

STOKE-ON-TRENT FOODBANK

England & Wales · Charity number 1150820

Details

Status	Registered
Legal form	Charitable company
Company number	08334798
Registered	2013-02-14
Register	View on the Charity Commission register

Contact

Address	Stoke-On-Trent Food Bank Magdalen Road Stoke-On-Trent ST3 3HS
Phone	07496564436
Email	info@stokeontrent.foodbank.org.uk
Website	http://stokeontrent.foodbank.org.uk/contact

Activities

Objects: THE CHARITY'S OBJECTS ("OBJECTS") ARE SPECIFICALLY RESTRICTED TO THE FOLLOWING:THE PREVENTION OR RELIEF OF POVERTY IN STOKE-ON-TRENT AND THE SURROUNDING AREA BY PROVIDING FOOD TO LOCAL PEOPLE WHO ARE IN NEED OF EMERGENCY SUPPLIES AND BY SUCH OTHER MEANS AS THE TRUSTEES MAY DETERMINE.

Activities: The prevention or relief of poverty in Stoke-on-Trent and the surrounding area by providing food to local people who are in need of emergency supplies and by such other means as the trustees determine.

Classification

- **How:** Provides Services
- **What:** General Charitable Purposes, The Prevention Or Relief Of Poverty
- **Who:** Other Defined Groups, The General Public/mankind

Geography

- Stoke-on-trent City

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£396,930	£391,344	-	-
2024-03-31	£378,981	£366,505	-	-
2023-03-31	£484,298	£336,968	-	-
2022-03-31	£284,430	£187,040	-	-
2021-03-31	£475,809	£228,809	-	-

Trustees

Name	Role	Appointed
Lilian Jean Dodd	Chair	2020-05-28
Gillian Mary Millward		2025-01-29
Karen Poxon		2022-04-20
Wendy Marie Mercer		2025-01-29

Accounts

Company registration number: 08334798

Charity registration number: 1150820

Stoke-on-Trent Foodbank

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2025

Daryl Denson ACMA
The Dudson Centre
Hope Street
Hanley
Stoke-on-Trent
Staffordshire
ST1 5DD

Stoke-on-Trent Foodbank

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Stoke-on-Trent Foodbank

Reference and Administrative Details

Trustees	Lilian Dodd, Chair
	Karen Poxon
	Barry Douglas Lye
	Wendy Marie Mercer
	Gillian Millward
Senior Management / Leadership Team	Corrine Boden MBE, Director of Services
Charity Registration Number	1150820
Company Registration Number	08334798
Registered Office	The charity is incorporated in England and Wales.
	Magdalen Road
	Blurton
	Stoke-on-Trent
	ST3 3HS
Independent Examiner	Daryl Denson ACMA
	The Dudson Centre
	Hope Street
	Hanley
	Stoke-on-Trent
	Staffordshire ST1 5DD

Stoke-on-Trent Foodbank

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2025.

Trustees and officers

The trustees and officers serving during the year and since the year end were as follows:

Trustees:	Lilian Dodd, Chair
	Glenn Parkes, MBE (resigned 31 August 2024)
	Judith Woodall (resigned 31 August 2024)
	Karen Poxon
	Sheila Cowell (resigned 5 December 2024)
	Barry Douglas Lye (appointed 29 January 2025)
	Philippa Simpson (resigned 28 April 2025)
	Wendy Marie Mercer (appointed 29 April 2025)
	Gillian Millward (appointed 9 September 2025)

Senior Management / Leadership Team:	Corrine Boden MBE, Director of Services
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Objectives and activities

Objects and aims

The Charity's objects ("objects") are specifically restricted to the following: the prevention and relief of poverty in Stoke-on-Trent and the surrounding areas by providing food to local people who are in need of emergency supplies and by such other means as the trustees may determine.

Objectives, strategies and activities

During the 2024/25 reporting period, local schools, businesses, faith groups, individuals and over 200 volunteers have continued to support the Stoke-on-Trent Foodbank.

Local people and organisations have donated food and other essential items, enabling the Foodbank to provide over 18,511 three-day emergency food parcels to 11,386 adults and 7,125 children; this is a decrease of -5% owing to the introduction of the three-voucher limit and the increase of available support at the point of crisis. Although we have seen a reduction, it is imperative to note that a high number of first-time referrals remains. Our return ratio of 1.7 remains a statistic to be proud of, as we now understand from DCS data that food bank guests are utilising emergency food as a last resort.

Christmas vouchers: 635 vouchers were issued in December, totalling 1,733, a 17.8% reduction.

The top three reasons for vouchers being issued are as follows:

- Priority Debt
- The rising cost of essentials
- The ongoing physical and mental health condition

This has changed since last year's report; priority debt is now the primary driver of foodbank use.

Stoke-on-Trent Foodbank

Trustees' Report

Public benefit

The Stoke-on-Trent Foodbank operates in line with Trussell Trust guidance for food distribution using a standard picking list. Anyone with a voucher code can present at one of our foodbank distribution centres to receive three days of emergency food. Food is distributed to all individuals experiencing temporary food crises due to poverty, sudden job loss, reduction in hours of work, benefit-related issues, or other household emergencies. Generally individuals can receive up to five vouchers per crisis. However, additional support was provided over Christmas, and guests engaging with Money Matters received ongoing support throughout their crisis.

Stoke-on-Trent Foodbank supports people referred by various frontline agencies operating across the city including Citizens Advice, Stoke on Trent City Council, Biddulph Town Council, Schools and Statutory and Voluntary Sector Organisations.

Guests attending Foodbank sessions continued to receive a warm welcome and additional support through signposting. Signposting ensures that our guests receive the best help to resolve their crises. Access to financial inclusion support, including benefits and debt advice, mental health support, and a wide range of other services provided via locality connectors, is core to our services and helps reduce the need for foodbank guests to make return visits. Stoke-on-Trent Foodbank works with partners to reduce the requirement for foodbank clients to make return visits.

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Use of volunteers

200 active volunteers per week

Stoke-on-Trent Foodbank

Trustees' Report

Achievements and performance

1. Emergency food continued to be distributed via the sixteen food distribution centres across the city, including the two centres in Biddulph. Foodbank operations continued despite the substantial number of people who needed support.

2. This was the year we ceased issuing our own vouchers. Handing the referral process to experienced frontline professionals ensured our guests got the proper support at the right time. E-referral remains a great commodity and continues to be a great success across our network of referral agencies. All referral agencies have completed our e-referral training.

3. Nicola Shaw continues as Pathfinder Lead, developing the evolving Referral Agency network, documenting the Pathfinder journey and liaising with the Trussell Trust to capture learning from across the network. Our Business and Community Liaison, Caroline Wolfe, focuses on improving working relationships with businesses, schools, and communities and continues to excel. As Centre Lead Co-ordinator, Maggie Bradley delivers volunteer inductions and coordinates centre training. These staff members have been invaluable, and their roles are intrinsic to developing our Pathfinder Priority Action Plan and the end of the Pathfinder evaluation.

4. ARC IT Solutions' IT support has been invaluable, and the Foodbank continues to contract them to deliver this service.

5. Our AGM took place last November, during which the annual report and our accounts were shared with all Stoke-on-Trent Foodbank friends, partners, volunteers, and supporters. It was great to meet in person, share stories, and enjoy a much-needed get-together. Thank you to the team at The Bethel for the warm welcome and the excellent buffet.

6. The warehouse has again been the epicentre of enormous activity, with a vast stock turnover.

- Total food donated 2024/25 136448.69 kg, a reduction of -11.8%
- Total food distributed 2024/25 133784.02 kg, a reduction of -8.8%
- However, 28978.01kg of food was purchased at the cost of £53,116, which shows a reduction from the previous year.

The 2024/25 annual stock audit took place, and I am pleased to report that it was highly successful. At that time, 33 tonnes of food were in the warehouse; the audit showed only a -372.85 kg difference, which is a negligible discrepancy. This clearly indicated the efficiency and effectiveness of those running the warehouse. The discrepancy shows a -1.1 % loss, which equates to exactly -372.85kg.

7. Our partnership with Steelite International continued, storing long-dated, non-perishable food at their warehouse in Chesterton. Additionally, DSV visited to see how they could help us and began providing us with six-month warehouse storage. Our thanks go out to the managers at Steelite and DSV for this vital support, which has enabled us to store the increased volume of food needed.

8. Stoke-on-Trent Foodbank is a member of many city-wide groups that oversee, monitor and scrutinise local welfare reforms and hardship issues, including: WWRG - Wider Welfare Reform Group, FIG - Financial Inclusion Group, Stoke-on-Trent Hardship Commission, Local Authority Food Stakeholder Group, Fuel Poverty Action Group, CPAG – Child Poverty Action Group,

NAWRA - National Association of Welfare Rights, Stoke-on-Trent City Forum, VAST- Voluntary Action Stoke-on-Trent, Staffordshire University - Action on Poverty, Raising Voices, Stoke-on-Trent Council Adult Social Care, Health Integration and Wellbeing Overview and Scrutiny Committee.

Foodbank continues working closely with key partners to highlight and address the impact and consequences of poverty and hardship.

Financial review

The financial results are shown on pages 7-23 of this report.

Stoke-on-Trent Foodbank

Trustees' Report

Policy on reserves

Trustees have considered the level of reserve funds they wish to retain, appropriate to the charity's needs. This is based on the charity's size and the level of financial commitments. Trustees will endeavour not to set aside funds unnecessarily and will ensure that we maintain sufficient reserve funds to fulfil staff salaries and general outgoings for a minimum period of 6 calendar months. This is to be reviewed for the 2025/26 reporting period.

At the end of the period the charity had free reserves of £638,323 (2024: £625,207)

Structure, governance and management

Nature of governing document

Memorandum and Articles incorporated 18/12/2012 as amended by special resolution registered at Companies House on 08/02/2013.

Recruitment and appointment of trustees

We offer a fair recruitment process for new Trustees focusing on equality and diversity, we use the guidance that is supplied by the Charity Commission.

The six Trustees play an active role in supporting the charity. All hold a position of responsibility and give their time unconditionally. They support the staff team and the volunteers and ensure that all governance is in place and adhered to.

Organisational structure

Stoke-on-Trent Foodbank follows the Trussell Trust's model of running a foodbank by following its guidelines and governance. Our regional Trussell Trust Area Manager Representative provides ongoing support including; advice for the annual audit, policy advice, fundraising advice and guidance on national issues. We have partnership agreements with all our 16 food distribution centres ensuring consistency and good practice are maintained.

Small companies provision statement

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

The annual report was approved by the trustees of the charity on ..4/11/2025..... and signed on its behalf by:



.....
Lilian Dodd
Trustee

Stoke-on-Trent Foodbank

Independent Examiner's Report to the trustees of Stoke-on-Trent Foodbank ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2025.

Responsibilities and basis of report

As the charity's trustees of the Company (and also 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 Company 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 your charity's accounts as 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 Company'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 , 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 Stoke-on-Trent Foodbank 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.


.....

The Dudson Centre
Hope Street
Hanley
Stoke-on-Trent
Staffordshire
ST1 5DD

04/11/25

Date:.....

Stoke-on-Trent Foodbank

Statement of Financial Activities for the Year Ended 31 March 2025 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2025 £
Income and Endowments from:				
Donations and legacies	3	85,325	293,281	378,606
Investment income	4	18,324	-	18,324
Total income		103,649	293,281	396,930
Expenditure on:				
Charitable activities	5	(90,533)	(300,811)	(391,344)
Total expenditure		(90,533)	(300,811)	(391,344)
Net income/(expenditure)		13,116	(7,530)	5,586
Net movement in funds		13,116	(7,530)	5,586
Reconciliation of funds				
Total funds brought forward		625,207	56,636	681,843
Total funds carried forward	16	638,323	49,106	687,429
	Note	Unrestricted funds £	Restricted funds £	Total 2024 £
Income and Endowments from:				
Donations and legacies	3	109,741	253,369	363,110
Investment income	4	15,871	-	15,871
Total income		125,612	253,369	378,981
Expenditure on:				
Charitable activities	5	(20,207)	(346,298)	(366,505)
Total expenditure		(20,207)	(346,298)	(366,505)
Net income/(expenditure)		105,405	(92,929)	12,476
Net movement in funds		105,405	(92,929)	12,476
Reconciliation of funds				
Total funds brought forward		519,802	149,565	669,367
Total funds carried forward	16	625,207	56,636	681,843

All of the charity's activities derive from continuing operations during the above two periods.
The funds breakdown for 2024 is shown in note 16.

The notes on pages 9 to 23 form an integral part of these financial statements.

Stoke-on-Trent Foodbank
(Registration number: 08334798)
Balance Sheet as at 31 March 2025

	Note	2025 £	2024 £
Fixed assets			
Tangible assets	12	26,102	37,547
Current assets			
Debtors	13	4,092	8,748
Cash at bank and in hand	14	<u>676,571</u>	<u>637,422</u>
		680,663	646,170
Creditors: Amounts falling due within one year	15	<u>(19,336)</u>	<u>(1,874)</u>
Net current assets		<u>661,327</u>	<u>644,296</u>
Net assets		<u><u>687,429</u></u>	<u><u>681,843</u></u>
Funds of the charity:			
Restricted income funds			
Restricted funds		49,106	56,636
Unrestricted income funds			
Unrestricted funds		<u>638,323</u>	<u>625,207</u>
Total funds	16	<u><u>687,429</u></u>	<u><u>681,843</u></u>

For the financial year ending 31 March 2025 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

The financial statements on pages 7 to 23 were approved by the trustees, and authorised for issue on 4/11/2025..... and signed on their behalf by:



Lilian Dodd
Trustee

The notes on pages 9 to 23 form an integral part of these financial statements.

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2025

1 Charity status

The charity is limited by guarantee, incorporated in England and Wales, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

The address of its registered office is:

Magdalen Road
Blurton
Stoke-on-Trent
ST3 3HS

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

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)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Basis of preparation

Stoke-on-Trent 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 notes.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Income and endowments

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 the income receivable can be measured reliably.

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2025

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees meetings and reimbursed expenses.

Government grants

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £500.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class
Fixtures and Fittings
I.T. Equipment

Depreciation method and rate
Straight Line 25%
Straight Line 33.3%

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2025

Motor Vehicles	Straight Line 25%
Land and Buildings	Straight Line 15%

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2025

3 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total 2025 £
Donations and legacies;			
Donations from companies, trusts and similar proceeds	37,056	-	37,056
Donations from individuals	35,467	1,093	36,560
Gift aid reclaimed	3,505	-	3,505
Grants, including capital grants;			
Government grants	500	145,000	145,500
Grants from other charities	8,797	147,188	155,985
	<u>85,325</u>	<u>293,281</u>	<u>378,606</u>
	Unrestricted funds General £	Restricted funds £	Total 2024 £
Donations and legacies;			
Donations from companies, trusts and similar proceeds	30,024	300	30,324
Donations from individuals	68,853	1,540	70,393
Gift aid reclaimed	6,487	-	6,487
Grants, including capital grants;			
Government grants	500	200,000	200,500
Grants from other charities	3,877	48,679	52,556
Grants from companies	-	2,850	2,850
	<u>109,741</u>	<u>253,369</u>	<u>363,110</u>

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2025

4 Investment income

	Unrestricted funds General £	Total 2025 £
Interest receivable and similar income;		
Interest receivable on bank deposits	<u>18,324</u>	<u>18,324</u>
	<u>18,324</u>	<u>18,324</u>
	Unrestricted funds General £	Total 2024 £
Interest receivable and similar income;		
Interest receivable on bank deposits	<u>15,871</u>	<u>15,871</u>
	<u>15,871</u>	<u>15,871</u>

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2025

5 Expenditure on charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2025 £
Advertising & Promotion	173	822	995
Bank Charges	190	90	280
Community Outreach	81	36,271	36,352
Computer and IT	1,513	1,415	2,928
Debt Advice	-	55,916	55,916
Depreciation	7,857	3,588	11,445
Distribution Centre Costs	56	6,354	6,410
Health and Safety	22	14	36
Insurance	-	3,025	3,025
Justgiving Charges	755	216	971
Office Expenses	1,406	2,081	3,487
Payroll Admin	432	522	954
Printing and Postage	150	546	696
Professional Fees	850	3,843	4,693
Repairs and Renewals	270	451	721
Salaries and Wages	66,737	89,456	156,193
Subscriptions	140	314	454
Telephone	419	1,938	2,357
Utilities	419	448	867
Van Expenses	634	3,410	4,044
Volunteer Expenses	2,603	3,588	6,191
Warehouse Costs	2,494	3,490	5,984
Food Top Up & Delivery Bags	-	53,116	53,116
Training	914	-	914
Meetings	383	-	383
Gift Cards	35	25,000	25,035
Rent	-	4,897	4,897
Donation	2,000	-	2,000
	<u>90,533</u>	<u>300,811</u>	<u>391,344</u>

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2025

	Unrestricted funds General £	Restricted funds £	Total 2024 £
Advertising & Promotion	-	5,774	5,774
Bank Charges	-	427	427
Community Outreach	-	1,624	1,624
Computer and IT	-	2,063	2,063
Debt Advice	-	54,819	54,819
Depreciation	13,660	5,838	19,498
Distribution Centre Costs	-	12,806	12,806
Insurance	-	1,671	1,671
Justgiving Charges	20	1,272	1,292
Office Expenses	-	2,052	2,052
Payroll Admin	-	907	907
Staff Travel Expenses	-	892	892
Printing and Postage	-	2,197	2,197
Professional Fees	1,575	2,195	3,770
Repairs and Renewals	451	2,510	2,961
Salaries and Wages	-	139,642	139,642
Subscriptions	-	230	230
Telephone	90	1,847	1,937
Utilities	2,990	1,681	4,671
Van Expenses	-	6,758	6,758
Volunteer Expenses	-	5,195	5,195
Warehouse Costs	-	618	618
Food Top Up & Delivery Bags	-	62,788	62,788
Training	-	1,307	1,307
Gift Cards	-	23,000	23,000
Rent	1,421	5,522	6,943
Event Expenses	-	663	663
	<u>20,207</u>	<u>346,298</u>	<u>366,505</u>

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2025

6 Analysis of governance and support costs

Governance costs

	Unrestricted funds General £	Total 2025 £
Independent examiner fees		
Examination of the financial statements	1,575	1,575
	<u>1,575</u>	<u>1,575</u>
	Unrestricted funds General £	Total 2024 £
Independent examiner fees		
Examination of the financial statements	1,575	1,575
	<u>1,575</u>	<u>1,575</u>

7 Government grants

£145,000 (2024 :£200,000) was received from Stoke on Trent City Council
£500 (2024:£500) was received from SOTCC Ward Budget.

The amount of grants recognised in the financial statements was £145,500 (2024 - £200,500).
There were no unfulfilled conditions at the end of the year,

8 Net incoming/outgoing resources

Net incoming resources for the year include:

	2025 £	2024 £
Other non-audit services	1,575	1,575
Depreciation of fixed assets	<u>11,445</u>	<u>19,498</u>

9 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2025

10 Staff costs

The aggregate payroll costs were as follows:

	2025 £	2024 £
Staff costs during the year were:		
Wages and salaries	148,277	133,652
Social security costs	4,876	3,087
Pension costs	3,237	2,903
	<u>156,390</u>	<u>139,642</u>

The monthly average number of persons (including senior management / leadership team) employed by the charity during the year expressed as full time equivalents was as follows:

	2025 No	2024 No
General Staff	<u>9</u>	<u>10</u>

Contributions to the employee pension schemes for the year totalled £3,237 (2024 - £2,903).

No employee received emoluments of more than £60,000 during the year.

The total employee benefits of the key management personnel of the charity were £35,191 (2024 - £30,466).

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2025

11 Taxation

The charity is a registered charity and is therefore exempt from taxation.

12 Tangible fixed assets

	Land and buildings £	Furniture and equipment £	Motor vehicles £	Computer equipment £	Total £
Cost					
At 1 April 2024	50,388	33,913	40,155	11,817	136,273
At 31 March 2025	50,388	33,913	40,155	11,817	136,273
Depreciation					
At 1 April 2024	16,728	30,026	40,155	11,817	98,726
Charge for the year	7,558	3,887	-	-	11,445
At 31 March 2025	24,286	33,913	40,155	11,817	110,171
Net book value					
At 31 March 2025	26,102	-	-	-	26,102
At 31 March 2024	33,660	3,887	-	-	37,547

Included within the net book value of land and buildings above is £Nil (2024 - £Nil) in respect of freehold land and buildings and £26,102 (2024 - £33,660) in respect of leaseholds.

