'Rural Development Worker'. This is a new position and enables us to build new contacts and further develop the work that we do in remote and deprived areas. This brings our total number of employees up to 3 (all of whom are part-time).

The Charity currently has very healthy financial reserves and has not sought funds from local charities for several years.

## **Serious Incidents**

The Trustees confirm that there are no serious incidents to report regarding operations in 2020

## **Risk Analysis**

The Trustees confirm that major risks to which the Trust is exposed are reviewed regularly.

## **Reserves Policy**

The charity aims to hold free reserves sufficient to cover 6 months of normal expenditure, which has previously been estimated to equate to £28,000. This reserves level allows sufficient cash to cover normal monthly expenditure, the main components of which are employment costs and rent & occupancy costs. In the light of changing circumstances this figure will be kept under review by the Trustees. The balance at the end of the period was £165,898 (41,227 in 2019).

## **Cash Assets**

Cash assets at year end totalled £166,570, of which £18,516 was in restricted funds. Total cash assets at the end of the previous year were £41,602, of which £260 was in a restricted fund.

In addition to the above, there was £5,439 due in Gift Aid tax relief on donations received during the year. This was received in March 2021.

The Rev Karl Relton  
(Chairman of Trustees)

Gordon Foster  
(Treasurer)

## Independent Examiner's Report

**Report to the trustees/  
members of**

Charity Name  
ELY FOODBANK

**On accounts for the year  
ended**

31 December 2020

**Charity  
no (if any)**

1150746

**Set out on pages**

**1 – 6**

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2020.

**Responsibilities and basis  
of report**

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent  
examiner's statement**

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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.

**Signed:**

**R M Williamson**

**Date:**

**6/10/21**

**Name:**

R M Williamson

**Relevant professional  
qualification(s) or body  
(if any):**

**Address:**

MiJan Ltd

The Willows, Long Drove, Waterbeach

Cambridge CB25 9LW

**Receipts and Payments for the  
year to 31 December 2020**

	Unrestricted funds	Restricted funds	TOTAL 2020	TOTAL 2019
<b>Receipts</b>	£	£	£	£
Charities	12,240	6,000	18,240	1,000
Churches	5,401		5,401	1,101
Schools	172		172	-
Local organisations	6,850	700	7,550	5,076
Companies	21,979		21,979	6,767
Trussell Trust (EWSL)	-		-	-
Internet & Facebook	61,032		61,032	10,166
Single donations	34,459	1,000	35,459	8,983
Standing orders	13,269		13,269	8,093
Gift Aid	2,418		2,418	2,219
Cash & misc.	241		241	2,035
Pop-up shop	182		182	634
ASDA CAB project		29,548	29,548	
Building Society interest	474		474	382
<b>Totals</b>	<b>158,717</b>	<b>37,248</b>	<b>195,966</b>	<b>46,456</b>

	Unrestricted funds	Restricted funds	TOTAL 2020	TOTAL 2019
<b>Payments</b>	£	£	£	£
Trussell Trust				360
Rent & occupancy costs	10,969		10,969	9,334
Insurance				588
Fitments for food store				392
Equipment	1,748		1,748	164
Admin	3,792		3,792	1,372
Stationery	507		507	276
Petty cash	-		-	-
Training	287		287	-
Internet giving subscription	96		96	96
Travel expenses	1,806		1,806	1,318
Van hire	3,283		3,283	5,561
Employment	19,336	7,800	27,136	18,813
Food purchases	8,761		8,761	1,551
Client help	502		502	472
Contingency	-		-	-
Trussell EWSL	-		-	-
Fuel Poverty - client help	918	160	1,078	1,015

ASDA CAB project		11,033	11,033	
Totals	52,005	18,993	70,998	41,312
Net receipts / payments	106,712	18,256	124,968	5,144
Balances b/fwd	41,342	260	41,602	36,458
Balances c/fwd	148,054	18,516	166,570	41,602

**Statement of assets and liabilities  
at 31 December 2020**

	Unrestricted funds	Restricted funds	TOTAL 2020	TOTAL 2019
	£	£	£	£
ACTS 435 money in bank account	-150		-150	
Unspent balances on payment cards	717		717	
Cash in hand	673		673	375
Bank account	13,340	18,516	31,856	4,582
Building Society deposit	133,474		133,474	36,645
	148,054	18,516	166,570	41,602