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2025

13 Debtors

	2025 £	2024 £
Prepayments	197	5,450
Other debtors	3,895	3,298
	<u>4,092</u>	<u>8,748</u>

14 Cash and cash equivalents

	2025 £	2024 £
Cash at bank	676,571	637,422

15 Creditors: amounts falling due within one year

	2025 £	2024 £
Trade creditors	17,761	299
Accruals	1,575	1,575
	<u>19,336</u>	<u>1,874</u>

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2025

16 Funds

	Balance at 1 April 2024 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2025 £
Unrestricted funds					
<i>General</i>					
General Funds	284,207	103,649	(90,533)	-	297,323
<i>Designated</i>					
Designated	341,000	-	-	-	341,000
Total unrestricted funds	<u>625,207</u>	<u>103,649</u>	<u>(90,533)</u>	<u>-</u>	<u>638,323</u>
Restricted funds					
Food	9,858	1,094	(1,076)	(2,482)	7,394
Asda Grant	1	-	-	(1)	-
Tangible Fixed Assets	14,050	-	(3,588)	-	10,462
Trussell Trust-Bid Writer	-	22,500	-	-	22,500
Banners	3	-	-	(3)	-
Van	968	-	-	(968)	-
Household Support Fund 3	6,646	-	(6,646)	-	-
Pathfinder F1 Yr 3	-	52,257	(55,916)	3,659	-
Pathfinder YR4	3,771	49,438	(52,257)	(952)	-
Household Support Fund 4	21,339	-	(21,339)	-	-
HSF5	-	50,000	(48,557)	(1,443)	-
HSF6	-	95,000	(98,281)	3,281	-
Trussell Trust	-	14,242	(13,151)	(1,091)	-
OLM-Trussel Trust	-	8,750	-	-	8,750
Total restricted funds	<u>56,636</u>	<u>293,281</u>	<u>(300,811)</u>	<u>-</u>	<u>49,106</u>
Total funds	<u><u>681,843</u></u>	<u><u>396,930</u></u>	<u><u>(391,344)</u></u>	<u><u>-</u></u>	<u><u>687,429</u></u>

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2025

	Balance at 1 April 2023 £	Incoming resources £	Resources expended £	Balance at 31 March 2024 £
Unrestricted funds				
<i>General</i>				
General Funds	178,802	125,612	(20,207)	284,207
<i>Designated</i>				
Designated	341,000	-	-	341,000
Total unrestricted funds	<u>519,802</u>	<u>125,612</u>	<u>(20,207)</u>	<u>625,207</u>
Restricted				
Food	9,858	1,840	(1,840)	9,858
Asda Grant	1	-	-	1
Tangible Fixed Assets	19,888	-	(5,838)	14,050
Christmas Vouchers	-	2,500	(2,500)	-
Awards 4 All 2022	3,327	-	(3,327)	-
Trussell Trust-Bid Writer	-	211	(211)	-
Banners	3	-	-	3
Van	968	-	-	968
Household Support Fund 3	56,178	-	(49,532)	6,646
Pathfinder F1 Yr 2	4,523	-	(4,523)	-
Pathfinder F1 Yr 3	54,819	-	(54,819)	-
Pathfinder YR4	-	48,468	(44,697)	3,771
Community Meal	-	350	(350)	-
Household Support Fund 4	-	200,000	(178,661)	21,339
Total restricted funds	<u>149,565</u>	<u>253,369</u>	<u>(346,298)</u>	<u>56,636</u>
Total funds	<u><u>669,367</u></u>	<u><u>378,981</u></u>	<u><u>(366,505)</u></u>	<u><u>681,843</u></u>

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2025

The specific purposes for which the funds are to be applied are as follows:

Community Investment Fund

Grant to be used for improvements to the warehouse.

Asda Grant

To be used for staffing costs.

Local Community Funds

Grants to purchase food

Tangible Fixed Assets

Grant to purchase new vans

Awards 4 All

Grant to employ a van driver for a further 12 months.

Pathfinder Project

To fund the Money Matters Project. Received from The Trussel Trust

Stoke on Trent City Council

Household Support Grant

Stoke on Trent City Council

Stronger together winter programme

Trussell Trust

Various grants to help sustain the Foodbank.

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2025

17 Analysis of net assets between funds

	Unrestricted funds General £	Restricted funds £	Total funds at 31 March 2025 £
Tangible fixed assets	15,640	10,462	26,102
Current assets	642,019	38,644	680,663
Current liabilities	(19,336)	-	(19,336)
Total net assets	<u>638,323</u>	<u>49,106</u>	<u>687,429</u>
	Unrestricted funds General £	Restricted funds £	Total funds at 31 March 2024 £
Tangible fixed assets	23,495	14,052	37,547
Current assets	603,586	42,584	646,170
Current liabilities	(1,874)	-	(1,874)
Total net assets	<u>625,207</u>	<u>56,636</u>	<u>681,843</u>

18 Related party transactions

There were no related party transactions in the year.

Stoke on Trent Foodbank 2025

Final Audit Report

2025-11-04

Created:	2025-11-04
By:	VAST Accounts (accounts@vast.org.uk)
Status:	Signed
Transaction ID:	CBJCHBCAABAAYMkelxnc5MTrRqvpsVAJ9nBho4_FOAOB

"Stoke on Trent Foodbank 2025" History

-  Document created by VAST Accounts (accounts@vast.org.uk)
2025-11-04 - 1:05:34 PM GMT- IP address: 195.62.193.126
-  Document emailed to Daryl Denson (daryl.denson@vast.org.uk) for signature
2025-11-04 - 1:05:39 PM GMT
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2025-11-04 - 1:38:52 PM GMT- IP address: 82.31.1.14
-  Document e-signed by Daryl Denson (daryl.denson@vast.org.uk)
Signature Date: 2025-11-04 - 1:40:29 PM GMT - Time Source: server- IP address: 82.31.1.14
-  Agreement completed.
2025-11-04 - 1:40:29 PM GMT

Accounts

Company registration number: 08334798

Charity registration number: 1150820

Stoke-on-Trent Foodbank

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2024

Daryl Denson ACMA
VAST
The Dudson Centre
Stoke on Trent
ST1 5DD

Stoke-on-Trent Foodbank

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Stoke-on-Trent Foodbank

Reference and Administrative Details

Trustees	Lilian Dodd, Chair Karen Poxon Philippa Simpson Sheila Cowell
Senior Management / Leadership Team	Corrine Boden MBE, Director of Services
Charity Registration Number	1150820
Company Registration Number	08334798
Registered Office	The charity is incorporated in England and Wales. Magdalen Road Blurton Stoke-on-Trent ST3 3HS
Accountants	Daryl Denson ACMA VAST The Dudson Centre Stoke on Trent ST1 5DD

Stoke-on-Trent Foodbank

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2024.

Trustees and officers

The trustees and officers serving during the year and since the year end were as follows:

Trustees:	Lilian Dodd, Chair
	Glenn Parkes, MBE (resigned 31 August 2024)
	Karen Poxon
	Philippa Simpson
	Judith Woodall (resigned 31 August 2024)
	Sheila Cowell (appointed 23 March 2024)

Senior Management / Leadership Team:	Corrine Boden MBE, Director of Services
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Objectives and activities

Objects and aims

The Charity's objects ("objects") are specifically restricted to the following: the prevention or relief of poverty in Stoke-on-Trent and the surrounding areas by providing food to local people who are in need of emergency supplies and by such other means as the trustees may determine.

Public benefit

The Stoke-on-Trent Foodbank operates to Trussell Trust guidance for food distribution via a standard picking list. Every person with a voucher code can present at one of our foodbank distribution centres, where they will receive three days of emergency food. Food is distributed out to all individuals experiencing temporary food crises due to poverty, sudden loss of employment, reduction in hours of work, benefit-related issues, or other emergencies within their household. Individuals can receive up to five vouchers per crisis as a general principle. However, the team reviewed the voucher status regularly, and throughout the pandemic and beyond vouchers increased to eight.

The Stoke-on-Trent Foodbank supports people referred by a wide range of frontline agencies operating across the city, including Citizens Advice, schools, Social Care & Health, and statutory and voluntary sector organisations.

Guests attending Foodbank sessions received a warm welcome and additional support through signposting. Signposting ensures that our guests receive the best help to resolve their issues/crises; also the opportunity to access financial inclusion support, benefits and debt advice.

Stoke-on-Trent Foodbank works with partners to reduce the requirement for foodbank clients to make return visits.

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Use of volunteers

200 active volunteers per week

Stoke-on-Trent Foodbank

Trustees' Report

Achievements and performance

Government Health Check: this was undertaken by the Trussell Trust, they can see first-hand the passion and dedication that is shared across trustees, staff and volunteers. Trussell trust quote “the report is a testament to the strength of your foodbank”.

Three day emergency parcels given out in total -19,643, adults 11,997 children 7,646

Total food donated, 154780.34kg 4.65% down from the previous year

Total food distributed 146706.87 kg 19.38% down from the previous year

How much we have purchased over the year 3127.78 kg which is 20.24% of the year in total

Harvest donation was 12,297.86 kg

We have seen an increase in pensioners accessing emergency food parcels

On average of 60.7% of households only had 1 emergency food voucher

We have also seen a rise in single people needing access to emergency food provision

We have seen an increase in first-time referrals (2881 households); however, the number of referrals for individual households has decreased.

Our strategy is working, people are getting the right support at the right time, and the reliance we have seen in previous years has reduced. With this in mind, if we were to expand this strategy, our vision of ending the need for Foodbanks in Stoke-on-Trent is becoming a reality. But we cannot do this alone....

Financial review

The financial results are shown on pages 6 to 23 of this report.

Policy on reserves

Trustees have considered the level of reserve funds they wish to retain, appropriate to the charity's needs. This is based on the charity's size and the level of financial commitments. Trustees will endeavour not to set aside funds unnecessarily and will ensure that we maintain sufficient reserve funds to fulfil staff salaries and general outgoings for a minimum period of 6 calendar months. This is to be reviewed for the 2023/24 reporting period.

At the end of the period the charity had free reserves of £601,712 (2023: £489,847)

Structure, governance and management

Nature of governing document

Memorandum and Articles incorporated 18/12/2012 as amended by special resolution registered at Companies House on 08/02/2013.

Stoke-on-Trent Foodbank

Trustees' Report

Recruitment and appointment of trustees

We offer a fair recruitment process for new Trustees focusing on equality and diversity, we use the guidance that is supplied by the Charity Commission.

The six Trustees play an active role in supporting the charity. All hold a position of responsibility and give their time unconditionally. They support the staff team and the volunteers and ensure that all governance is in place and adhered to.

Organisational structure

Stoke-on-Trent foodbank operates to the Trussell Trusts model of running a foodbank by following their guidelines and governance. The Regional Trussell Trust Area Manager representative provides ongoing support including; advice for the annual audit, policy advice, fundraising advice, national issues guidance etc.

We have partnership agreements with all our 16 food distribution centres ensuring that consistency and good practice is maintained

Small companies provision statement

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

The annual report was approved by the trustees of the charity on 06/11/2024... and signed on its behalf by:



...
Lilian Dodd
Trustee

Stoke-on-Trent Foodbank

Independent Examiner's Report to the trustees of Stoke-on-Trent Foodbank ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2024.

Responsibilities and basis of report

As the charity's trustees of the Company (and also 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 Company 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 your charity's accounts as 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 Company'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 , 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 Stoke-on-Trent Foodbank 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.



VAST
The Dudson Centre
Stoke on Trent
ST1 5DD

Date: 07/11/2024.....

Stoke-on-Trent Foodbank

Statement of Financial Activities for the Year Ended 31 March 2024 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2024 £
Income and Endowments from:				
Donations and legacies	3	109,741	253,369	363,110
Investment income	4	15,871	-	15,871
Total income		125,612	253,369	378,981
Expenditure on:				
Charitable activities	5	(20,207)	(346,298)	(366,505)
Total expenditure		(20,207)	(346,298)	(366,505)
Net income/(expenditure)		105,405	(92,929)	12,476
Net movement in funds		105,405	(92,929)	12,476
Reconciliation of funds				
Total funds brought forward		519,802	149,565	669,367
Total funds carried forward	16	625,207	56,636	681,843
	Note	Unrestricted funds £	Restricted funds £	Total 2023 £
Income and Endowments from:				
Donations and legacies	3	157,265	324,173	481,438
Investment income	4	2,860	-	2,860
Total income		160,125	324,173	484,298
Expenditure on:				
Charitable activities	5	(62,899)	(274,069)	(336,968)
Total expenditure		(62,899)	(274,069)	(336,968)
Net income		97,226	50,104	147,330
Net movement in funds		97,226	50,104	147,330
Reconciliation of funds				
Total funds brought forward		422,576	99,461	522,037
Total funds carried forward	16	519,802	149,565	669,367

All of the charity's activities derive from continuing operations during the above two periods.
The funds breakdown for 2023 is shown in note 16.

The notes on pages 9 to 23 form an integral part of these financial statements.

Stoke-on-Trent Foodbank
(Registration number: 08334798)
Balance Sheet as at 31 March 2024

	Note	2024 £	2023 £
Fixed assets			
Tangible assets	12	37,547	49,845
Current assets			
Debtors	13	8,748	4,418
Cash at bank and in hand	14	<u>637,422</u>	<u>617,576</u>
		646,170	621,994
Creditors: Amounts falling due within one year	15	<u>(1,874)</u>	<u>(2,472)</u>
Net current assets		<u>644,296</u>	<u>619,522</u>
Net assets		<u><u>681,843</u></u>	<u><u>669,367</u></u>
Funds of the charity:			
Restricted income funds			
Restricted funds		56,636	149,565
Unrestricted income funds			
Unrestricted funds		<u>625,207</u>	<u>519,802</u>
Total funds	16	<u><u>681,843</u></u>	<u><u>669,367</u></u>

For the financial year ending 31 March 2024 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

The financial statements on pages 6 to 23 were approved by the trustees, and authorised for issue on 06/11/2024..... and signed on their behalf by:



Lilian Dodd
Trustee

The notes on pages 9 to 23 form an integral part of these financial statements.

Stoke-on-Trent Foodbank

Statement of Cash Flows for the Year Ended 31 March 2024

	Note	2024 £	2023 £
Cash flows from operating activities			
Net cash income		12,476	147,330
Adjustments to cash flows from non-cash items			
Depreciation		19,498	18,418
Investment income	4	<u>(15,871)</u>	<u>(2,860)</u>
		16,103	162,888
Working capital adjustments			
Increase in debtors	13	(4,330)	(381)
(Decrease)/increase in creditors	15	<u>(598)</u>	<u>972</u>
Net cash flows from operating activities		<u>11,175</u>	<u>163,479</u>
Cash flows from investing activities			
Interest receivable and similar income	4	15,871	2,860
Purchase of tangible fixed assets	12	<u>(7,200)</u>	<u>(25,243)</u>
Net cash flows from investing activities		<u>8,671</u>	<u>(22,383)</u>
Net increase in cash and cash equivalents		19,846	141,096
Cash and cash equivalents at 1 April		<u>617,576</u>	<u>476,480</u>
Cash and cash equivalents at 31 March		<u><u>637,422</u></u>	<u><u>617,576</u></u>

All of the cash flows are derived from continuing operations during the above two periods.

The notes on pages 9 to 23 form an integral part of these financial statements.

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2024

1 Charity status

The charity is limited by guarantee, incorporated in England and Wales, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

The address of its registered office is:

Magdalen Road
Blurton
Stoke-on-Trent
ST3 3HS

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

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)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Basis of preparation

Stoke-on-Trent 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 notes.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Income and endowments

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 the income receivable can be measured reliably.

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2024

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees meetings and reimbursed expenses.

Government grants

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £500.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class
Fixtures and Fittings
I.T. Equipment

Depreciation method and rate
Straight Line 25%
Straight Line 33.3%

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2024

Motor Vehicles	Straight Line 25%
Land and Buildings	Straight Line 15%

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Designated funds are unrestricted funds set aside for specific purposes at the discretion of the trustees.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2024

3 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total 2024 £
Donations and legacies;			
Donations from companies, trusts and similar proceeds	30,024	300	30,324
Donations from individuals	68,853	1,540	70,393
Gift aid reclaimed	6,487	-	6,487
Grants, including capital grants;			
Government grants	500	200,000	200,500
Grants from other charities	3,877	48,679	52,556
Grants from companies	-	2,850	2,850
	<u>109,741</u>	<u>253,369</u>	<u>363,110</u>
	Unrestricted funds General £	Restricted funds £	Total 2023 £
Donations and legacies;			
Donations from companies, trusts and similar proceeds	61,774	3,000	64,774
Donations from individuals	76,322	1,585	77,907
Gift aid reclaimed	8,434	-	8,434
Grants, including capital grants;			
Government grants	2,835	209,998	212,833
Grants from other charities	7,900	107,337	115,237
Grants from companies	-	2,253	2,253
	<u>157,265</u>	<u>324,173</u>	<u>481,438</u>

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2024

4 Investment income

	Unrestricted funds General £	Total 2024 £
Interest receivable and similar income;		
Interest receivable on bank deposits	15,871	15,871
	<u>15,871</u>	<u>15,871</u>
	<u>15,871</u>	<u>15,871</u>
	Unrestricted funds General £	Total 2023 £
Interest receivable and similar income;		
Interest receivable on bank deposits	2,860	2,860
	<u>2,860</u>	<u>2,860</u>
	<u>2,860</u>	<u>2,860</u>

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2024

5 Expenditure on charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2024 £
Advertising & Promotion	-	5,774	5,774
Bank Charges	-	427	427
Community Outreach	-	1,624	1,624
Computer and IT	-	2,063	2,063
Debt Advice	-	54,819	54,819
Depreciation	13,660	5,838	19,498
Distribution Centre Costs	-	12,806	12,806
Insurance	-	1,671	1,671
Justgiving Charges	20	1,272	1,292
Office Expenses	-	2,052	2,052
Payroll Admin	-	907	907
Staff Travel Expenses	-	892	892
Printing and Postage	-	2,197	2,197
Professional Fees	1,575	2,195	3,770
Repairs and Renewals	451	2,510	2,961
Salaries and Wages	-	139,642	139,642
Subscriptions	-	230	230
Telephone	90	1,847	1,937
Utilities	2,990	1,681	4,671
Van Expenses	-	6,758	6,758
Volunteer Expenses	-	5,195	5,195
Warehouse Costs	-	618	618
Food Top Up & Delivery Bags	-	62,788	62,788
Training	-	1,307	1,307
Gift Cards	-	23,000	23,000
Rent	1,421	5,522	6,943
Event Expenses	-	663	663
	<u>20,207</u>	<u>346,298</u>	<u>366,505</u>

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2024

	Unrestricted funds General £	Restricted funds £	Total 2023 £
Advertising & Promotion	470	486	956
Bank Charges	43	39	82
Community Outreach	2	1,462	1,464
Computer and IT	847	1,032	1,879
Debt Advice	-	56,940	56,940
Depreciation	12,580	5,838	18,418
Distribution Centre Costs	-	7,567	7,567
Insurance	-	1,395	1,395
Justgiving Charges	652	892	1,544
Office Expenses	227	1,417	1,644
Payroll Admin	300	697	997
Staff Travel Expenses	3	90	93
Printing and Postage	310	2,889	3,199
Professional Fees	691	1,037	1,728
Repairs and Renewals	246	1,301	1,547
Salaries and Wages	32,652	109,290	141,942
Subscriptions	129	203	332
Telephone	475	1,529	2,004
Utilities	1,628	3,708	5,336
Van Expenses	2,103	3,916	6,019
Volunteer Expenses	137	1,510	1,647
Warehouse Costs	110	421	531
Food Top Up & Delivery Bags	2,719	17,566	20,285
Training	-	984	984
Governance	1,575	-	1,575
Evaluation	5,000	-	5,000
Gift Cards	-	51,500	51,500
The Trussell Trust	-	360	360
	<u>62,899</u>	<u>274,069</u>	<u>336,968</u>

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2024

6 Analysis of governance and support costs

Governance costs

	Unrestricted funds General £	Total 2024 £
Independent examiner fees		
Examination of the financial statements	1,575	1,575
	<u>1,575</u>	<u>1,575</u>
	Unrestricted funds General £	Total 2023 £
Independent examiner fees		
Examination of the financial statements	1,575	1,575
	<u>1,575</u>	<u>1,575</u>

7 Government grants

£200,000 (2023 :£200,000) was received from Stoke on Trent City Council
 £nil (2023:£9,998) was received from Awards4All
 £500 (2023:£2,835) was received from SOTCC Ward Budget.

The amount of grants recognised in the financial statements was £200,500 (2023 - £212,833).
 There were no unfulfilled conditions at the end of the year,

8 Net incoming/outgoing resources

Net incoming resources for the year include:

	2024 £	2023 £
Other non-audit services	1,575	1,575
Depreciation of fixed assets	<u>19,498</u>	<u>18,418</u>

9 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2024

10 Staff costs

The aggregate payroll costs were as follows:

	2024 £	2023 £
Staff costs during the year were:		
Wages and salaries	133,652	136,369
Social security costs	3,087	2,734
Pension costs	2,903	2,839
	<u>139,642</u>	<u>141,942</u>

The monthly average number of persons (including senior management / leadership team) employed by the charity during the year expressed as full time equivalents was as follows:

	2024 No	2023 No
General Staff	<u>10</u>	<u>11</u>

Contributions to the employee pension schemes for the year totalled £2,903 (2023 - £2,839).

No employee received emoluments of more than £60,000 during the year.

The total employee benefits of the key management personnel of the charity were £30,466 (2023 - £30,188).

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2024

11 Taxation

The charity is a registered charity and is therefore exempt from taxation.

12 Tangible fixed assets

	Land and buildings £	Furniture and equipment £	Motor vehicles £	Computer equipment £	Total £
Cost					
At 1 April 2023	43,188	33,913	40,155	11,817	129,073
Additions	<u>7,200</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>7,200</u>
At 31 March 2024	<u>50,388</u>	<u>33,913</u>	<u>40,155</u>	<u>11,817</u>	<u>136,273</u>
Depreciation					
At 1 April 2023	9,170	23,652	34,589	11,817	79,228
Charge for the year	<u>7,558</u>	<u>6,374</u>	<u>5,566</u>	<u>-</u>	<u>19,498</u>
At 31 March 2024	<u>16,728</u>	<u>30,026</u>	<u>40,155</u>	<u>11,817</u>	<u>98,726</u>
Net book value					
At 31 March 2024	<u><u>33,660</u></u>	<u><u>3,887</u></u>	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>37,547</u></u>
At 31 March 2023	<u><u>34,018</u></u>	<u><u>10,261</u></u>	<u><u>5,566</u></u>	<u><u>-</u></u>	<u><u>49,845</u></u>

Included within the net book value of land and buildings above is £Nil (2023 - £Nil) in respect of freehold land and buildings and £33,660 (2023 - £34,018) in respect of leaseholds.

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2024

13 Debtors

	2024 £	2023 £
Prepayments	5,450	-
Other debtors	3,298	4,418
	<u>8,748</u>	<u>4,418</u>

14 Cash and cash equivalents

	2024 £	2023 £
Cash at bank	<u>637,422</u>	<u>617,576</u>

15 Creditors: amounts falling due within one year

	2024 £	2023 £
Trade creditors	299	-
Other taxation and social security	-	897
Accruals	1,575	1,575
	<u>1,874</u>	<u>2,472</u>

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2024

16 Funds

	Balance at 1 April 2023 £	Incoming resources £	Resources expended £	Balance at 31 March 2024 £
Unrestricted funds				
<i>General</i>				
General Funds	178,802	125,612	(20,207)	284,207
<i>Designated</i>				
Designated	341,000	-	-	341,000
Total unrestricted funds	<u>519,802</u>	<u>125,612</u>	<u>(20,207)</u>	<u>625,207</u>
Restricted funds				
Food	9,858	1,840	(1,840)	9,858
Asda Grant	1	-	-	1
Tangible Fixed Assets	19,888	-	(5,838)	14,050
Christmas Vouchers	-	2,500	(2,500)	-
Awards 4 All 2022	3,327	-	(3,327)	-
Trussell Trust	-	211	(211)	-
Banners	3	-	-	3
Van	968	-	-	968
Household Support Fund 3	56,178	-	(49,532)	6,646
Pathfinder F1 Yr 2	4,523	-	(4,523)	-
Pathfinder F1 Yr 3	54,819	-	(54,819)	-
Pathfinder YR4	-	48,468	(44,697)	3,771
Community Meal	-	350	(350)	-
Household Support Fund 4	-	200,000	(178,661)	21,339
Total restricted funds	<u>149,565</u>	<u>253,369</u>	<u>(346,298)</u>	<u>56,636</u>
Total funds	<u><u>669,367</u></u>	<u><u>378,981</u></u>	<u><u>(366,505)</u></u>	<u><u>681,843</u></u>

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2024

	Balance at 1 April 2022 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2023 £
Unrestricted funds					
<i>General</i>					
General Funds	81,576	160,125	(62,899)	-	178,802
<i>Designated</i>					
Designated	341,000	-	-	-	341,000
Total unrestricted funds	<u>422,576</u>	<u>160,125</u>	<u>(62,899)</u>	<u>-</u>	<u>519,802</u>
Restricted					
Food	8,940	6,545	(5,627)	-	9,858
Community Investment Fund 2	5,975	-	(896)	(5,079)	-
Asda Grant	3,526	-	(3,525)	-	1
Local Community Fund	-	411	(411)	-	-
Tangible Fixed Assets	19,751	-	(4,942)	5,079	19,888
Awards 4 All 2022	-	9,998	(6,671)	-	3,327
Awards 4 All 2021	4,260	-	(4,260)	-	-
Banners	70	-	(67)	-	3
Pathfinder F1 Yr 1	56,939	-	(56,939)	-	-
Van	-	3,040	(2,072)	-	968
Coop 2022	-	1,842	(1,842)	-	-
Household Support Fund 2	-	50,000	(50,000)	-	-
Household Support Fund 3	-	150,000	(93,822)	-	56,178
Pathfinder F1 Yr 2	-	47,518	(42,995)	-	4,523
Pathfinder F1 Yr 3	-	54,819	-	-	54,819
Total restricted funds	<u>99,461</u>	<u>324,173</u>	<u>(274,069)</u>	<u>-</u>	<u>149,565</u>
Total funds	<u>522,037</u>	<u>484,298</u>	<u>(336,968)</u>	<u>-</u>	<u>669,367</u>

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2024

The specific purposes for which the funds are to be applied are as follows:

Community Investment Fund

Grant to be used for improvements to the warehouse.

Asda Grant

To be used for staffing costs.

Local Community Funds

Grants to purchase food

Tangible Fixed Assets

Grant to purchase new vans

Awards 4 All

Grant to employ a van driver for a further 12 months.

Pathfinder Project

To fund the Money Matters Project. Received from The Trussel Trust

Stoke on Trent City Council

Household Support Grant

Stoke on Trent City Council

Stronger together winter programme

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2024

17 Analysis of net assets between funds

	Unrestricted funds General £	Restricted funds £	Total funds at 31 March 2024 £
Tangible fixed assets	23,495	14,052	37,547
Current assets	603,586	42,584	646,170
Current liabilities	(1,874)	-	(1,874)
Total net assets	<u>625,207</u>	<u>56,636</u>	<u>681,843</u>
	Unrestricted funds General £	Restricted funds £	Total funds at 31 March 2023 £
Tangible fixed assets	29,955	19,890	49,845
Current assets	492,319	129,675	621,994
Current liabilities	(2,472)	-	(2,472)
Total net assets	<u>519,802</u>	<u>149,565</u>	<u>669,367</u>

18 Related party transactions

There were no related party transactions in the year.

Accounts

Company registration number: 08334798

Charity registration number: 1150820

Stoke-on-Trent Foodbank

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2023

Daryl Denson ACMA
VAST
The Dudson Centre
Stoke-on-Trent
ST1 5DD

Stoke-on-Trent Foodbank

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Stoke-on-Trent Foodbank

Reference and Administrative Details

Trustees	Lilian Dodd, Chair (from 6th Feb 2023) Glenn Parkes MBE Karen Poxon Rev Judith Woodall Philippa Simpson Sheila Cowell
Senior Management / Leadership Team	Corrine Boden MBE, Director of Services
Charity Registration Number	1150820
Company Registration Number	08334798
Registered Office	The charity is incorporated in England and Wales. Magdalen Road Blurton Stoke-on-Trent ST3 3HS
Independent Examiner	Daryl Denson ACMA VAST The Dudson Centre Stoke-on-Trent ST1 5DD

Stoke-on-Trent Foodbank

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2023.

Trustees and officers

The trustees and officers serving during the year and since the year end were as follows:

Trustees:	Keith Stubbs, Chair (resigned 4 November 2022)
	Lilian Dodd, Chair (from 6th Feb 2023)
	Andrew Godfrey (resigned 31 March 2023)
	Susan Simcoe (resigned 4 November 2022)
	Glenn Parkes MBE (appointed 20 April 2022)
	Karen Poxon (appointed 20 April 2022)
	Rev Judith Woodall (appointed 20 April 2022)
	Philippa Simpson (appointed 20 April 2022)
	Corrine Boden MBE (appointed 4 November 2022 and resigned 30 August 2023)
	Sheila Cowell (appointed 23 March 2023)

Senior Management / Leadership Team:	Corrine Boden MBE, Director of Services
--------------------------------------	---

Objectives and activities

Objects and aims

The Charity's objects ("objects") are specifically restricted to the following: the prevention or relief of poverty in Stoke-on-Trent and the surrounding areas by providing food to local people who are in need of emergency supplies and by such other means as the trustees may determine.

Public benefit

The Stoke-on-Trent Foodbank operates to Trussell Trust guidance for food distribution via a standard picking list. Every person with a voucher code can present at one of our foodbankdistribution centres, where they will receive three days of emergency food. Food is distributed out to all individuals experiencing temporary food crises due to poverty, sudden loss of employment, reduction in hours of work, benefit-related issues, or other emergencies within their household. Individuals can receive up to five vouchers per crisis as a general principle. However, the team reviewed the voucher status regularly, and throughout the pandemic and beyond vouchers increased to eight.

The Stoke-on-Trent Foodbank supports people referred by a wide range of frontline agencies operating across the city, including Citizens Advice, schools, Social Care & Health, and statutory and voluntary sector organisations.

Guests attending Foodbank sessions received a warm welcome and additional support through signposting. Signposting ensures that our guests receive the best help to resolve their issues/crises; also the opportunity to access financial inclusion support, benefits and debt advice.

Stoke-on-Trent Foodbank works with partners to reduce the requirement for foodbank clients to make return visits.

Stoke-on-Trent Foodbank

Trustees' Report

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Achievements and performance

During the year:

Three day emergency parcels given out to- 24,173, adults 14,556 children 9,617

Low income families 5040 which is 52%

Other 1166 which is 12%

Benefits delay 871 which is 9%

Benefits change 527 which is 5%

Total food donated, 162,332.60 kg 32% up from previous year

Total food distributed 136,915.44 kg 40% up from previous year

Food purchased over the year 14,927.77 kg which is 9.2% of the year total.

The Harvest donation was 12,685.43 kg

Financial review

The financial results are shown on pages 5 to 22 of this report.

Policy on reserves

Trustees have considered the level of reserve funds they wish to retain, appropriate to the charity's needs. This is based on the charity's size and the level of financial commitments. Trustees will endeavour not to set aside funds unnecessarily and will ensure that we maintain sufficient reserve funds to fulfil staff salaries and general outgoings for a minimum period of 6 calendar months. This is to be reviewed for the 2022/23 reporting period.

At the end of the period the charity had free reserves of £469,957 (2022: £379,556)

Structure, governance and management

Nature of governing document

Memorandum and Articles incorporated 18/12/2012 as amended by special resolution registered at Companies House on 08/02/2013.

Recruitment and appointment of trustees

We offer a fair recruitment process for new Trustees focusing on equality and diversity, we use the guidance that is supplied by the Charity Commission.

Organisational structure

Stoke-on-Trent foodbank operates to the Trussell Trusts model of running a foodbank by following their guidelines and governance. The Regional Trussell Trust Area Manager representative provides ongoing support including: advice for the annual audit, policy advice, fundraising advice, national issues guidance etc.

We have partnership agreements with all our 16 food distribution centres ensuring that consistency and good practice is maintained

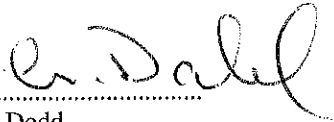
Stoke-on-Trent Foodbank

Trustees' Report

Small companies provision statement

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

The annual report was approved by the trustees of the charity on and signed on its behalf by:

.....  8/11/23
Lilian Dodd
Trustee

Stoke-on-Trent Foodbank

Independent Examiner's Report to the trustees of Stoke-on-Trent Foodbank ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2023.

Responsibilities and basis of report

As the charity's trustees of the Company (and also 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 Company 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 your charity's accounts as 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 Company'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, 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 Stoke-on-Trent Foodbank 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.



.....
Daryl Denson ACMA

VAST
The Dudson Centre
Stoke-on-Trent
ST1 5DD

Date:.....14/11/2023.....

Stoke-on-Trent Foodbank

Statement of Financial Activities for the Year Ended 31 March 2023 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2023 £
Income and Endowments from:				
Donations and legacies	3	157,265	324,173	481,438
Investment income	4	2,860	-	2,860
Total income		<u>160,125</u>	<u>324,173</u>	<u>484,298</u>
Expenditure on:				
Charitable activities	5	<u>(62,899)</u>	<u>(274,069)</u>	<u>(336,968)</u>
Total expenditure		<u>(62,899)</u>	<u>(274,069)</u>	<u>(336,968)</u>
Net income		<u>97,226</u>	<u>50,104</u>	<u>147,330</u>
Net movement in funds		97,226	50,104	147,330
Reconciliation of funds				
Total funds brought forward		<u>422,576</u>	<u>99,461</u>	<u>522,037</u>
Total funds carried forward	16	<u>519,802</u>	<u>149,565</u>	<u>669,367</u>
	Note	Unrestricted funds £	Restricted funds £	Total 2022 £
Income and Endowments from:				
Donations and legacies	3	142,630	141,570	284,200
Investment income	4	228	-	228
Total income		<u>142,858</u>	<u>141,570</u>	<u>284,428</u>
Expenditure on:				
Charitable activities	5	<u>(83,102)</u>	<u>(103,939)</u>	<u>(187,041)</u>
Total expenditure		<u>(83,102)</u>	<u>(103,939)</u>	<u>(187,041)</u>
Net income		<u>59,756</u>	<u>37,631</u>	<u>97,387</u>
Net movement in funds		59,756	37,631	97,387
Reconciliation of funds				
Total funds brought forward		<u>362,820</u>	<u>61,830</u>	<u>424,650</u>
Total funds carried forward	16	<u>422,576</u>	<u>99,461</u>	<u>522,037</u>

All of the charity's activities derive from continuing operations during the above two periods.
The funds breakdown for 2022 is shown in note 16.

Stoke-on-Trent Foodbank
(Registration number: 08334798)
Balance Sheet as at 31 March 2023

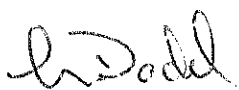
	Note	2023 £	2022 £
Fixed assets			
Tangible assets	12	49,845	43,020
Current assets			
Debtors	13	4,418	4,037
Cash at bank and in hand	14	<u>617,576</u>	<u>476,480</u>
		621,994	480,517
Creditors: Amounts falling due within one year	15	<u>(2,472)</u>	<u>(1,500)</u>
Net current assets		<u>619,522</u>	<u>479,017</u>
Net assets		<u>669,367</u>	<u>522,037</u>
Funds of the charity:			
Restricted income funds			
Restricted funds		149,565	99,461
Unrestricted income funds			
Unrestricted funds		<u>519,802</u>	<u>422,576</u>
Total funds	16	<u>669,367</u>	<u>522,037</u>

For the financial year ending 31 March 2023 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

The financial statements on pages 6 to 24 were approved by the trustees, and authorised for issue on and signed on their behalf by:

 8/11/23

 Lilian Dodd
 Trustee

The notes on pages 9 to 24 form an integral part of these financial statements.

Stoke-on-Trent Foodbank

Statement of Cash Flows for the Year Ended 31 March 2023

	Note	2023 £	2022 £
Cash flows from operating activities			
Net cash income		147,330	97,387
Adjustments to cash flows from non-cash items			
Depreciation		18,418	20,100
Investment income	4	<u>(2,860)</u>	<u>(228)</u>
		162,888	117,259
Working capital adjustments			
(Increase)/decrease in debtors	13	(381)	8,025
Increase/(decrease) in creditors	15	<u>972</u>	<u>(12,240)</u>
Net cash flows from operating activities		<u>163,479</u>	<u>113,044</u>
Cash flows from investing activities			
Interest receivable and similar income	4	2,860	228
Purchase of tangible fixed assets	12	<u>(25,243)</u>	<u>(33,493)</u>
Net cash flows from investing activities		<u>(22,383)</u>	<u>(33,265)</u>
Net increase in cash and cash equivalents		141,096	79,779
Cash and cash equivalents at 1 April		<u>476,480</u>	<u>396,701</u>
Cash and cash equivalents at 31 March		<u>617,576</u>	<u>476,480</u>

All of the cash flows are derived from continuing operations during the above two periods.

The notes on pages 9 to 24 form an integral part of these financial statements.

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2023

1 Charity status

The charity is limited by guarantee, incorporated in England and Wales, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

The address of its registered office is:

Magdalen Road
Blurton
Stoke-on-Trent
ST3 3HS

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

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)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Basis of preparation

Stoke-on-Trent 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 notes.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Income and endowments

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 the income receivable can be measured reliably.

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2023

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees meetings and reimbursed expenses.

Government grants

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £500.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Fixtures and Fittings	Straight Line 25%
I.T. Equipment	Straight Line 33.3%

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2023

Motor Vehicles	Straight Line 25%
Land and Buildings	Straight Line 15%

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Designated funds are unrestricted funds set aside for specific purposes at the discretion of the trustees.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2023

3 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total 2023 £
Donations and legacies;			
Donations from companies, trusts and similar proceeds	61,774	3,000	64,774
Donations from individuals	76,322	1,585	77,907
Gift aid reclaimed	8,434	-	8,434
Grants, including capital grants;			
Government grants	2,835	209,998	212,833
Grants from other charities	7,900	107,337	115,237
Grants from companies	-	2,253	2,253
	<u>157,265</u>	<u>324,173</u>	<u>481,438</u>
	Unrestricted funds General £	Restricted funds £	Total 2022 £
Donations and legacies;			
Donations from companies, trusts and similar proceeds	58,973	500	59,473
Donations from individuals	63,576	2,460	66,036
Gift aid reclaimed	7,895	-	7,895
Grants, including capital grants;			
Government grants	-	59,566	59,566
Grants from other charities	7,062	56,939	64,001
Grants from companies	5,124	22,105	27,229
	<u>142,630</u>	<u>141,570</u>	<u>284,200</u>

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2023

4 Investment income

	Unrestricted funds General £	Total 2023 £
Interest receivable and similar income;		
Interest receivable on bank deposits	2,860	2,860
	<u>2,860</u>	<u>2,860</u>
	Unrestricted funds General £	Total 2022 £
Interest receivable and similar income;		
Interest receivable on bank deposits	228	228
	<u>228</u>	<u>228</u>

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2023

5 Expenditure on charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2023 £
Advertising & Promotion	470	486	956
Bank Charges	43	39	82
Community Outreach	2	1,462	1,464
Computer and IT	847	1,032	1,879
Debt Advice	-	56,940	56,940
Depreciation	12,580	5,838	18,418
Distribution Centre Costs	-	7,567	7,567
Insurance	-	1,395	1,395
Justgiving Charges	652	892	1,544
Office Expenses	227	1,417	1,644
Payroll Admin	300	697	997
Staff Travel Expenses	3	90	93
Printing and Postage	310	2,889	3,199
Professional Fees	691	1,037	1,728
Repairs and Renewals	246	1,301	1,547
Salaries and Wages	32,652	109,290	141,942
Subscriptions	129	203	332
Telephone	475	1,529	2,004
Utilities	1,628	3,708	5,336
Van Expenses	2,103	3,916	6,019
Volunteer Expenses	137	1,510	1,647
Warehouse Costs	110	421	531
Food Top Up & Delivery Bags	2,719	17,566	20,285
Training	-	984	984
Governance	1,575	-	1,575
Evaluation	5,000	-	5,000
Gift Cards	-	51,500	51,500
The Trussell Trust	-	360	360
	<u>62,899</u>	<u>274,069</u>	<u>336,968</u>

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2023

	Unrestricted funds General £	Restricted funds £	Total 2022 £
Advertising & Promotion	200	868	1,068
Bank Charges	76	-	76
Community Outreach	-	11,242	11,242
Computer and IT	1,253	754	2,007
Depreciation	9,690	10,410	20,100
Distribution Centre Costs	1,000	-	1,000
Health and Safety	15	-	15
Insurance	1,464	-	1,464
Justgiving Charges	1,594	-	1,594
Office Expenses	1,532	332	1,864
Payroll Admin	966	-	966
Staff Travel Expenses	-	41	41
Printing and Postage	1,263	578	1,841
Professional Fees	1,500	-	1,500
Repairs and Renewals	1,945	1,206	3,151
Salaries and Wages	55,618	71,245	126,863
Subscriptions	322	-	322
Telephone	1,250	660	1,910
Utilities	-	979	979
Van Expenses	2,636	2,300	4,936
Volunteer Expenses	-	1,690	1,690
Warehouse Costs	280	137	417
Food Top Up & Delivery Bags	-	1,497	1,497
Training	66	-	66
Governance	110	-	110
Events	222	-	222
Meetings	100	-	100
	<u>83,102</u>	<u>103,939</u>	<u>187,041</u>

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2023

6 Analysis of governance and support costs

Governance costs

	Unrestricted funds General £	Total 2023 £
Independent examiner fees		
Examination of the financial statements	1,575	1,575
	<u>1,575</u>	<u>1,575</u>
	Unrestricted funds General £	Total 2022 £
Independent examiner fees		
Examination of the financial statements	1,500	1,500
Other governance costs	110	110
	<u>1,610</u>	<u>1,610</u>

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2023

7 Government grants

£200,000 (2022 :£40,000) was received from Stoke on Trent City Council
£nil (2022:£9,568) was received from the National Lottery.
£9,998 (2022:£9,998) was received from Awards4All
£2,835 (2022:£nil) was received from SOTCC Ward Budget.

The amount of grants recognised in the financial statements was £212,833 (2022 - £59,566).
There were no unfulfilled conditions at the end of the year,

8 Net incoming/outgoing resources

Net incoming resources for the year include:

	2023 £	2022 £
Other non-audit services	1,575	1,500
Depreciation of fixed assets	<u>18,418</u>	<u>20,100</u>

9 Trustees remuneration and expenses

During the year the charity made the following transactions with trustees:

Susan Simcoe

£Nil (2022: £53) of expenses were reimbursed to Susan Simcoe during the year.

Corrine Boden MBE

Corrine Boden MBE received remuneration of £12,694 (2022: £Nil) during the year.

Miss Boden was appointed a director in November 2022 while new trustees were recruited. Miss Boden resigned as a director in August 2023. The remuneration was paid in respect of her duties as Director of Services and not for her duties as a director of the Charity.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2023

10 Staff costs

The aggregate payroll costs were as follows:

	2023 £	2022 £
Staff costs during the year were:		
Wages and salaries	136,369	121,843
Social security costs	2,734	2,387
Pension costs	2,839	2,633
	<u>141,942</u>	<u>126,863</u>

The monthly average number of persons (including senior management / leadership team) employed by the charity during the year expressed as full time equivalents was as follows:

	2023 No	2022 No
General Staff	<u>11</u>	<u>10</u>

Contributions to the employee pension schemes for the year totalled £2,839 (2022 - £2,633).

No employee received emoluments of more than £60,000 during the year.

The total employee benefits of the key management personnel of the charity were £30,188 (2022 - £29,077).

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2023

11 Taxation

The charity is a registered charity and is therefore exempt from taxation.

12 Tangible fixed assets

	Land and buildings £	Furniture and equipment £	Motor vehicles £	Computer equipment £	Total £
Cost					
At 1 April 2022	17,945	33,913	40,155	11,817	103,830
Additions	<u>25,243</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>25,243</u>
At 31 March 2023	<u>43,188</u>	<u>33,913</u>	<u>40,155</u>	<u>11,817</u>	<u>129,073</u>
Depreciation					
At 1 April 2022	2,692	17,278	29,023	11,817	60,810
Charge for the year	<u>6,478</u>	<u>6,374</u>	<u>5,566</u>	<u>-</u>	<u>18,418</u>
At 31 March 2023	<u>9,170</u>	<u>23,652</u>	<u>34,589</u>	<u>11,817</u>	<u>79,228</u>
Net book value					
At 31 March 2023	<u>34,018</u>	<u>10,261</u>	<u>5,566</u>	<u>-</u>	<u>49,845</u>
At 31 March 2022	<u>15,253</u>	<u>16,635</u>	<u>11,132</u>	<u>-</u>	<u>43,020</u>

Included within the net book value of land and buildings above is £Nil (2022 - £Nil) in respect of freehold land and buildings and £34,018 (2022 - £15,253) in respect of leaseholds.

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2023

13 Debtors

	2023 £	2022 £
Prepayments	-	237
Other debtors	4,418	3,800
	<u>4,418</u>	<u>4,037</u>

14 Cash and cash equivalents

	2023 £	2022 £
Cash at bank	617,576	476,480

15 Creditors: amounts falling due within one year

	2023 £	2022 £
Other taxation and social security	897	-
Accruals	1,575	1,500
	<u>2,472</u>	<u>1,500</u>

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2023

16 Funds

	Balance at 1 April 2022 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2023 £
Unrestricted funds					
<i>General</i>					
General Funds	81,576	160,125	(62,899)	-	178,802
<i>Designated</i>					
Designated	341,000	-	-	-	341,000
Total unrestricted funds	<u>422,576</u>	<u>160,125</u>	<u>(62,899)</u>	<u>-</u>	<u>519,802</u>
Restricted funds					
Food	8,940	6,545	(5,627)	-	9,858
Community Investment Fund 2	5,975	-	(896)	(5,079)	-
Asda Grant	3,526	-	(3,525)	-	1
Local Community Fund	-	411	(411)	-	-
Tangible Fixed Assets	19,751	-	(4,942)	5,079	19,888
Awards 4 All 2022	-	9,998	(6,671)	-	3,327
Awards 4 All 2021	4,260	-	(4,260)	-	-
Banners	70	-	(67)	-	3
Pathfinder F1 Yr 1	56,939	-	(56,939)	-	-
Van	-	3,040	(2,072)	-	968
Coop 2022	-	1,842	(1,842)	-	-
SOT CC Household Support Fund	-	50,000	(50,000)	-	-
SOT CC Stronger together winter programme	-	150,000	(93,822)	-	56,178
Pathfinder F1 Yr 2	-	47,518	(42,995)	-	4,523
Pathfinder F1 Yr 3	-	54,819	-	-	54,819
Total restricted funds	<u>99,461</u>	<u>324,173</u>	<u>(274,069)</u>	<u>-</u>	<u>149,565</u>
Total funds	<u>522,037</u>	<u>484,298</u>	<u>(336,968)</u>	<u>-</u>	<u>669,367</u>

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2023

	Balance at 1 April 2021 £	Incoming resources £	Resources expended £	Balance at 31 March 2022 £
Unrestricted funds				
<i>General</i>				
General Funds	21,820	142,858	(83,102)	81,576
<i>Designated</i>				
Designated	341,000	-	-	341,000
Total unrestricted funds	<u>362,820</u>	<u>142,858</u>	<u>(83,102)</u>	<u>422,576</u>
Restricted				
Food	6,965	2,420	(445)	8,940
Community Investment Fund 2	25,000	-	(19,025)	5,975
Asda Grant	3,078	20,826	(20,378)	3,526
Awards 4 All 2020	2,131	-	(2,131)	-
Albert Gubay	529	-	(529)	-
Lottery Covid	152	-	(152)	-
Trusthouse Grant	9,793	-	(9,793)	-
Local Community Fund	776	1,279	(2,055)	-
Community Foundation Covid-19	1,189	-	(1,189)	-
Tangible Fixed Assets	12,217	17,945	(10,411)	19,751
Awards 4 All 2021	-	9,998	(5,738)	4,260
Banners	-	500	(430)	70
Coalfields	-	9,568	(9,568)	-
SOT CC- DWP	-	40,000	(40,000)	-
Pathfinder Fl Yr 1	-	56,939	-	56,939
Van	-	40	(40)	-
Total restricted funds	<u>61,830</u>	<u>159,515</u>	<u>(121,884)</u>	<u>99,461</u>
Total funds	<u>424,650</u>	<u>302,373</u>	<u>(204,986)</u>	<u>522,037</u>

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2023

The specific purposes for which the funds are to be applied are as follows:

Community Investment Fund
Grant to be used for improvements to the warehouse.

Asda Grant
To be used for staffing costs.

Awards 4 All
Grant to employ a van driver for a further 12 months.

Albert Gubay
Grant towards general running costs

National Lottery
Grant towards the new portacabin

Trusthouse Grant
Grant towards staffing costs

Local Community Funds
Grants to purchase food

Community Foundation
Grant to employ a driver and towards volunteer expenses

Tangible Fixed Assets
Grant to purchase new vans

Coalfields.
Grant to fund part-time referral liaison and e-referral signposting co-ordinator.

Stoke on Trent City Council
Received to buy food and towards heating costs for service users.

Pathfinder Project
To fund the Money Matters Project. Received from The Trussel Trust

Stoke on Trent City Council
Household Support Grant

Stoke on Trent City Council
Stronger together winter programme

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2023

17 Analysis of net assets between funds

	Unrestricted funds General £	Restricted funds £	Total funds at 31 March 2023 £
Tangible fixed assets	29,955	19,890	49,845
Current assets	492,319	129,675	621,994
Current liabilities	(2,472)	-	(2,472)
Total net assets	<u>519,802</u>	<u>149,565</u>	<u>669,367</u>
	Unrestricted funds General £	Restricted funds £	Total funds at 31 March 2022 £
Tangible fixed assets	23,267	19,753	43,020
Current assets	400,809	79,708	480,517
Current liabilities	(1,500)	-	(1,500)
Total net assets	<u>422,576</u>	<u>99,461</u>	<u>522,037</u>

18 Related party transactions

There were no related party transactions in the year.

STOKE-ON-TRENT FOODBANK

England & Wales - Charity number 1150820

Accounts

STOKE-ON-TRENT FOODBANK ANNUAL REPORT

1ST APRIL 2021 TO 31ST MARCH 2022

Stoke-on-Trent Foodbank**Registered address:**

Magdalen Road, Blurton, Stoke-on-Trent, ST3 3HS

Charity Registration Number:

1150820

Company Number:

8334798

Trustees of Stoke-on-Trent Foodbank for the year 01.04.2021 – 31.03.2022

- Mr Keith Stubbs (Chair)
- Mrs Lilian Dodd
- Mr Andy Godfrey
- Mrs Susan Simcoe (Secretary)

Structure, Governance and Management

- Stoke-on-Trent Foodbank Hierarchy Structure, see Appendix A.
- Stoke-on-Trent Foodbank Memorandum and Articles of Association are present on the Companies House website www.gov.uk/government/organisations/companies-house
- Trustees aim to meet every two months or, as and when required.
This model enables Trustees to provide a robust system of management and governance, where applicable meetings have taken place online and then face to face to ensure strategic business and decision-making continue as normal.
- Stoke-on-Trent Foodbank operates to the Trussell Trust model of running a foodbank by following their guidelines and governance. Our Regional Trussell Trust Area Manager Representative provides ongoing support, including; advice for the annual audit, policy advice, fundraising advice, national issues guidance etc.
- We have partnership agreements with all of our 16 food distribution centres, ensuring consistency and good practice are maintained.
- Stoke-on-Trent Foodbank is a Registered Charity and a Company Limited by Guarantee and registered with both Companies House and the Charity Commission.
Annual Accounts and an Annual Report are submitted annually to comply with their guidelines.
- The Statement of Accounts for 2021-22 are attached - see Appendix B.
- Trustees have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission.
- The Operations Manager undertakes operational management for the Stoke-on-Trent Foodbank.
- The Independent Examiner of the Financial Statements of Stoke-on-Trent Foodbank is Daryl Denson ACMA, Vast, The Dudson Centre, Stoke-on-Trent, ST1 5DD
- Trustees identify all risks to which the charity is exposed, and the Operations Manager reviews them regularly. Policies and procedures are in place to manage risks to an acceptable standard. These include; Public and Employment Liability Insurance, Risk Assessments, Financial Conduct, GDPR, Safeguarding, Health & Safety, HR Compliance, and Codes of Practice. All governance is to the standard set out by the Charities Commission and underpinned by the Trussell Trust, which completes our annual Quality Audit.
- Trustees aim to ensure that the charity can continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure.
All financial matters get reviewed at every Trustee meeting against the backdrop of income and forward commitments.

- Income is primarily in the form of; individual donations, corporate donations, funding applications and, under normal circumstances - fundraising events.
- Trustees have considered the reserve funds they wish to retain appropriate to the charity's needs, based on its size and financial commitments. Trustees will endeavour not to set aside funds unnecessarily. We will ensure that we maintain sufficient reserve funds for staff salaries and general outgoings for six calendar months. Reserve funds are to be reviewed at Trustee meetings to ensure due diligence.

Aim

The Objects of Stoke-on-Trent Foodbank are recorded in our Memorandum and Articles as follows;

'the prevention and relief of poverty in Stoke-on-Trent and the surrounding area, by providing food to local people who are in need of emergency supplies, and by such other means as the Trustees may determine.

The Stoke-on-Trent Foodbank operates to Trussell Trust guidance for food distribution via a standard picking list. Every person with a voucher code can present at one of our foodbank distribution centres, where they will receive three days of emergency food. Food is distributed out to all individuals experiencing temporary food crises due to poverty, sudden loss of employment, reduction in hours of work, benefit-related issues, or other emergencies within their household. Individuals can receive up to three vouchers per crisis as a general principle. However, the team reviewed the voucher status regularly, and throughout the pandemic and beyond vouchers increased to eight. The Stoke-on-Trent Foodbank supports people referred by a wide range of frontline agencies operating across the city, including Citizens Advice, schools, Social Care & Health, and statutory and voluntary sector organisations.

Guests attending Foodbank sessions received a warm welcome and additional support through signposting. Signposting ensures that our guests receive the best help to resolve their issues/crises; also the opportunity to access financial inclusion support, benefits and debt advice. However, the Operations Manager altered our operating model during this reporting period to comply with Covid 19 Government social distancing regulations. Stoke-on-Trent Foodbank works with partners to reduce the requirement for foodbank clients to make return visits.

Words of introduction from Keith Stubbs Chair of Foodbank Trustees

Hello Friends of Stoke-on-Trent Foodbank

This is my final AGM and delivery of the Annual Report as Chair of Trustees.

After 7 years serving as a Foodbank Trustee, 6 of which in the position as Chair, now is the right time I believe to stand down so that the Board together with their new Chair can continue to oversee the vital work of the Foodbank that is so very much needed across the city.

Every annual report that I have personally delivered since taking over as Chair in 2017 has unfortunately shown a trend moving in the wrong direction. During the whole of the calendar year for 2017, a total number of 9,137 individuals received an emergency food parcel, as of the 21st September this year, since January we have already served 13,530 individuals and I have no doubt that when the annual report is delivered in 12 months' time, these figures will once again be even worse.

But as I said in my introduction last year, it is during exceptional times of difficulty that we get to see the best in people, and once again that is exactly what Trustees have seen during this reporting period. Firstly, thanks to our amazing team based at the warehouse, who have continued to work tirelessly during this period, with some making sure that all distribution centres continue to receive their weekly food crates on time, others ensuring that our partnership work with schools, churches and businesses continues to expand, and others still who interact daily with referral agencies making sure that the right people receive the support they so desperately need. Secondly, as for our volunteers who week in week out continue to serve with such dedication and enthusiasm at local level, Trustees continue to be grateful and inspired by their selfless giving, making sure that the needs of our guests are met in a caring and compassionate way.

There hardly seems to be a day that goes by where the work of foodbanks don't get mentioned in either local or national media. We see or read about the stories of those in hardship who comment about how vital this food support was for them, and I guess that over this coming winter as the cost of living crisis starts to bite harder than ever, more and more stories will emerge of individuals and families having to rely upon their local foodbank to simply survive.

I cannot help feeling that once again this next chapter for the Foodbank is going to be more challenging than ever, but like last year, I wish to close on a positive note.

I am more confident than ever that the Stoke-on-Trent Foodbank charity, run by an excellent team of Trustees, staff and volunteers, has never been more prepared and ready to face whatever challenges come their way.

I commend to you this 2021/2022 annual report and trust that your support will continue into 2023 and beyond.

Kind Regards

Keith Stubbs

Chair of Trustees

Activity

During the 2021/22 reporting period, local schools, businesses, faith groups, individuals and over 200 volunteers have continued to provide vital support to the Stoke-on-Trent Foodbank despite the impact of the pandemic. Local people and organisations have donated food and other essential items, enabling the Foodbank to provide 14,754 three-day emergency food parcels through the usual referral route; 8,929 adults and 5,825 children. The additional home delivery service continued for those most affected by Covid who were required to shield or self-isolate, which enabled these individuals and families to have access to food provisions and other essentials and delivery to their doorstep.

The top three reasons for foodbank referral were:

low income (43%); benefit delay (13%); benefit changes (11 %):

Summary of achievements & developments during the 2021/22 operating period

All Stoke-on-Trent Foodbank activity indicated below should be read against the backdrop of the exceptional circumstances resulting from the pandemic. Our Trustees wish to formally express their thanks and appreciation to all individuals who have worked tirelessly to ensure that Foodbank operational activity continued throughout this challenging period.

1. Trustees and staff have focused an enormous amount of effort during the past 12 months to ensure that the Foodbanks' two priorities have been achieved; these include;
 - The Foodbank ensured that the charity met its financial obligations
 - The Foodbank ensured that they met demand; sufficient food provision and other essentials were in situ to meet the growing demand
2. Emergency food provision continued to be distributed via the 16 food distribution centres across the city, including the two distribution centres in Biddulph. Foodbank operation resumed with the amended way of working that was introduced to all centres at the inception of Covid 19. This involved the guest receiving their emergency food parcels whilst waiting outside safely at each centre, maintaining social distancing and adhering to government policy. Guests also received parcel leaflets offering contact numbers and email addresses for additional support. In addition, the warehouse continued with the home delivery service to support citizens who were shielded or sick. The delivery service continued via Foodbank staff, volunteers and the Stoke City Community Team.
3. The admin team expanded and continued with the much-valued in-house e-referral system; this gave the opportunity to triage guests and offer early intervention. Staff worked from the main office/home over extended hours to pick up direct and indirect referrals from guests and e-referral agencies for individuals who were unable to access foodbank vouchers. This represented a massive change in roles performed together with a huge increase in the number of calls and emails received. However, it was a great success that triggered and accelerated the transition to e-referral across our network of referral agencies. All referral agencies have completed our e-referral training and paper vouchers have now been phased out completely. Nicola Shaw's outstanding work on this has been recognised by the Trussell trust and she has been involved in passing on this best practise to other foodbanks across the Trussell Trust network.
4. The three roles created in 2020 to meet growing demands for our services have further evolved. Nicola Shaw in the role of Referral Agencies Coordinator developing and evolving our Referral Agency network, Caroline Wolfe in the role of Business and Community Liaison to improve working relationships with businesses, schools, and communities, and Maggie Bradley in the role of Centre Lead Coordinator, delivering centre volunteer inductions and coordinating centre training. These staff members have been invaluable and their roles intrinsic in the development of our Pathfinder Priority Action Plan.
5. Lou Macari continues to offer his generous support; the foodbank receives regular monthly donations from the Macari Foundation. Special thanks are extended to Lou Macari for the extremely generous on-going support given to the Stoke-on-Trent Foodbank.

6. IT support has been invaluable from ARC IT Solutions, the Foodbank continue to contract them to deliver this service.
7. Our AGM took place last October where the annual report and accounts were shared with all Stoke-on-Trent Foodbank friends, partners, volunteers and supporters. It was great to meet in person, share stories and enjoy a much-needed get together. Thank you to the team at The Bethel for providing a warm welcome and an amazing buffet.
8. The warehouse has again been the epicentre of an enormous amount of activity, with a huge turnover of stock.

Total food donated; 2021/22 – 122,755.63 kg down 16.39% on the previous year

Total food distributed; 2021/22 – 136,915.44 kg up 8.67% on the previous year

In May 2022 the 2021/22 annual stock audit took place and I am pleased to report that the audit was extremely successful with 37 tonnes of food in the warehouse at that time, the audit showed that there was only 216kg difference, which is a negligible discrepancy. This clearly indicated the efficiency and effectiveness of those running the warehouse. The May audit took place because of the delayed audit that was to have taken place March 2022 due to illness in staff members with Covid. The discrepancy shows a 0.58% loss which equates to exactly 216.47kg.

9. Leading up to 2021/2022 year's Harvest Festival period Sept/Oct, Trustees were again not sure if schools would be able to support the Stoke-on-Trent foodbank due the pandemic. However, I am very pleased to report that because of Foodbank producing a promotional harvest video that the schools gratefully received last September, 58 schools came on board to support us. An enormous amount of food was subsequently donated by participating schools, far beyond our expectations. 13,477.24 kg of food was received during the Harvest Festival period, doubling the figures from the previous year. However, it is important that we continue to work hard to secure the support from even more schools going forward, so that the amount of food donated will meet the ever-increasing demand.
10. Our partnership with Steelite International continues, involving the Foodbank storing long dated non-perishable food at their warehouse in Chesterton. This resulted in extra space being made available at our warehouse. Arrangements have been extended for the foreseeable future and currently there are approx. 827 crates being stored at this facility. Thanks go out to the Managers at Steelite for this ongoing support.
11. Plans were put in place to further improve the warehouse facilities, work completed included;
 - The new porta-cabin resides at the side of the warehouse, providing increased office space and a meeting room.
 - Toilets were removed to allocate the much needed space for additional food storage
 - The space outside of the front of the building was converted into a carpark for additional car parking.
 - The driveway has been extended and the surface up the side of the building has been renewed, improving accessibility for the vans.
 - Accessibility to the front of the warehouse was redesigned to meet disability requirements.
 - New signage was erected around the building to improve branding and information for visitors.

12. Stoke-on-Trent Foodbank is a member of many city-wide groups that oversee, monitor and scrutinise local welfare reforms and hardship issues, including;

WWRG - Wider Welfare Reform Group
 FIG - Financial Inclusion Group
 Stoke-on-Trent Hardship Commission
 Local Authority Food Stakeholder Group
 Fuel Poverty Action Group
 CPAG – Child Poverty & Welfare Rights
 Fightback UK
 NAWRA - National Association of Welfare Rights
 Stoke-on-Trent City Forum

VAST- Voluntary Action Stoke-on-Trent

Staffordshire University - Action on Poverty

Foodbank continues to work closely with key partners to both highlight and address the impact and consequences of poverty and hardship.

13. Christmas 2021

In order to ensure that as many individuals and families as possible were be able to enjoy a festive meal on Christmas Day, discussions took place in the Autumn with a number of local businesses which resulted in an amazing response meaning that hundreds of Christmas dinners were sent out to struggling families across Stoke-on-Trent.

During the month of December, Foodbank guests were issued with retail vouchers which they could exchange at Aldi and purchase a Christmas Day festive meal. Each voucher was issued in addition to clients receiving their 3-day food parcel.

14. £10,000 worth of vouchers were purchased; sponsorship by local businesses including; Altecnic Ltd and Neida Products.

In addition, families were given Christmas gifts that supporters kindly gave us to help make sure our guests were able to more fully celebrate Christmas.

£1,000 was given to a local church to support Christmas Day meals for the vulnerable. 100 meals were supported at The Bethel. Additionally meals were distributed through Jackie Ambler at the Stoke-on-Trent Community Night Shelter.

15. Food drives - Tesco, Sainsburys and Asda continued with this activity on our behalf without the need for Foodbanks involvement. Lidl, and Morrisons have introduced collection points instore. We greatly value the ongoing support that we receive from the supermarket champions, especially in addition to food drives, Clare - Morrisons' Festival Park Christmas Bauble Appeal nomination, Damon - Asda Tunstall Santa Elf Bike Ride and Liz - Longton Tesco & Karen - Meir Park Tesco with additional food and gifts.

16. Money Matters - Benefit and Debt Advice has continued to be offered during the period of amended working. Advice delivered: one off advice 709, further advice 947, energy related advice 407, fuel vouchers 352, managed debt at year end £172,601, new benefit cases 7 and new debt cases 19.

17. PATHFINDER YEAR 2

The Trussell Trust continue to recognise Stoke-on-Trent Foodbank as a centre of excellence due to the continuation of strong governance, the expansion of partnership working practices and the proactive approach and ability to challenge local poverty and hardship issues.

We are part of an extended, strategic network of Pathfinder foodbanks covering England (42), Northern Ireland (4), Scotland (9) and Wales (6). There have been more opportunities over the last year to meet with other Pathfinder Foodbanks, to consult, share best practices and develop the strategic plans that will take us forward in 'Challenging the structural economic issues that lock people in poverty, and campaign to end the need for foodbanks in the UK' (*Trussell Trust Website, 09.2020*).

- Stoke-on-Trent Foodbank is now an established 'Pathfinder Foodbank' working with the Trussell Trust to make a difference in the circumstances of people experiencing hardship in our local area.
The Pathfinder Team have been awarded Trussell Trust funding to continue the roles on a much more focused level. The Pathfinder Lead, the Community and Development Liaison Coordinator and the Financial Inclusion team Money Matters have been granted the funds to continue their vital work for the next three years.
- Following on from the three priorities of year one, in which, good progress was made, we have developed our strategic aims with a focus on the priority areas below:
 - Referral Pathways
 - Financial Inclusion
 - Participation
 - Changing Local Minds

Referral Pathway relationships continue to develop with a strong emphasis on training, partnership and a shared vision; based on the understanding that Hunger in the UK isn't about food – it's about not having enough money coming in for the essentials. People at food banks have the lowest incomes in the country. (Trussell Trust Hub 2022)

Referrals between agencies and support services also continue with a focus on signposting and sharing local information to give foodbank guests a choice in how they access advice, food and support.

Financial Inclusion has developed with a stronger team to better meet the demand locally. More foodbank distribution centres are now hosting Money Matters on a rota basis to reach the maximum amount of people, enabling people referred to them to access income maximisation advice and support in order to reduce subsequent visits. Local strategic financial inclusion groups are well attended to keep up to date with local initiatives and responses.

Participation involves people with lived experience who are invested in our action plan, so that policies designed to tackle poverty are better informed by the experiences of the people they are intended to support. People with lived experience are given a platform to share their experiences to not only improve our service and showcase what we do best but to inform our strategic planning and activities.

Changing Local Minds, and, in turn, impacting local policy, communicating so that there is a greater understanding of local issues and root causes of poverty in our community. Referral agencies, schools, churches, businesses and other community groups are engaging with us in conversation to better understand the reasons that people come to our

foodbank, what caused their crisis and whether it was something that could have been prevented.

- We are now seeing increased awareness in how much everyone needs to cover the cost of living and tough decisions are being made; heating or eating? Giving communication opportunities, the Foodbank is asked for expert comment on the impact, causes and possible solutions.
- Media messages – consistently include this element
- Businesses – conversations and communications include this message
- Harvest video and other seasonal videos incorporate this

18. The Foodbank website is updated on a regular basis, we encourage everyone to have a look at the site which will then keep you informed of activities and plans and also ways that you can support the charity: www.stokeontrent.foodbank.org.uk

News, updates and partnership activity is reported, and can be followed on the Foodbank social media sites;

Facebook <https://www.facebook.com/stokeontrentfoodbank>

Twitter <https://twitter.com/OnFoodbank>

Instagram <https://www.instagram.com/stokeontrentfoodbank/>

19. Media Engagement:

- For TV, we have received a continued interest from Sky News, BBC News, ITV News and Nick Knowles DIY SOS, providing ‘first hand’ accounts of the work of the foodbank and support provided to guests; including guests sharing their personal experiences.
- For Press, we have sent out copy/text which has been taken up about our needs and celebrating our support base and partnership working; and have responded to requests from publications such as The Independent, The Guardian, The Sentinel and Biddulph Chronicle to respond and comment on ‘live’ news items. An example of this was Corrine Boden MBE’s comment in response to the Chancellor’s Budget 23rd March 2022, The Guardian.
- Regarding our joint working with the Revival Charity:
Revival offer a service that supports local people that are vulnerable, and are in need of support when being discharged from the local hospital and beyond, the foodbank initiative provides food parcels to make this transition quick and effective. This enables hospital beds to be freed up for a quick turnaround, thus working together to save the NHS tens of thousands of pounds.
- For Radio, foodbank regularly shared updates and comments regarding the needs of the foodbank, these updates were shared to BBC Radio Stoke, Signal Radio, Cross Rhythms and Churnet Sound. Additionally Cross Rhythms recorded and ran an advert raising awareness of the foodbank services and the up and coming demands that the charity were facing. Cross Rhythms shared how people listening could give ongoing support. We were also part of BBC Radio Stoke’s Christmas 2021 Make a Difference Appeal, where listeners were encouraged to support the needs of the foodbank.

20. Training and development:

Stoke-on-Trent Foodbank Trustees' Skillset

Keith Stubbs Chair of Trustees

Keith is the external spokesperson for Stoke-on-Trent Foodbank, Keith was a Line Manager in the Fire service, and he was The Head of Staff Training, Safeguarding, Health & Safety Risk Assessments and GDPR.

Susan Simcoe

Secretary / Banking Governance, represents the Foodbank at national strategic Pathfinder meetings, background in Nursing and Teaching

Andy Godfrey

Finance: Andy ensures the financial viability of the organisation; his background is in Corporate Town Centre Management, Senior / corporate experience of regeneration of city centres

Lilian Dodd

Deputy Chair of Trustees.

Lilian secured significant funding for Stoke-on-Trent foodbank. She is an expert in charity governance. Previously Stoke-on-Trent Lord Mayor, Lilian also sits on a number of strategic boards.

Staff Training Achieved Through Foodbank Employment

Corrine Boden

Degree in Social Welfare Law, Safeguarding Champion, GDPR, Employment Law Management and Leadership, Benefit and Debt Advisor level 1 & 2, Life skills Coach Induction Training, Health & Safety, and Pathfinder

Nicola Shaw

AET level 3 Teaching, Safeguarding Champion, Induction Training, H & S, GDPR - general, Assemble, and Pathfinder - Lead.

Caroline Wolfe

GDPR - Data Champion, Safeguarding - general, Pathfinder - Deputy

Faith Asplin

First Aid, Health and Safety, Moving & Handling, Safeguarding, Induction Training and GDPR - general.

Mary-Anne Rapson

A Fellow Member of the Institute of Certified Bookkeepers.

Karen Poole

Degree in Social Welfare Law, Level 3 Health and Safety Management, Induction Training, GDPR - general, First Aid and Safeguarding.

Carol Lowe First Aid - Lead, Health & Safety, Induction training, GDPR - general, and Safeguarding.

Jon Bennett First Aid, Health and Safety, Moving & Handling, Fire risk assessments/ Fire Marshal, Induction Training, GDPR - general and Safeguarding - general.

John Penkleman Moving & Handling, GDPR – general

Volunteer Training with the Foodbank

Two hundred active volunteers

Induction Training	Completed
Health & Safety	Completed
Safeguarding	Completed
Data protection	Completed

21. Other initiatives:

The Foodbank made a donation of £1,000 for running costs winter 2021/2022 to each of our church distribution centres.

Supporter Newsletter and E-mail Communication: Quarterly Mailchimp newsletters have been emailed, with additional event updates. These include news on our activities and how their support is helping us make a difference and initiatives that they can get involved in. Targetted relevant information has also been emailed to specific groups such as our contact businesses, education establishments, churches, and community groups.

The Young Ambassador Programme: developed further to engage with schools within the City, enabling children and young people getting involved and showcasing the work that foodbank do ; 20 schools that supported us for Harvest 2021 were offered a warehouse visit to see how we operate and experience volunteering. Many have enjoyed follow up 'Fairness' assemblies at their schools.

Thirty educational establishments have enjoyed a variety of activities, such as Advent assemblies, afterschool club and lesson input from Year 1 to Sixth Form College.

Business Volunteers/ Business Friends:

Since the pandemic, businesses and their employees have been particularly keen to give back to the community, increasingly gave up their business social action volunteer days to support the Foodbank warehouse, including Sodexo – Royal Stoke Hospital, The Cooperative Bank – Leek, Pets at Home and GXO.

Other businesses supported us through our Business Friend scheme; giving a mixture of food, time and/or finance.

Business 21 for 2021 Appeal – 10 businesses, some anonymously, signed up supporting the Foodbank with a minimum of £1,000 to fund our core costs including; Altecnic, Speedy Freight, Novus and D&G Bus.

22. 2021/2022 DONATIONS:

We have seen another year of amazing generosity shown by a wide range of local businesses and organisations who have supported our work by providing both financial gifts, monetary support and food donations;

Donations over £1,000:

- Lou Macari Foundation
- £4,000 donated from a local company who wished to remain anonymous
- £3,000 Speedy Freight Stoke
- £2,493 Charities Aid Foundation
- 2,500 Staffordshire Masons
- £2,500 Johnsons Tiles Social Club
- £1,750 D&G Bus
- £3,400 TSL Limited
- £2,000 Genr8 Developments
- £1,500 Altecnic Ltd
- £1,279 Co-op Local Community Fund
- £1,000 TSL Projects
- £1,000 Amazon Charitable Giving and Amazon DST1 Trentham Lakes
- £1,250 Neida Products
- £1,000 The Wednesday Club
- £ 3,130 Wizards of Drivel SCFC Supporter Blog – 3rd Christmas Appeal

Donations under £1,000:

Other local business' that gave generous donations Include: The GMB Union at JCB, Hoppecke and Towergate Stoke.

Many individuals whom faithfully gift the foodbank money to continue their ongoing work have blessed Foodbank immensely.

Foodbank gives thanks to those completing their fundraiser challenges; these go to Sheila Cowell – Race Against Hunger, DST1 Amazon's Team – Extra Mile Exercise Bike Ride, and Dean Bromley's Manchester Marathon, David Raizada & family - Big Event.

Community groups supporting the foodbank work with monetary gifts include; All Saints Church - Dilhorne, The Potters Church - Birches Head, Methodist Circuit - Stoke North, St Lawrence - Biddulph, Longton Central Hall and Hanley Masonic Club.

Food donations include;

Major supermarkets, their community champions and customers giving has continued to be a major lifeline for us, local Pak Foods and Forsbrook Spar. Santander - Hanley, gave ongoing support through their food collection point.

Pure Gym Etruria and Thistley Hough High school joined forces to make a combined effort to raise much needed donations to support the foodbank.

Businesses that donated stock and/or employee donations include; Amazon, Dee Set, Walkers Non-Such, Swan Ventures, Cobra Biologics (supported us for a second year as their charity of the year, sending monthly online food shops), Davies Group, Neida, Altecnic, Bassetts Transport, Sodexo and many more.

Community groups generously supporting our work with ongoing food collections include Blythe Bridge Rotary Club, WeAreStoke as well as many churches and schools, in addition to our foodbank centre churches; United Benefice of Hartshill, Penkhull and Trent Vale, Werrington Methodist Church, St Francis Assisi Church - Meir Heath, Christ Church - Biddulph Moor, St Lawrence's Church - Biddulph, Breathe New Life Church, Ash Green Primary and The Willows Primary School - Penkhull.

Trentham Parish Church continue to regularly collect on a Saturday morning. They collect the Foodbank van then park it on the Man in Space carpark so that local people and businesses in Trentham can donate food. The visibility and support is amazingly valuable to us. Total this year was 8124.75kg

23. Successful funding applications are as follows;

- £25,000 Community Investment Fund, allowing the Foodbank to make additional improvements to the warehouse
- £23,904 ASDA for staffing costs
- £9,568 Coalfields, for additional referral staff to cover financial inclusion
- £61,196 Trussell Trust Pathfinder Financial Inclusion for staffing and development costs
- £2,500 Masonic Charitable Foundation – for core costs
- £9,998 Awards For All – staffing for the van and volunteer expenses/ training
- £1,279 Co-op Community Fund – towards fuel for the vans
- £40,000 Stoke-on-Trent Council – for the provision of Foodbank services

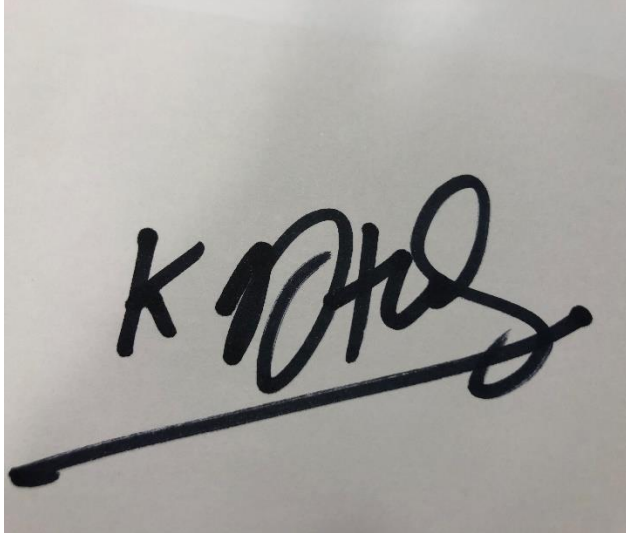
The generosity, support and commitment provided by local individuals, companies and organisations to the Foodbank during 2021/22 has allowed Trustees to not only strengthen logistics and infrastructure, but also to continue with a 'Financial Action Plan'. Trustees and the Operations Manager continue to concentrate their efforts on strategic delivery, ensuring effective and efficient service to all our guests.

24. Stoke City Community Trust and Football Club, again helped the Foodbank last Christmas by carrying out a food collection at their ground and attended the warehouse to raise the profile for the work of the foodbank.

Conclusion:

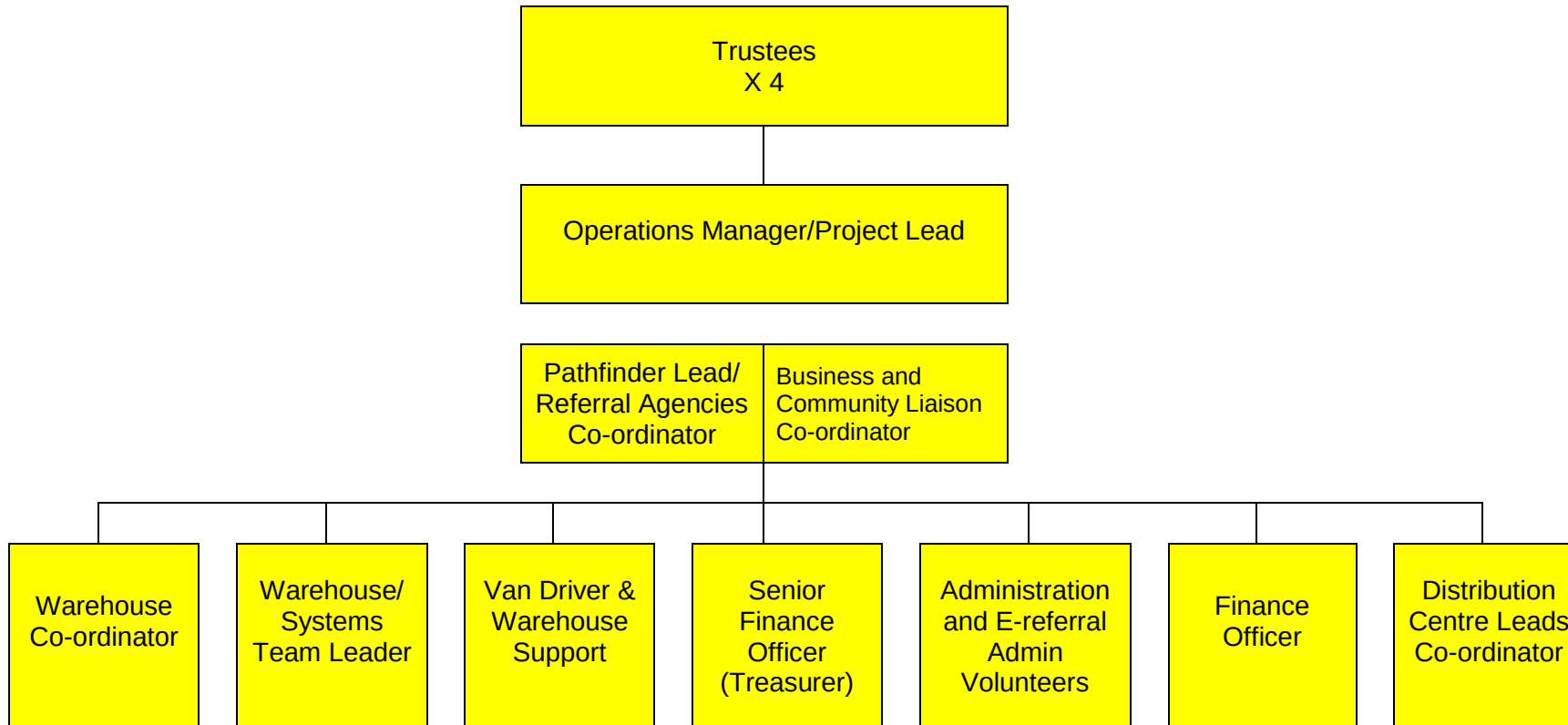
During difficult and hard times, charities are often one of those organisations hit hardest with income reducing and support dwindling when demand for their services is often greater than ever. Sadly, this is certainly the case for many foodbanks across the country including ourselves – see item 9 above. The pressures, for those tasked with the responsibility of running the Stoke-on-Trent Foodbank are relentless particularly for keeping both financial income and food donation flowing in. However, Trustees remain confident that we can ride out this particular storm as we have done with previous storms. Working together and supporting one another is at the heart of what we are good at, and from what you've read in this report, amazing outcomes have been achieved in the past 12 months as a result of working well together both internally and externally with partners.

Thanks are therefore extended to all those who have continued to work, volunteer, generally support the work of the Stoke-on-Trent Foodbank charity, and long may your support continue.

Chair of Trustees, Mr Keith Stubbs, 4th November 2022 Thank you for supporting Stoke-on-Trent Foodbank	
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Appendix A

Structure Chart - Stoke-on-Trent Foodbank



Appendix B

Statement of Accounts 01.04.2021 to 31.03.2022

Stoke-on-Trent Foodbank

Independent Examiner's Report to the trustees of Stoke-on-Trent Foodbank ("the Company")

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2022.

Responsibilities and basis of report

As the charity's trustees of the Company (and also 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 Stoke-on-Trent Foodbank 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 your charity's accounts as 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 Company'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 , 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 Stoke-on-Trent Foodbank 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.

.....
Daryl Denson ACMA

VAST
The Dudson Centre
Stoke-on-Trent
ST1 5DD

Date:.....

Stoke-on-Trent Foodbank

Statement of Financial Activities for the Year Ended 31 March 2022 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2022 £
Income and Endowments from:				
Donations and legacies	3	142,630	141,570	284,200
Investment income	4	228	-	228
Total income		142,858	141,570	284,428
Expenditure on:				
Charitable activities	5	(83,102)	(103,939)	(187,041)
Total expenditure		(83,102)	(103,939)	(187,041)
Net income		59,756	37,631	97,387
Net movement in funds		59,756	37,631	97,387
Reconciliation of funds				
Total funds brought forward		362,820	61,830	424,650
Total funds carried forward	16	422,576	99,461	522,037
	Note	Unrestricted funds £	Restricted funds £	Total 2021 £
Income and Endowments from:				
Donations and legacies	3	334,023	141,439	475,462
Investment income	4	348	-	348
Total income		334,371	141,439	475,810
Expenditure on:				
Charitable activities	5	(114,914)	(113,896)	(228,810)
Total expenditure		(114,914)	(113,896)	(228,810)
Net income		219,457	27,543	247,000
Net movement in funds		219,457	27,543	247,000
Reconciliation of funds				
Total funds brought forward		143,363	34,287	177,650
Total funds carried forward	16	362,820	61,830	424,650

All of the charity's activities derive from continuing operations during the above two periods.
The funds breakdown for 2021 is shown in note 16.

Stoke-on-Trent Foodbank
(Registration number: 08334798)
Balance Sheet as at 31 March 2022

	Note	2022 £	2021 £
Fixed assets			
Tangible assets	12	43,020	29,627
Current assets			
Debtors	13	4,037	12,062
Cash at bank and in hand	14	476,480	396,701
		480,517	408,763
Creditors: Amounts falling due within one year	15	(1,500)	(13,740)
Net current assets		479,017	395,023
Net assets		522,037	424,650
Funds of the charity:			
Restricted income funds			
Restricted funds		99,461	61,830
Unrestricted income funds			
Unrestricted funds		422,576	362,820
Total funds	16	522,037	424,650

For the financial year ending 31 March 2022 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

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

.....
Keith Stubbs Chair
Trustee

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2022

1 Charity status

The charity is limited by guarantee, incorporated in England and Wales, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

The address of its registered office is:

Magdalen Road

Blurton

Stoke-on-Trent

ST3 3HS

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

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)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Basis of preparation

Stoke-on-Trent 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 notes.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Income and endowments

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 the income receivable can be measured reliably.

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2022

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees's meetings and reimbursed expenses.

Government grants

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £500.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Fixtures and Fittings	Straight Line 25%
I.T. Equipment	Straight Line 33.3%

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2022

Motor Vehicles	Straight Line 25%
Land and Buildings	Straight Line 15%

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Designated funds are unrestricted funds set aside for specific purposes at the discretion of the trustees.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2022

3 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total 2022 £
Donations and legacies;			
Donations from companies, trusts and similar proceeds	58,973	500	59,473
Donations from individuals	63,576	2,460	66,036
Gift aid reclaimed	7,895	-	7,895
Grants, including capital grants;			
Government grants	-	59,566	59,566
Grants from other charities	7,062	56,939	64,001
Grants from companies	5,124	22,105	27,229
	<u>142,630</u>	<u>141,570</u>	<u>284,200</u>
	Unrestricted funds General £	Restricted funds £	Total 2021 £
Donations and legacies;			
Donations from companies, trusts and similar proceeds	93,665	-	93,665
Donations from individuals	139,775	8,226	148,001
Gift aid reclaimed	18,734	-	18,734
Grants, including capital grants;			
Government grants	60,800	65,750	126,550
Grants from other charities	4,150	44,068	48,218
Grants from companies	16,899	23,395	40,294
	<u>334,023</u>	<u>141,439</u>	<u>475,462</u>

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2022

4 Investment income

	Unrestricted funds General £	Total 2022 £
Interest receivable and similar income; Interest receivable on bank deposits	<u>228</u>	<u>228</u>
	<u>228</u>	<u>228</u>
	Unrestricted funds General £	Total 2021 £
Interest receivable and similar income; Interest receivable on bank deposits	<u>348</u>	<u>348</u>
	<u>348</u>	<u>348</u>

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2022

5 Expenditure on charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2022 £
Advertising & Promotion	200	868	1,068
Bank Charges	76	-	76
Community Outreach	-	11,242	11,242
Computer and IT	1,253	754	2,007
Depreciation	9,690	10,410	20,100
Distribution Centre Costs	1,000	-	1,000
Health and Safety	15	-	15
Insurance	1,464	-	1,464
Justgiving Charges	1,594	-	1,594
Office Expenses	1,532	332	1,864
Payroll Admin	966	-	966
Staff Travel Expenses	-	41	41
Printing and Postage	1,263	578	1,841
Professional Fees	1,500	-	1,500
Repairs and Renewals	1,945	1,206	3,151
Salaries and Wages	55,618	71,245	126,863
Subscriptions	322	-	322
Telephone	1,250	660	1,910
Utilities	-	979	979
Van Expenses	2,636	2,300	4,936
Volunteer Expenses	-	1,690	1,690
Warehouse Costs	280	137	417
Food Top Up & Delivery Bags	-	1,497	1,497
Training	66	-	66
Governance	110	-	110
Events	222	-	222
Meetings	100	-	100
	<u>83,102</u>	<u>103,939</u>	<u>187,041</u>

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2022

	Unrestricted funds General £	Restricted funds £	Total 2021 £
Advertising & Promotion	10	1,382	1,392
Bank Charges	92	-	92
Community Outreach	735	3,000	3,735
Computer and IT	2,311	824	3,135
Debt Advice	30,000	-	30,000
Depreciation	5,803	8,859	14,662
Distribution Centre Costs	12,029	2,286	14,315
Health and Safety	-	7,323	7,323
Insurance	1,303	-	1,303
Justgiving Charges	861	995	1,856
Office Expenses	939	816	1,755
Payroll Admin	892	-	892
Printing and Postage	566	583	1,149
Professional Fees	3,062	388	3,450
Repairs and Renewals	861	1,113	1,974
Salaries and Wages	43,079	60,445	103,524
Small Tools	222	-	222
Subscriptions	322	-	322
Telephone	1,284	318	1,602
Utilities	882	2,270	3,152
Van Expenses	1,461	1,332	2,793
Volunteer Expenses	14	6,037	6,051
Warehouse Costs	7,806	1,004	8,810
Food Top Up & Delivery Bags	-	14,921	14,921
	<u>114,534</u>	<u>113,896</u>	<u>228,430</u>

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2022

6 Analysis of governance and support costs

Governance costs

	Unrestricted funds General £	Total 2022 £
Independent examiner fees		
Examination of the financial statements	1,500	1,500
Other governance costs	110	110
	<u>1,610</u>	<u>1,610</u>
	Unrestricted funds General £	Total 2021 £
Independent examiner fees		
Examination of the financial statements	380	380
	<u>380</u>	<u>380</u>

7 Government grants

£40,000 (2021:£86,050) was received from Stoke on Trent City Council

£9,568 (2021:£30,500) was received from the National Lottery.

£9,998 was received from Awards4All

The amount of grants recognised in the financial statements was £59,566 (2021 - £126,550).

There were no unfulfilled conditions at the end of the year,

8 Net incoming/outgoing resources

Net incoming resources for the year include:

	2022 £	2021 £
Other non-audit services	1,500	380
Depreciation of fixed assets	<u>20,100</u>	<u>9,556</u>

9 Trustees remuneration and expenses

During the year the charity made the following transactions with trustees:

Susan Simcoe

£53 (2021: £13) of expenses were reimbursed to Susan Simcoe during the year.

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any other benefits from the charity during the year.

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2022

10 Staff costs

The aggregate payroll costs were as follows:

	2022 £	2021 £
Staff costs during the year were:		
Wages and salaries	121,843	100,915
Social security costs	2,387	814
Pension costs	2,633	1,796
	<u>126,863</u>	<u>103,525</u>

No employee received emoluments of more than £60,000 during the year.

11 Taxation

The charity is a registered charity and is therefore exempt from taxation.

12 Tangible fixed assets

	Land and buildings £	Furniture and equipment £	Motor vehicles £	Computer equipment £	Total £
Cost					
At 1 April 2021	-	18,365	40,155	11,817	70,337
Additions	<u>17,945</u>	<u>15,548</u>	<u>-</u>	<u>-</u>	<u>33,493</u>
At 31 March 2022	<u>17,945</u>	<u>33,913</u>	<u>40,155</u>	<u>11,817</u>	<u>103,830</u>
Depreciation					
At 1 April 2021	-	9,909	18,984	11,817	40,710
Charge for the year	<u>2,692</u>	<u>7,369</u>	<u>10,039</u>	<u>-</u>	<u>20,100</u>
At 31 March 2022	<u>2,692</u>	<u>17,278</u>	<u>29,023</u>	<u>11,817</u>	<u>60,810</u>
Net book value					
At 31 March 2022	<u>15,253</u>	<u>16,635</u>	<u>11,132</u>	<u>-</u>	<u>43,020</u>
At 31 March 2021	<u>-</u>	<u>8,456</u>	<u>21,171</u>	<u>-</u>	<u>29,627</u>

Included within the net book value of land and buildings above is £Nil (2021 - £Nil) in respect of freehold land and buildings and £15,253 (2021 - £Nil) in respect of leaseholds.

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2022

13 Debtors

	2022 £	2021 £
Prepayments	237	-
Other debtors	3,800	12,062
	<u>4,037</u>	<u>12,062</u>

14 Cash and cash equivalents

	2022 £	2021 £
Cash at bank	<u>476,480</u>	<u>396,701</u>

15 Creditors: amounts falling due within one year

	2022 £	2021 £
Other taxation and social security	-	7,275
Other creditors	-	6,065
Accruals	1,500	400
	<u>1,500</u>	<u>13,740</u>

Company registration number: 08334798

Charity registration number: 1150820

Stoke-on-Trent Foodbank

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2022

Daryl Denson ACMA
VAST
The Dudson Centre
Stoke-on-Trent
ST1 5DD

Stoke-on-Trent Foodbank

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Stoke-on-Trent Foodbank

Reference and Administrative Details

Trustees	Keith Stubbs Chair Glen Parkes Karen Poxon Rev Judith Woodall Philippa Simpson Lilian Dodd Susan Simcoe Andrew Godfrey
Senior Management / Leadership Team	Corrine Boden MBE, Operations Manager
Charity Registration Number	1150820
Company Registration Number	08334798
Registered Office	The charity is incorporated in England and Wales. Magdalen Road Blurton Stoke-on-Trent ST3 3HS
Independent Examiner	Daryl Denson ACMA VAST The Dudson Centre Stoke-on-Trent ST1 5DD

Stoke-on-Trent Foodbank

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2022.

Trustees and officers

The trustees and officers serving during the year and since the year end were as follows:

Trustees:	Keith Stubbs Chair
	Glen Parkes (appointed 20 April 2022)
	Karen Poxon (appointed 20 April 2022)
	Rev Judith Woodall (appointed 20 April 2022)
	Philippa Simpson (appointed 20 April 2022)
	Lilian Dodd
	Susan Simcoe
	Andrew Godfrey

Senior Management / Leadership Team:	Corrine Boden MBE
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Objectives and activities

Objects and aims

The Charity's objects ("objects") are specifically restricted to the following: the prevention or relief of poverty in Stoke-on-Trent and the surrounding areas by providing food to local people who are in need of emergency supplies and by such other means as the trustees may determine.

Public benefit

During the 2021/22 reporting period, local schools, businesses, faith groups, individuals and over 200 volunteers have continued to provide vital support to the Stoke-on-Trent Foodbank despite the impact of the pandemic. Local people and organisations have donated a record amount of food and other essential items. Enabling the foodbank to provide 14,754 three-day emergency food parcels through the usual referral route; 8,929 adults and 5,825 children. The additional home delivery service continued for those most affected by Covid who were required to shield or self-isolate, which enabled these individuals and families to have access to food provisions and other essentials and delivery to their doorstep.

The top three reasons for foodbank referral were:

low income (43%); benefit delay (13%); benefit changes (11 %):

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Stoke-on-Trent Foodbank

Trustees' Report

Achievements and performance

Trustees and staff have focused an enormous amount of effort during the past 12 months to ensure that the Foodbanks' two priorities have been achieved; these include;

- The Foodbank ensured that the charity met its financial obligations
- The Foodbank ensured that they met demand, sufficient food provision and other essentials were in situ to meet the growing demand

Emergency food provision continued to be distributed via the 16 food distribution centres across the city, including the two distribution centres in Biddulph. Foodbank operation resumed with the amended way of working that was introduced to all centres at the inception of Covid 19. This involved the guest receiving their emergency food parcels whilst waiting outside safely at each centre, maintaining social distancing and adhering to government policy. Guests also received parcel leaflets offering contact numbers and email addresses for additional support. In addition, the warehouse continued with the home delivery service to support citizens who were shielded or sick. The delivery service continued via foodbank staff, volunteers and the Stoke City Community Team.

The admin team expanded and continued with the much-valued in-house e-referral system, this gave the opportunity to triage guests and offer early intervention. Staff worked from the main office/home over extended hours to pick up direct and indirect referrals from guests and e-referral agencies for individuals who were unable to access to foodbank vouchers. This represented a massive change in roles performed together with a huge increase in the number of calls and emails received. However, it was a great success that triggered and accelerated the transition to e-referral across our network of referral agencies. All referral agencies have completed our e-referral training and paper vouchers have now been faded out completely. Nicola Shaw's outstanding work on this has been recognised by the Trussell trust and she has been involved in passing on this best practise to other foodbanks in the Trussell Trust network.

Financial review

The financial results are shown on pages 5-20 of this report.

Policy on reserves

Trustees have considered the level of reserve funds they wish to retain, appropriate to the charity's needs. This is based on the charity's size and the level of financial commitments. Trustees will endeavour not to set aside funds unnecessarily and will ensure that we maintain sufficient reserve funds to fulfil staff salaries and general outgoings for a minimum period of 6 calendar months. This is to be reviewed for the 2022/23 reporting period.

At the end of the period the charity had free reserves of £380,694 (2021:£345,410)

Structure, governance and management

Nature of governing document

Memorandum and Articles incorporated 18/12/2012 as amended by special resolution registered at Companies House on 08/02/2013.

Stoke-on-Trent Foodbank

Trustees' Report

Recruitment and appointment of trustees

We offer a fair recruitment process for new Trustees focusing on equality and diversity, we use the guidance that is supplied by the Charity Commission.

Organisational structure

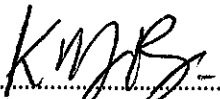
Stoke-on-Trent foodbank operates to the Trussell Trusts model of running a foodbank by following their guidelines and governance. The Regional Trussell Trust Area Manager representative provides ongoing support including; advice for the annual audit, policy advice, fundraising advice, national issues guidance etc.

We have partnership agreements with all our 16 food distribution centres ensuring that consistency and good practice is maintained

Small companies provision statement

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

The annual report was approved by the trustees of the charity on and signed on its behalf by:


.....
Keith Stubbs Chair
Trustee

Stoke-on-Trent Foodbank

Independent Examiner's Report to the trustees of Stoke-on-Trent Foodbank ("the Company")

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2022.

Responsibilities and basis of report

As the charity's trustees of the Company (and also 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 Stoke-on-Trent Foodbank 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 your charity's accounts as 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.

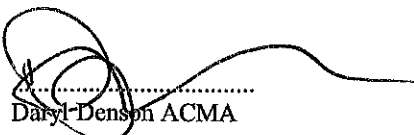
Independent examiner's statement

Since the Company'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, 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 Stoke-on-Trent Foodbank 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.


Daryl Denson ACMA

VAST
The Dudson Centre
Stoke-on-Trent
ST1 5DD

Date: 07/12/2022

Stoke-on-Trent Foodbank

Statement of Financial Activities for the Year Ended 31 March 2022 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2022 £
Income and Endowments from:				
Donations and legacies	3	142,630	141,570	284,200
Investment income	4	228	-	228
Total income		<u>142,858</u>	<u>141,570</u>	<u>284,428</u>
Expenditure on:				
Charitable activities	5	<u>(83,102)</u>	<u>(103,939)</u>	<u>(187,041)</u>
Total expenditure		<u>(83,102)</u>	<u>(103,939)</u>	<u>(187,041)</u>
Net income		<u>59,756</u>	<u>37,631</u>	<u>97,387</u>
Net movement in funds		59,756	37,631	97,387
Reconciliation of funds				
Total funds brought forward		<u>362,820</u>	<u>61,830</u>	<u>424,650</u>
Total funds carried forward	16	<u>422,576</u>	<u>99,461</u>	<u>522,037</u>
	Note	Unrestricted funds £	Restricted funds £	Total 2021 £
Income and Endowments from:				
Donations and legacies	3	334,023	141,439	475,462
Investment income	4	348	-	348
Total income		<u>334,371</u>	<u>141,439</u>	<u>475,810</u>
Expenditure on:				
Charitable activities	5	<u>(114,914)</u>	<u>(113,896)</u>	<u>(228,810)</u>
Total expenditure		<u>(114,914)</u>	<u>(113,896)</u>	<u>(228,810)</u>
Net income		<u>219,457</u>	<u>27,543</u>	<u>247,000</u>
Net movement in funds		219,457	27,543	247,000
Reconciliation of funds				
Total funds brought forward		<u>143,363</u>	<u>34,287</u>	<u>177,650</u>
Total funds carried forward	16	<u>362,820</u>	<u>61,830</u>	<u>424,650</u>

All of the charity's activities derive from continuing operations during the above two periods.
The funds breakdown for 2021 is shown in note 16.

The notes on pages 8 to 21 form an integral part of these financial statements.

Stoke-on-Trent Foodbank
(Registration number: 08334798)
Balance Sheet as at 31 March 2022

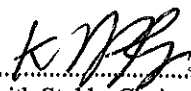
	Note	2022 £	2021 £
Fixed assets			
Tangible assets	12	43,020	29,627
Current assets			
Debtors	13	4,037	12,062
Cash at bank and in hand	14	476,480	396,701
		480,517	408,763
Creditors: Amounts falling due within one year	15	(1,500)	(13,740)
Net current assets		479,017	395,023
Net assets		522,037	424,650
Funds of the charity:			
Restricted income funds			
Restricted funds		99,461	61,830
Unrestricted income funds			
Unrestricted funds		422,576	362,820
Total funds	16	522,037	424,650

For the financial year ending 31 March 2022 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

The financial statements on pages 6 to 21 were approved by the trustees, and authorised for issue on 4/11/22 and signed on their behalf by:



 Keith Stubbs Chair
 Trustee

The notes on pages 8 to 21 form an integral part of these financial statements.

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2022

1 Charity status

The charity is limited by guarantee, incorporated in England and Wales, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

The address of its registered office is:

Magdalen Road
Blurton
Stoke-on-Trent
ST3 3HS

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

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)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Basis of preparation

Stoke-on-Trent 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 notes.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Income and endowments

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 the income receivable can be measured reliably.

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2022

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees's meetings and reimbursed expenses.

Government grants

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £500.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Fixtures and Fittings	Straight Line 25%
I.T. Equipment	Straight Line 33.3%

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2022

Motor Vehicles	Straight Line 25%
Land and Buildings	Straight Line 15%

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Designated funds are unrestricted funds set aside for specific purposes at the discretion of the trustees.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2022

3 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total 2022 £
Donations and legacies;			
Donations from companies, trusts and similar proceeds	58,973	500	59,473
Donations from individuals	63,576	2,460	66,036
Gift aid reclaimed	7,895	-	7,895
Grants, including capital grants;			
Government grants	-	59,566	59,566
Grants from other charities	7,062	56,939	64,001
Grants from companies	5,124	22,105	27,229
	<u>142,630</u>	<u>141,570</u>	<u>284,200</u>
	Unrestricted funds General £	Restricted funds £	Total 2021 £
Donations and legacies;			
Donations from companies, trusts and similar proceeds	93,665	-	93,665
Donations from individuals	139,775	8,226	148,001
Gift aid reclaimed	18,734	-	18,734
Grants, including capital grants;			
Government grants	60,800	65,750	126,550
Grants from other charities	4,150	44,068	48,218
Grants from companies	16,899	23,395	40,294
	<u>334,023</u>	<u>141,439</u>	<u>475,462</u>

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2022

4 Investment income

	Unrestricted funds General £	Total 2022 £
Interest receivable and similar income; Interest receivable on bank deposits	228	228
	<u>228</u>	<u>228</u>
	Unrestricted funds General £	Total 2021 £
Interest receivable and similar income; Interest receivable on bank deposits	348	348
	<u>348</u>	<u>348</u>

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2022

5 Expenditure on charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2022 £
Advertising & Promotion	200	868	1,068
Bank Charges	76	-	76
Community Outreach	-	11,242	11,242
Computer and IT	1,253	754	2,007
Depreciation	9,690	10,410	20,100
Distribution Centre Costs	1,000	-	1,000
Health and Safety	15	-	15
Insurance	1,464	-	1,464
Justgiving Charges	1,594	-	1,594
Office Expenses	1,532	332	1,864
Payroll Admin	966	-	966
Staff Travel Expenses	-	41	41
Printing and Postage	1,263	578	1,841
Professional Fees	1,500	-	1,500
Repairs and Renewals	1,945	1,206	3,151
Salaries and Wages	55,618	71,245	126,863
Subscriptions	322	-	322
Telephone	1,250	660	1,910
Utilities	-	979	979
Van Expenses	2,636	2,300	4,936
Volunteer Expenses	-	1,690	1,690
Warehouse Costs	280	137	417
Food Top Up & Delivery Bags	-	1,497	1,497
Training	66	-	66
Governance	110	-	110
Events	222	-	222
Meetings	100	-	100
	<u>83,102</u>	<u>103,939</u>	<u>187,041</u>

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2022

	Unrestricted funds General £	Restricted funds £	Total 2021 £
Advertising & Promotion	10	1,382	1,392
Bank Charges	92	-	92
Community Outreach	735	3,000	3,735
Computer and IT	2,311	824	3,135
Debt Advice	30,000	-	30,000
Depreciation	5,803	8,859	14,662
Distribution Centre Costs	12,029	2,286	14,315
Health and Safety	-	7,323	7,323
Insurance	1,303	-	1,303
Justgiving Charges	861	995	1,856
Office Expenses	939	816	1,755
Payroll Admin	892	-	892
Printing and Postage	566	583	1,149
Professional Fees	3,062	388	3,450
Repairs and Renewals	861	1,113	1,974
Salaries and Wages	43,079	60,445	103,524
Small Tools	222	-	222
Subscriptions	322	-	322
Telephone	1,284	318	1,602
Utilities	882	2,270	3,152
Van Expenses	1,461	1,332	2,793
Volunteer Expenses	14	6,037	6,051
Warehouse Costs	7,806	1,004	8,810
Food Top Up & Delivery Bags	-	14,921	14,921
	<u>114,534</u>	<u>113,896</u>	<u>228,430</u>

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2022

6 Analysis of governance and support costs

Governance costs

	Unrestricted funds General £	Total 2022 £
Independent examiner fees		
Examination of the financial statements	1,500	1,500
Other governance costs	110	110
	<u>1,610</u>	<u>1,610</u>
	Unrestricted funds General £	Total 2021 £
Independent examiner fees		
Examination of the financial statements	380	380
	<u>380</u>	<u>380</u>

7 Government grants

£40,000 (2021:£86,050) was received from Stoke on Trent City Council

£9,568 (2021:£30,500) was received from the National Lottery.

£9,998 was received from Awards4All

The amount of grants recognised in the financial statements was £59,566 (2021 - £126,550).

There were no unfulfilled conditions at the end of the year,

8 Net incoming/outgoing resources

Net incoming resources for the year include:

	2022 £	2021 £
Other non-audit services	1,500	380
Depreciation of fixed assets	<u>20,100</u>	<u>9,556</u>

9 Trustees remuneration and expenses

During the year the charity made the following transactions with trustees:

Susan Simcoe

£53 (2021: £13) of expenses were reimbursed to Susan Simcoe during the year.

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any other benefits from the charity during the year.

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2022

10 Staff costs

The aggregate payroll costs were as follows:

	2022 £	2021 £
Staff costs during the year were:		
Wages and salaries	121,843	100,915
Social security costs	2,387	814
Pension costs	2,633	1,796
	<u>126,863</u>	<u>103,525</u>

No employee received emoluments of more than £60,000 during the year.

11 Taxation

The charity is a registered charity and is therefore exempt from taxation.

12 Tangible fixed assets

	Land and buildings £	Furniture and equipment £	Motor vehicles £	Computer equipment £	Total £
Cost					
At 1 April 2021	-	18,365	40,155	11,817	70,337
Additions	<u>17,945</u>	<u>15,548</u>	<u>-</u>	<u>-</u>	<u>33,493</u>
At 31 March 2022	<u>17,945</u>	<u>33,913</u>	<u>40,155</u>	<u>11,817</u>	<u>103,830</u>
Depreciation					
At 1 April 2021	-	9,909	18,984	11,817	40,710
Charge for the year	<u>2,692</u>	<u>7,369</u>	<u>10,039</u>	<u>-</u>	<u>20,100</u>
At 31 March 2022	<u>2,692</u>	<u>17,278</u>	<u>29,023</u>	<u>11,817</u>	<u>60,810</u>
Net book value					
At 31 March 2022	<u>15,253</u>	<u>16,635</u>	<u>11,132</u>	<u>-</u>	<u>43,020</u>
At 31 March 2021	<u>-</u>	<u>8,456</u>	<u>21,171</u>	<u>-</u>	<u>29,627</u>

Included within the net book value of land and buildings above is £Nil (2021 - £Nil) in respect of freehold land and buildings and £15,253 (2021 - £Nil) in respect of leaseholds.

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2022

13 Debtors

	2022 £	2021 £
Prepayments	237	-
Other debtors	<u>3,800</u>	<u>12,062</u>
	<u>4,037</u>	<u>12,062</u>

14 Cash and cash equivalents

	2022 £	2021 £
Cash at bank	<u>476,480</u>	<u>396,701</u>

15 Creditors: amounts falling due within one year

	2022 £	2021 £
Other taxation and social security	-	7,275
Other creditors	-	6,065
Accruals	<u>1,500</u>	<u>400</u>
	<u>1,500</u>	<u>13,740</u>

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2022

16 Funds

	Balance at 1 April 2021 £	Incoming resources £	Resources expended £	Balance at 31 March 2022 £
Unrestricted funds				
<i>General</i>				
General Funds	21,820	142,858	(83,102)	81,576
<i>Designated</i>				
Designated	341,000	-	-	341,000
Total unrestricted funds	362,820	142,858	(83,102)	422,576
Restricted funds				
Food	6,965	2,420	(445)	8,940
Community Investment Fund 2	25,000	-	(19,025)	5,975
Asda Grant	3,078	20,826	(20,378)	3,526
Awards 4 All 2020	2,131	-	(2,131)	-
Albert Gubay	529	-	(529)	-
Lottery Covid	152	-	(152)	-
Trusthouse Grant	9,793	-	(9,793)	-
Local Community Fund	776	1,279	(2,055)	-
Community Foundation Covid-19	1,189	-	(1,189)	-
Tangible Fixed Assets	12,217	17,945	(10,411)	19,751
Awards 4 All 2021	-	9,998	(5,738)	4,260
Banners	-	500	(430)	70
Coalfields	-	9,568	(9,568)	-
DWP	-	40,000	(40,000)	-
Pathfinder	-	56,939	-	56,939
Van	-	40	(40)	-
Total restricted funds	61,830	159,515	(121,884)	99,461
Total funds	424,650	302,373	(204,986)	522,037

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2022

	Balance at 1 April 2020 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2021 £
Unrestricted funds					
<i>General</i>					
General Funds	143,363	334,370	(114,913)	(341,000)	21,820
<i>Designated</i>					
Designated	-	-	-	341,000	341,000
Total unrestricted funds	<u>143,363</u>	<u>334,370</u>	<u>(114,913)</u>	<u>-</u>	<u>362,820</u>
Restricted					
Food	5,495	5,476	(4,006)	-	6,965
Community Investment Fund 2	-	25,000	-	-	25,000
Asda Grant	7,512	16,853	(21,287)	-	3,078
Awards 4 All 2020	-	10,000	(7,869)	-	2,131
Albert Gubay	-	18,000	(17,471)	-	529
Lottery Covid	-	30,500	(30,348)	-	152
Trusthouse Grant	-	9,793	-	-	9,793
Local Community Fund	-	766	(766)	-	-
Community Foundation Covid-19	-	5,000	(3,811)	-	1,189
Tangible Fixed Assets	12,076	-	141	-	12,217
CAF	-	11,275	(11,275)	-	-
Christmas Vouchers	-	2,750	(2,750)	-	-
Christmas & Toys	-	250	(250)	-	-
Martin Lewis	-	5,000	(5,000)	-	-
Co-op7	-	776	-	-	776
Awards 4 All	2,886	-	(2,886)	-	-
Co-op 6	152	-	(152)	-	-
Community Investment Fund	1,166	-	(1,166)	-	-
Trussell Trust	5,000	-	(5,000)	-	-
Total restricted funds	<u>34,287</u>	<u>141,439</u>	<u>(113,896)</u>	<u>-</u>	<u>61,830</u>
Total funds	<u>177,650</u>	<u>475,809</u>	<u>(228,809)</u>	<u>-</u>	<u>424,650</u>

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2022

The specific purposes for which the funds are to be applied are as follows:

Community Investment Fund

Grant to be used for improvements to the warehouse.

Asda Grant

To be used for staffing costs.

Awards 4 All

Grant to employ a van driver for a further 12 months.

Albert Gubay

Grant towards general running costs

National Lottery

Grant towards the new portacabin

Trusthouse grant

Grant towards staffing costs

Local Community Funds

Grants to purchase food

Community Foundation

Grant to employ a driver and towards volunteer expenses

Tangible Fixed Assets

Grant to purchase new vans

Coalfields

Grant to fund part-time referral agency liaison and e-referral/signposting co-ordinator.

Stoke on Trent City Council

Received to buy food and towards heating costs for service users.

Pathfinder Project

To fund the Money Matters Project.

Charities Aid Foundation

For general running costs

Other

Several local businesses made it possible to supply Christmas vouchers and toys.

Stoke-on-Trent Foodbank

Notes to the Financial Statements for the Year Ended 31 March 2022

17 Analysis of net assets between funds

	Unrestricted funds General £	Restricted funds £	Total funds at 31 March 2022 £
Tangible fixed assets	23,267	19,753	43,020
Current assets	400,809	79,708	480,517
Current liabilities	(1,500)	-	(1,500)
Total net assets	<u>422,576</u>	<u>99,461</u>	<u>522,037</u>

	Unrestricted funds General £	Restricted funds £	Total funds at 31 March 2021 £
Tangible fixed assets	17,410	12,217	29,627
Current assets	359,150	49,613	408,763
Current liabilities	(13,740)	-	(13,740)
Total net assets	<u>362,820</u>	<u>61,830</u>	<u>424,650</u>

18 Related party transactions

There were no related party transactions in the year.

Accounts

STOKE-ON-TRENT FOODBANK ANNUAL REPORT

1ST APRIL 2020 TO 31ST MARCH 2021

Stoke-on-Trent foodbank

Registered address:

Magdalen Road, Blurton, Stoke-on-Trent, ST3 3HS

Charity Registration Number:

1150820

Company Number:

8334798

Trustees of Stoke-on-Trent foodbank for the year 01.04.2020 – 31.03.2021

- Mr Keith Stubbs (Chair)
- Mrs Jacqueline Ambler
- Mrs Lilian Dodd
- Mr Andy Godfrey
- Mrs Susan Simcoe (Secretary)

Structure, Governance and Management

- Our structure is shown in Appendix A.
- Our Memorandum and Articles of Association can be found on the Companies House website www.gov.uk/government/organisations/companies-house
- Trustees aim to meet every two months or as and when required. This provides a robust system of governance and management. During Lockdown, meetings have continued to take place online where strategic business and decision making continued as normal.
- Stoke-on-Trent foodbank operates to the Trussell Trusts model of running a foodbank by following their guidelines and governance. Our Regional Trussell Trust Area Manager representative provides ongoing support including; advice for the annual audit, policy advice, fundraising advice, national issues guidance etc.
- We have partnership agreements with all our 16 food distribution centres ensuring that consistency and good practice is maintained.
- Stoke-on-Trent foodbank is a Registered Charity and a Company Limited by Guarantee; this means that we are registered with both Companies House and the Charity Commission. Annual Accounts and an Annual Report are submitted to comply with their guidelines.
- The Statement of Accounts for the year 2020-21 is attached - see Appendix B.
- Trustees have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission.
- Operational management for the foodbank is delegated to the Operations Manager.
- The Independent Examiner of the Financial Statements of Stoke-on-Trent foodbank is Mr Glenn Parkes, Parkes & Co. LLP, Accountants, The Manse, Temple Street, Fenton, Stoke-on-Trent, ST4 4NW.
- All risks to which the charity is exposed, as identified by Trustees and the Operations Manager, are reviewed at regular intervals and procedures have been established to manage risks to an acceptable level. For example: Insurances, Risk Assessments, Financial Matters, Public Liability and Employee Liability, Safeguarding, Health & Safety, Covid Safe Risk Assessments, Policies and Standards of Practice.
- Trustees aim to ensure that the charity will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. All financial matters are reviewed at every Trustee meeting against the backdrop of income and forward commitments.
- Income is primarily in the form of individual donations, corporate donations, funding applications and under normal circumstances - fundraising events.

- Trustees have considered the level of reserve funds they wish to retain, appropriate to the charity's needs. This is based on the charity's size and the level of financial commitments. Trustees will endeavour not to set aside funds unnecessarily and will ensure that we maintain sufficient reserve funds to fulfil staff salaries and general outgoings for a minimum period of 3 calendar months. This is to be reviewed for the 2021/22 reporting period.

Aim

The Objects of Stoke-on-Trent foodbank are recorded in our Memorandum and Articles as:

'the prevention and relief of poverty in Stoke-on-Trent and the surrounding area, by providing food to local people who are in need of emergency supplies, and by such other means as the Trustees may determine'.

The Stoke-on-Trent Foodbank operates to Trussell Trust guidelines for food distribution via a standard picking list. Every person with a voucher code presenting themselves at one of our food distribution centres will receive a three days' emergency food parcel. Food is given out to all individuals experiencing temporary food crisis either due to; poverty, sudden loss of employment, reduction in hours of employment, benefit related issues, or other crises within their household. Individuals can receive up to 3 vouchers per crisis as a general principle, however this is reviewed at regular intervals and throughout the pandemic was increased to 8. The Stoke-on-Trent Foodbank supports people who are referred by a wide range of front-line agencies operating across the city including: Citizens Advice, schools, Social Care & Health and statutory and voluntary sector organisations. Again, under normal circumstances, clients would receive a warm welcome at distribution centres and in addition to being signposted for further support to ensure clients receive the best help to resolve their issues/crisis, they would also be offered benefit and debt advice. However, during this reporting period, our operating model needed to be altered to comply with Covid 19 Government social distancing regulations. The Stoke-on-Trent Foodbank works with partners in order to reduce the requirement for foodbank clients having to make return visits.

Words of introduction from Keith Stubbs Chair of Foodbank Trustees

Hello Friends of Foodbank

This is my fourth year as Chair of Trustees and how time has flown, however when I took over from Sue Simcoe at the 2017 AGM I could never have imagined how things would pan out over the coming years leading up to the present day.

At that time, our unofficial five-year goal was for the need for a Foodbank across Stoke-on-Trent to come to an end by approx. 2021/22, how naïve we all were.

None of us could have predicted what has taken place over the past 3/4 years and how poverty and hardship would become such a hot topic, even high-profile footballers shouting up and campaigning for those most in need.

Yet here we are, now more than halfway through 2021 and such issues are as important today as they have ever been and certainly the need to have a Foodbank charity operating across our city has never been more essential.

It is during exceptional times of difficulty that we also get to see the best in people and that is what we at the Foodbank have experienced in the past 18 months, with unprecedented levels of assistance from local individuals and organisations who have stepped up to support our work, without which we would not have been in a position to continue serving those in need to the level that we were able to.

For those reading this report who represent one of the many local organisations and businesses that have been and continue to support our activity, can I offer my sincere thanks for your support, and for those reading this report who are one of the many volunteers that give of your time day in day out, again on behalf of all Trustees and staff a huge thanks for your ongoing support without which we could not continue.

Looking forward to this autumn and winter, with the continued effects of the pandemic, the changes to Universal Credit benefits and with the increased costs for food and fuel, I cannot help feeling that this next chapter for the Foodbank is going to be more challenging than ever. However, to end on a positive note, I feel confident that the Stoke-on-Trent Foodbank charity have never been more prepared and motivated to face whatever comes our way.

I commend to you this 2020/2021 annual report and trust that your support will continue into 2022 and beyond.

Kind Regards

Keith Stubbs

Chair of Trustees

Activity

During the 2020/21 reporting period: local schools, businesses, faith groups, individuals and over 250 volunteers have continued to provide vital support to the Stoke-on-Trent Foodbank despite the impact of the pandemic. Local people and organisations have donated a record amount of food and other essential items.

This has enabled Foodbank to provide 13,594 three-day emergency food parcels through the usual referral route (8,292 adults and 5,302 children). However, in addition to normal operations an additional 3,397 Covid emergency food parcels were also delivered, taking the grand total to record figure of 16,991 for individuals and families supported during this reporting period. The additional home delivery service was introduced for those most affected by Covid who were required to shield or self isolate which enabled these individuals and families to have access to food provisions and other essentials which were delivered to their door step.

The top three reasons for foodbank referral were:

low income (47%); benefit delay (12%); benefit changes (8 %):

Summary of achievements & developments during 2020/21 operating period

All Stoke-on-Trent Foodbank activity indicated below should be read against the backdrop of the exceptional circumstances presented as a result of the pandemic. Trustees wish to formally express their thanks and appreciation to all individuals who have worked tirelessly to ensure that operational activity continued throughout this difficult period.

1. Trustees and staff have focused an enormous amount of effort during the past 12 months to ensure that the Foodbanks two priorities are achieved, these include:
 - Ensuring that the charity can meet its financial obligations
 - Ensuring that sufficient items of food and other essentials continue to be received in order to meet growing demand

2. Emergency food continues to be issued out via the 16-food distribution centres located across the city including Biddulph. However, since April 2020 an amended way of working was introduced at all centres which involved clients receiving their emergency food parcel whilst waiting outside of each centre, thereby maintaining social distancing. This system of operating is still in place as of the 31st March 2021. In addition, during lockdown periods, the warehouse introduced a home delivery service to support residents who were shielding or sick and were supported by Foodbank staff and volunteer drivers as well as drivers from British Gas and Stoke City Community Team. The office team introduced new operating systems as a result of the suspension of direct support that would normally be delivered by frontline professionals. This meant that red foodbank vouchers were no longer being issued. Staff worked from the main office/home over extended hours to pick up direct and indirect referrals from referral agents for individuals who were without access to foodbank vouchers. This represented a massive change in roles performed, together with a huge increase in the number of calls and emails received, however it has been a great success which triggered and accelerated the transition to e-referral across our network of referral partners which started in October 2020, and we now deliver a Foodbank based Referral Service Monday - Friday 9am - 2pm.
3. A number of new roles were created to meet growing demands for our services and to further improve working relationships with businesses, schools, communities and referral agencies. These include: Caroline Wolfe in the role of Business and Community Liaison and Nicola Shaw in the role of Referral Agencies Coordinator. Both joined the team September 2020. Maggie Bradley joined the team in November 2020 to support E-referral and the fundraising team and took on the role of Centre Lead Coordinator in February 2021. This makes a total of 10 staff members.
4. Two years ago, the Foodbank started to receive regular monthly donations from the Macari Foundation. I am pleased to report that this arrangement is still in place. Special thanks are extended to Lou Macari for the extremely generous support given to the SOT Foodbank.
5. IT support is now in place from ARC.
6. A virtual AGM was delivered last September where the annual report and accounts were shared with all SOT Foodbank friends, partners and supporters.
7. In March 2019 the Stoke South Methodist Circuit met to discuss the long-term use of their church building in Blurton. They overwhelmingly voted to grant a 5-year lease to the SOT Foodbank for continued use of the building as our main warehouse/office. Money has now been spent on the warehouse to ensure that it is fit for purpose with further development work planned for 2021 (see 11 below).
Thanks, are extended to the Stoke South Methodist Circuit for their ongoing support.
8. The warehouse has again been the centre of an enormous amount of activity with a huge turnover of stock. Despite operating under social distancing and lockdown conditions, Trustees are pleased to report that the amount of food donated has increased significantly.
Demand during this same period also increased.

Total food donated; 2020/21 – 146,836.30 kg up 33.52% on the previous year
Total food distributed; 2020/21 – 125,983.10 kg up 15.32% on the previous year

In September the 2019/20 annual stock audit took place and I am pleased to report that this audit was extremely successful with 48 tonnes of food in the warehouse at that time, the audit showed that there was only 223kg difference which is a negligible discrepancy. This clearly indicates the efficiency and effectiveness of those running the warehouse. The September audit took place because of the delayed audit that was to

have taken place in March 2020 due to Covid-19 restrictions and the 2020/21 audit took place on the 31st March 2021. The discrepancy shows a 1.32% gain which equates to: 745kg

December 2020 saw record food donations from local individuals, groups and businesses.

The total incoming stock donations for December 2020 was an incredible 23 tonnes compared to 16.3 tonnes the previous December.

Thanks, must once again be recorded to those who manage and volunteer in the warehouse for their hard work during what was a very challenging time and for keeping this vital element of the Foodbank activity working smoothly.

9. Leading up to last year's harvest festival period Sept/Oct, Trustees were not sure if schools would be able to support the SOT Foodbank as a result of the pandemic. However, I am very pleased to report that as a result of Foodbank producing a promotional harvest video which was sent out to all schools last September, an enormous amount of food was subsequently donated by participating schools, far beyond our expectations. A total of 6,857.10 kg was received during the harvest festival period. However, it is important that we continue to work hard to secure the support from even more schools in order to further increase the amount of food donated as a result of ever-increasing demand.
10. A partnership was established November 2019 with Steelite International which involved the Foodbank storing some of our long dated non-perishable food at their warehouse in Chesterton. This resulted in extra space being made available at our warehouse during the last 15 months. The arrangements have been extended for a further 12 months and currently there are approx. 1,575 crates being stored at this facility. Thanks to managers at Steelite for allowing us to use this warehouse facility. However, Trustees are keen to explore the possibility of securing an additional storage unit approx. 10m x 15m to further relieve the pressure on the main warehouse during those periods in the year when larger amounts of food donations are received.
11. Plans were put in place to further improve the warehouse facilities and will be completed spring 2021;
 - the internal stage was removed to provide additional storage space
 - a container unit has been located to the rear of the premises to provide additional storage capacity
 - plans have been put in place to locate a portacabin to the side of the warehouse. This will increase office accommodation space and will include a meeting room
 - one of the toilet blocks is to be removed and the space converted into additional food storage
 - a new carparking facility is to be provided to the front of the building
 - the driveway surface up the side of the building where the vans load and unload stock is to be renewed
 - improvements for accessing the building to the front is to be provided with a new disabled ramp
12. Foodbank is a member of several city-wide groups that oversee, monitor and scrutinise local welfare reforms and hardship issues. Foodbank continues to work closely with key partners to both highlight and address the impact and consequences of poverty and hardship.
13. Trustees met with all three local MPs in December to talk about issues that affect the lives of those living in poverty and hardship. Discussions included the matter of free school meals where Trustees registered their disappointment regards the vote that took place in the House of Commons last October to not extend free meals during school holidays until Easter 2021. It was agreed to continue to maintain positive links with the aim of working with all three MPs on matters that affect the lives of struggling individuals and families.
14. Christmas 2020
In order to ensure that as many individuals and families as possible would be able to enjoy a festive meal on Christmas day, discussions took place last Autumn with a number of local businesses which resulted in an amazing response meaning that hundreds of Christmas dinners were sent out to struggling families across Stoke-on-Trent.

During the month of December, Foodbank clients were issued with retail vouchers which they could exchange at Farm Foods outlets and purchase a Christmas day festive meal. Each voucher was issued in addition to clients receiving their 3-day food parcel.

The Farm Foods vouchers were sponsored by local businesses;

100 x £15 family vouchers & 100 x £10 couples vouchers by Altechnic Ltd,

100 x £5 individuals' vouchers by Roy Evans & Sons

In addition, 100 Christmas turkey crowns, Christmas puddings and full Christmas dinner ingredients were provided and distributed in wrapped gift boxes.

McLaughlin's Surveyors provided 100 Christmas Dinners which were delivered to the doorstep of clients on December 23rd together with toys for those families with children, which were provided from our toy donations appeal.

With churches and other community centres prevented from hosting dinners on Christmas day for vulnerable and isolated families due to the restrictions imposed by the pandemic, Foodbank partnered with Swan Bank Methodist church to ensure that just over 300 Christmas dinners were provided and delivered to families across the city.

Finally, Foodbank worked in collaboration with Stoke City Community Trust and Stoke-on-Trent College to provide cooked Christmas dinners for 130 homeless people. These meals were distributed through one of our Trustee - Jackie Ambler at the Stoke-on-Trent Community Night Shelter.

15. The foodbank website is regularly updated. You are encouraged to have a look at the site which will keep you informed of all activities and plans and also ways that you can support the charity.

www.stokeontrent.foodbank.org.uk

16. E-referrals remain the most effective way of issuing vouchers and a decision was made to further extend e-vouchers issued by referrers. Foodbank needed to change to the e-referral system because of the pandemic, which enabled us to meet clients' needs directly. This was as a result of little or no face-to-face activity being delivered across the city.
17. Food drives - Tesco, Sainsburys and Asda continued with this activity on our behalf without the need for Foodbanks involvement. Lidl and Morrisons have introduced collection points instore.
18. Money Matters - Benefit and Debt Advice has continued to be offered during the period of amended working. Advice delivered: one off advice 511, further advice 617, energy related advice 256, fuel vouchers 313, debt advice support 253, new benefit cases 5 and new debt cases 17.
19. The Trussell Trust continues to promote the Stoke-on-Trent Foodbank as a centre of excellence for a number of reasons including: strong governance, partnership working and proactive approach to issues/challenges. As a result, we have contributed to the Trussell Trust newly formed Strategic Consultation Group; the aim of the Group is to bring together those foodbanks from across the UK that are recognised as operating effectively and efficiently with the use of smart operational systems, as well as being a key partner with local organisations who are addressing poverty & hardship issues. Stoke-on-Trent Foodbank is one of twenty Foodbanks contributing to the Consultation Group with the aim of sharing best practice nationally. This involved one of our Trustees attending several focus group meetings which has helped to develop a new and ground breaking National Strategy to:

'challenge the structural economic issues that lock people in poverty, and campaign to end the need for foodbanks in the UK' (*Trussell Trust Web Site, 09.2020*).

Stoke-on-Trent foodbank is now in the process of becoming a 'Pathfinder Foodbank' working with the Trussell Trust to make a difference to the circumstances of people experiencing hardship in our local area.

Three Priorities have been established for year one of the Pathfinder Project:

PRIORITY 1: To be sustainable, effective and fit for purpose for as long as we are needed

- As part of this priority we are accessing a new Volunteer Management tool which will enable us to strengthen our relationship and communicate effectively with our 200 plus volunteers. We will also be developing closer links with people who have 'lived experience of poverty' to learn the valuable lessons they can teach us and ensure that our service is 'fit for purpose' and fulfilling their needs.

PRIORITY 2: Last resort: The Foodbank is working with partners to re-design local referral pathways to help ensure that people have access to all available support before they need to be referred to the food bank

- Our Referral Agency Coordinator is building strong links with the many Referral Agencies who enable people in crisis to receive food support. We will therefore learn from each other and be able to make our referral pathways robust and 'fit for purpose'.

PRIORITY 3: Financial Inclusion: The Foodbank is enabling people referred to them to access income maximisation advice and support in order to reduce second visits

- We will continue to work closely with Money Matters and to engage with the key local forums and groups to achieve this priority.

20. Training and development

Staff: All staff up to date

Volunteers;

Induction Training	101 new volunteers101
Health & Safety	101
Safeguarding	101
Data protection	101
Food Hygiene	10

21. All policy documents are in place and are reviewed annually by the Operations Manager.

22. In order to create positive links with educational settings and youth groups across the city a new initiative was devised and created in house by a staff member in May 2020 called the Stoke on Trent Foodbank Young Ambassadors Programme [YAP]. Lilian Dodd joined Foodbank as a new Trustee around that time and agreed to represent the Trustee Board on this programme. Caroline Wolfe has worked tirelessly to maintain and develop foodbank links throughout the pandemic, particularly through Harvest 2020 and Christmas 2020 initiatives. We invited Imogen age 10, who fuelled the inspiration behind [YAP] when she climbed Snowdon in July 2020 to raise funds for the foodbank, and Charlotte a pupil at Trentham High School who worked voluntary hours with her friend Gemma at the warehouse to support their Duke of Edinburgh Gold Award, supported by Lilian Dodd to become the first Stoke on Trent Foodbank Young Ambassadors, and we are so happy they agreed. Caroline and Lilian will resume their liaison and interaction with schools in the new term 2021 so we can invite many more new Stoke on Trent Young Ambassador Programme children and young people to work with us.

23. During this challenging time, it has been extremely encouraging for all at the Foodbank to see how incredibly blessed we have been by the amazing generosity shown by a wide range local business and organisations who have supported our work by providing both financial gifts and food donations.

- £25,000 donated from a local company who wished to remain anonymous
- AASHA £3,210
- £5,250 D&G Buses
- £10,000 Seven Trent Water Board
- £58,000 SCFC
- £60,800 DEFRA
- £3,000 Cobra Biologics
- Jim Bradbury who has continued to coordinate frozen food deliveries from DHL Nissa
- Water Plus
- Dunelm
- Walkers Non-Such Toffees
- Bassetts Transport
- Baskervilles food
- Jones and Shuffs food
- Novus Property Solutions food
- Trentham Estate food
- XPO Logistics and Advanced Flooring Solutions food
- SOT Housing Society
- Midland Elements Ltd
- Cubis
- Arnold Clark Cars
- National Education Union
- Wizard of Drizzle football blog
- Big Lottery
- Co-op
- Albert Gubay
- Martin Lewis
- Baskervilles Demolition
- Ad Modular Portacabin
- Trust House Foundation

Community groups now supporting our work include;

Star Bikers, Blythe Bridge Rotary Club, Minhaj Welfare Foundation, Unison, Douglas Macmillan Hospice, Ward 79 UHNM, Keele University, schools including: Ash Green, Biddulph High, Forsbrook Primary, Maple Court Academy, Meir Heath Academy, Thomas Moore Catholic Academy and for churches: Breathe New Life Church, English Martyrs RC Church, Swan Bank Methodist Church (including a Food Drive from Radwell Ltd), Temple Street Methodist Church, Trentham Methodist Church, Trentham Parish Church, Trent vale, Penkhill and Hartshill Churches, Werrington Methodist Church and West End Methodist Church. One Bomb Boxing Gym are a new community group/enterprise based in Longton who collected and donated a large quantity of food. Trentham Parish Church have been regularly collecting on a Saturday morning since November 2020. They collect the Foodbank van then parking it on the Man in Space carpark so that local people living in Trentham could donate food. Total so far is **4,025.05kg**

24. Stoke-on-Trent Foodbank granted £2,000 to the Night Shelter in order to help them with food provision for rough sleepers and other individuals who were housed during the covid restrictions and lockdowns. Night Shelter used this gift to provide hot meals which were collected by individuals from the shelter and to provide other basic essential supplies for those in need. It has enabled Night Shelter to provide meals twice a week to individuals who had been placed in bed and breakfast accommodation as well as providing snacks, coffee, tea and milk. In addition, they gave out food parcels to those moving in to new accommodation after their emergency placements have ended.

This new arrangement has successfully supported many individuals who have found lockdown to be particularly challenging and the Foodbank looks forward to further supporting the Night Shelter.

25. Successful funding applications are as follows:

- £10,000 Awards for All to employ a van driver for a further 12 months
- £1,542.29 Co-op Community Fund going towards the purchase of food items
- £23,251.74 ASDA for staffing costs
- £5,000 Community Foundation for driver and volunteer expenses
- £25,000 Community Investment Fund allowing Foodbank to make the additional improvements to the warehouse indicated 11 above.
- £30,500 Lottery for funding the new porta-cabin
- £18,000 AG Foundation general running costs
- £16,275 Christian Aid Foundation for general running costs
- £9,793 Trusthouse Charitable Foundation for staffing
- £400 Neighbourly Community Fund general running costs

The generosity, support and commitment provided by local individuals, companies and organisations to the Foodbank during 2020/21 has allowed Trustees to not only strengthen logistics and infrastructure, but also to launch a 'Financial Action Plan' covering the next three years' delivery. To realise and manage this ambition a small dedicated team has now been established to oversee financial planning, allowing the remaining Trustees and Operations Manager to concentrate their efforts on delivering the service effectively and efficiently to all our clients.

26. A new van was purchased in January with the support of TVC Vehicle Rentals Ltd who very kindly agreed to pay for all signage to the front, sides and rear of the van. This further increases operating capacity to meet growing demand both for collecting donated food as well as taking food out to all distribution centres.
27. One of the objectives given to Caroline as Business and Community Liaison, was to establish closer links with local businesses and companies. To that end, an initiative called '21 for 2021' was launched with the aim of securing the support from 21 businesses and inviting them to each pledge £1,000 to the Foodbank charity ensuring that Foodbank would be in a stronger position to continue to support people throughout 2021 and beyond. In addition, this project hopes to further raising the profile of the Foodbank city-wide.
28. Stoke City FC helped Foodbank last Christmas by carrying out a food collection at their ground. They also attended the warehouse to raise the profile for the work of the Foodbank.

Conclusion

I indicated at the start of this report that Trustees have been overwhelmed by the commitment and support for Foodbank shown by all staff, volunteers and local organisations during the past 12 months. Back in April 2020 during the first lockdown, it was a very real concern for Trustees that Foodbank activity may suffer as a result of a downturn in donations received at our warehouse and also problems with volunteers not being available to carry out Foodbank related work at both the main warehouse as well as at all distribution centres. However, 12 months on, centres remained open and our data shows that a record amount of food was donated to the Foodbank, meaning that the warehouse has never been so full of food and other essential items in addition to what is also being stored at the Chesterton warehouse. But sadly, data produced by local organisations including the City Council indicate that those in need across the City remains high, therefore the demand upon our services will no doubt continue.

So, in conclusion it is with mixed feelings and emotions that I commend this report to you and trust that you will continue to support our work and I invite you to also share with others about the work of the Foodbank, our aims and objectives and to highlight the impact that we are making city-wide for the most vulnerable members of our society.

Trustees, staff and volunteers at the Foodbank must now ensure that we are well placed for the coming 12 months and beyond in order to meet the ever increasing demands we know are sadly coming our way.

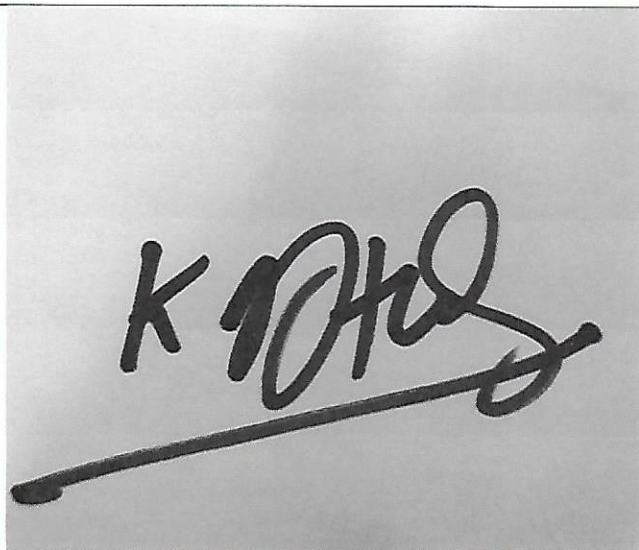
Signature of Chair of Trustees,

Mr Keith Stubbs,

15th October 2021

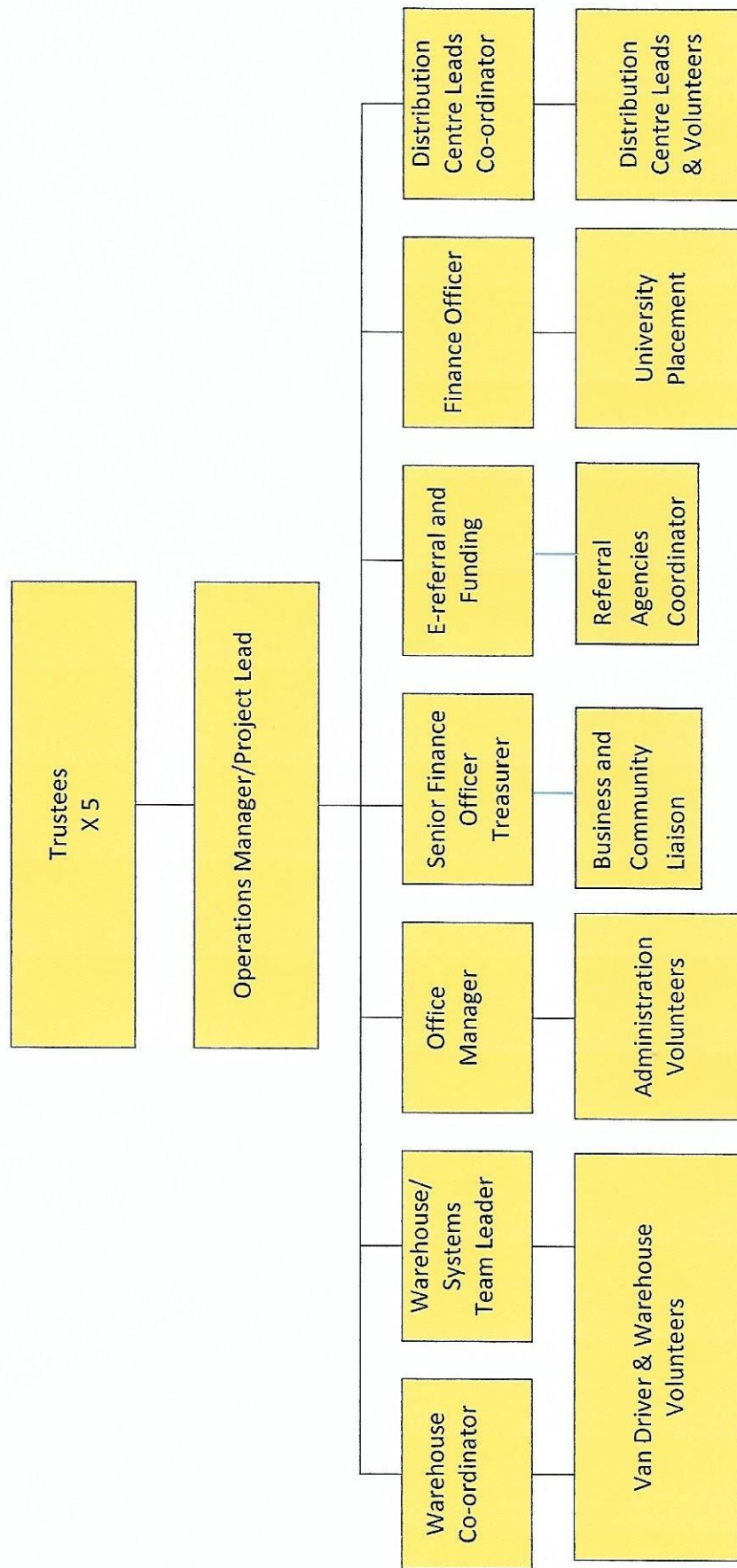
Thank-you for supporting the

Stoke-on-Trent foodbank



Appendix A

Structure Chart - Stoke-on-Trent Foodbank



Appendix B

Statement of Accounts 01.04.2020 to 31.03.2021

**Independent Examiner's Report to the Trustees of
Stoke-on-Trent Foodbank Ltd
for the period ended 31st March 2021**

I report on the accounts of the Charity, which are set out on pages 1 to 7.

Respective responsibilities of Trustees and examiner

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

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

Basis of Independent examiner's report

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

Independent examiner's statement

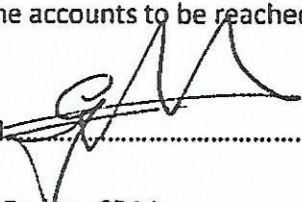
In connection with my examination, no matter has come to my attention.

1. Which gives me reasonable cause to believe that in any material respect the requirements:

- . to keep accounting records in accordance with section 130 of the 2011 Act; and
- . to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act.

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed  Date 5th October 2021

Glenn Parkes, CPAA
Glenn Parkes & Co Ltd
The Manse
Temple Street
Stoke-on-Trent
ST4 4NW

STATEMENT OF FINANCIAL ACTIVITIES (including the Income and Expenditure Account)
FOR THE YEAR ENDED 31 MARCH 2021

	Note	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Unrestricted Funds £	Restricted Funds £	Total 2020 £
Incoming Resources							
Incoming resources from generated funds							
Voluntary income	3	252,173.37	8,226.07	260,399.44	112,042.05	2,430.00	114,472.05
Investment income	4	347.59	-	347.59	696.08	-	696.08
Incoming resources from charitable activities	5	81,848.54	133,213.49	215,062.03	1,129.00	83,555.53	84,684.53
Total Incoming Resources		334,369.50	141,439.56	475,809.06	113,867.13	85,985.53	199,852.66
Resources Expended							
Charitable activities	6	114,532.50	113,896.40	228,428.90	64,275.11	88,074.83	152,349.94
Governance costs	7	380.00	-	380.00	380.00	-	380.00
Total Resources Expended		114,912.50	113,896.40	228,808.90	64,655.11	88,074.83	152,729.94
Net Incoming Resources before Transfers		219,457.00	27,543.16	247,000.16	49,212.02	(2,089.30)	47,122.72
Transfer between funds		-	-	-	-	-	-
Net income		219,457.00	27,543.16	247,000.16	49,212.02	(2,089.30)	47,122.72
Reconciliation of Funds							
Total Funds at the Start of the Year		143,362.99	34,287.10	177,650.09	94,150.97	36,376.40	130,527.37
Total Funds at the End of the Year		362,819.99	61,830.26	424,650.25	143,362.99	34,287.10	177,650.09

The company made no recognised gains and losses other than those reported in the income and expenditure account

STOKE-ON-TRENT FOODBANK LIMITED
BALANCE SHEET
AS AT 31 MARCH 2021

	Note	2021		2020	
		£	£	£	£
FIXED ASSETS					
Tangible assets	8		29,627.15		12,076.32
CURRENT ASSETS					
Debtors	9	12,062.38		3,442.47	
Cash at bank and in hand		396,700.82		168,218.55	
		<u>408,763.20</u>		<u>171,661.02</u>	
CREDITORS: Amounts falling due within one year	10	<u>13,740.10</u>		<u>6,087.25</u>	
NET CURRENT ASSETS			395,023.10		165,573.77
NET ASSETS			<u>424,650.25</u>		<u>177,650.09</u>
FINANCED BY:					
Restricted funds		61,830.26		34,287.10	
Designated Funds		341,000.00		-	
Unrestricted funds		<u>21,819.99</u>		<u>143,362.99</u>	
		<u>424,650.25</u>		<u>177,650.09</u>	

In approving these financial statements as trustees, and directors, of the company we hereby confirm the following:
For the year ending 31 March 2021 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies
The members have not 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 trustees/directors acknowledge their responsibilities for complying with the requirements of the Companies Act with respect to accounting records and the preparation of accounts
These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies' regime and in accordance with FRS102 SORP.

The accounts were approved by the board of trustees on

5th October 2021

Keith Stubbs
KEITH STUBBS

(Chair of Trustees)

1. ACCOUNTING POLICIES

1a. Basis of accounting

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with:

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

1b. Tangible fixed assets

Fixed assets are shown at historical cost

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life by the straight line method

Fixtures and Fittings	25%
Computer Equipment	33.33%
Motor Vehicles	25%

1c. Taxation

The charitable company is exempt from taxation under sections 466 to 493 of the Corporation Tax Act 2010

The charity is exempt from taxation under section 521 to 536 of the Income Tax Act 2007 (ITA 2007)

1d. Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

1. ACCOUNTING POLICIES (CONTINUED)

1e. Funds

The Restricted Funds are restricted income funds given to the charity for specific purposes. They are expendable by the trustees in furtherance of particular projects within the charity objects.

The Unrestricted Funds are funds expendable at the discretion of the trustees in furtherance of the objects of the charity.

2. EMPLOYMENT COSTS

	2021	2020
	£	£
Employee costs during the year amounted to		
Wages and salaries	100,914.83	68,923.52
Social security costs	813.93	205.94
	<u>101,728.76</u>	<u>69,129.46</u>

The average monthly numbers of employees during the year was 5.8.

3 VOLUNTARY INCOME

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Unrestricted Funds £	Restricted Funds £	Total 2020 £
Donations						
AASHA	3,210.00	-	3,210.00	-	-	-
Amazon	-	-	-	35.93	-	35.93
Asda Top Up	1,556.88	-	1,556.88	-	-	-
Charities Aid Foundation	4,765.00	-	4,765.00	-	-	-
D&G Buses	5,250.00	-	5,250.00	-	-	-
Food	-	5,476.07	5,476.07		2,430.00	2,430.00
Justgiving	50,310.59	750.00	51,060.59	9,083.78	-	9,083.78
Lord Mayor's Charity	-	-	-	12,600.00	-	12,600.00
Macari Foundation	29,000.00	-	29,000.00	22,000.00	-	22,000.00
Monetary	134,289.24	2,000.00	136,289.24	29,766.41	-	29,766.41
Paypal	1,941.11	-	1,941.11	190.00	-	190.00
Sainsburys	1,866.83	-	1,866.83	-	-	-
Sodexo	-	-	-	4,905.25	-	4,905.25
Special Fundraising Events	338.64	-	338.64	1,125.30	-	1,125.30
Stoke-on-Trent City Council	-	-	-	20,000.00	-	20,000.00
Tesco Fooddrive	-	-	-	1,869.99	-	1,869.99
Tesco Top Up	911.45	-	911.45	5,443.74	-	5,443.74
Gift Aid	18,733.63	-	18,733.63	5,021.65	-	5,021.65
	<u>252,173.37</u>	<u>8,226.07</u>	<u>260,399.44</u>	<u>112,042.05</u>	<u>2,430.00</u>	<u>114,472.05</u>

4 INVESTMENT INCOME

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Unrestricted Funds £	Restricted Funds £	Total 2020 £
Bank interest receivable	<u>347.59</u>	<u>-</u>	<u>347.59</u>	<u>696.08</u>	<u>-</u>	<u>696.08</u>

5 INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Unrestricted Funds £	Restricted Funds £	Total 2020 £
Grants						
Albert Gubay Charitable Foundation	-	18,000.00	18,000.00	-	-	-
Asda/Trussell Trust	6,398.54	16,853.20	23,251.74	-	25,803.70	25,803.70
Awards for All	-	10,000.00	10,000.00	-	-	-
Charities Aid Foundation	-	11,275.00	11,275.00	-	-	-
Community Foundation for Staffs.	-	5,000.00	5,000.00	-	-	-
Co-op	-	1,542.29	1,542.29	-	2,751.83	2,751.83
National Lottery Covid-19 Response	-	30,500.00	30,500.00	-	-	-
Martin Lewis	-	5,000.00	5,000.00	-	-	-
Masonic Charitable Fund	3,750.00	-	3,750.00	-	-	-
Neighbourly Community Fund	400.00	-	400.00	-	-	-
Severn Trent Water	10,000.00	-	10,000.00	-	-	-
Stoke-on-Trent City Council - DEFRA	60,800.00	-	60,800.00	-	-	-
SOTCC Community Investment Fund	-	25,000.00	25,000.00	-	50,000.00	50,000.00
SOTCC Councillors Ward Budget	-	250.00	250.00	1,129.00	-	1,129.00
Tesco Bags for Life	500.00	-	500.00	-	-	-
Trust House Foundation	-	9,793.00	9,793.00	-	-	-
Trussell Trust	-	-	-	-	5,000.00	5,000.00
	<u>81,848.54</u>	<u>133,213.49</u>	<u>215,062.03</u>	<u>1,129.00</u>	<u>83,555.53</u>	<u>84,684.53</u>

6 CHARITABLE ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Unrestricted Funds £	Restricted Funds £	Total 2020 £
Advertising & Promotion	10.00	1,381.68	1,391.68	80.00	181.40	261.40
Bank Service Charges	92.10	-	92.10	90.37	-	90.37
Community Outreach	734.92	3,000.00	3,734.92	14.00	-	14.00
Computer & I.T. Expenditure	2,310.60	823.50	3,134.10	235.02	-	235.02
Debt Advice Service	30,000.00	-	30,000.00	-	-	-
Depreciation	5,803.25	8,858.92	14,662.17	-	9,556.36	9,556.36
Distribution Centre Costs	12,028.90	2,285.90	14,314.80	-	-	-
Health & Safety	-	7,322.69	7,322.69	279.10	15.64	294.74
Insurance	1,303.23	-	1,303.23	1,308.82	-	1,308.82
Justgiving Charges	860.43	994.85	1,855.28	659.77	-	659.77
Office Expenses	938.42	815.48	1,753.90	491.85	422.00	913.85
Payroll Admin Costs	891.80	-	891.80	582.56	-	582.56
Pension - E'ers Costs	1,650.02	145.80	1,795.82	1,430.80	-	1,430.80
Postage and Delivery	32.17	117.42	149.59	62.50	64.25	126.75
Printing and Copying	533.81	466.36	1,000.17	1,761.69	436.32	2,198.01
Professional Fees	3,062.27	387.73	3,450.00	5,000.00	-	5,000.00
Repairs & Renewals	860.73	1,113.46	1,974.19	-	-	-
Salaries and Wages	41,429.32	60,299.44	101,728.76	45,131.43	23,998.03	69,129.46
Small Tools & Equipment	222.00	-	222.00	-	-	-
Software	-	-	-	498.14	8.76	506.90
Subscriptions	322.00	-	322.00	811.97	-	811.97
Telephone & Broadband	1,283.71	318.52	1,602.23	1,108.35	-	1,108.35
Travel, Conferences & Meetings	-	-	-	166.20	4.20	170.40
Utilities	881.52	2,269.88	3,151.40	2,332.83	-	2,332.83
Van Expenses	1,460.73	1,332.54	2,793.27	1,237.06	1,610.84	2,847.90
Volunteer Training & Expenses	14.30	6,036.88	6,051.18	-	1,513.96	1,513.96
Warehouse Costs	7,806.27	1,004.60	8,810.87	992.65	48,851.52	49,844.17
Food Top Up & Delivery Bags	-	14,920.75	14,920.75	-	1,411.55	1,411.55
	<u>114,532.50</u>	<u>113,896.40</u>	<u>228,428.90</u>	<u>64,275.11</u>	<u>88,074.83</u>	<u>152,349.94</u>

7 GOVERNANCE COSTS

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Unrestricted Funds £	Restricted Funds £	Total 2020 £
Independent examination	<u>380.00</u>	<u>-</u>	<u>380.00</u>	<u>380.00</u>	<u>-</u>	<u>380.00</u>

8. TANGIBLE FIXED ASSETS

	Year Ended 31st March 2021										Year Ended 31st March 2020				
	Fixtures & Fittings					I.T. Equipment					Motor Vehicles				
	Restricted		Unrestricted		Total	Restricted		Unrestricted		Total	Restricted		Unrestricted		Total
	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£
Cost															
At 1 April 2020	7,979.60	437.79	8,417.39			10,767.97	1,048.81	11,816.78		17,890.00	36,637.57	1,486.60	38,124.17	8,417.39	11,816.78
Additions	9,000.00	948.00	9,948.00			-	-	-	22,265.00	22,265.00	9,000.00	23,213.00	32,213.00	-	-
At 31 March 2021	16,979.60	1,385.79	18,365.39			10,767.97	1,048.81	11,816.78	22,265.00	40,155.00	45,637.57	24,699.60	70,337.17	8,417.39	11,816.78
Depreciation															
At 1 April 2020	4,989.80	437.79	5,427.59			10,626.45	1,048.81	11,675.26	-	8,945.00	24,561.25	1,486.60	26,047.85	3,932.69	8,086.30
Disposal	-	-	-			-	-	-	-	-	-	-	-	-	-
For the year	4,244.90	237.00	4,481.90			141.52	-	141.52	5,566.25	10,038.75	8,858.92	5,803.25	14,662.17	1,494.90	3,588.96
At 31 March 2021	9,234.70	674.79	9,909.49			10,767.97	1,048.81	11,816.78	5,566.25	18,983.75	33,420.17	7,289.85	40,710.02	5,427.59	11,675.26
Net Book Amounts															
At 31 March 2021	7,744.90	711.00	8,455.90			-	-	-	16,698.75	21,171.25	12,217.40	17,409.75	29,627.15	2,989.80	141.52
At 31 March 2020	2,989.80	-	2,989.80			141.52	-	141.52	-	8,945.00	12,076.32	-	12,076.32	2,989.80	141.52

9 DEBTORS

	2021	2020
	£	£
Gift Aid	12,062.38	3,442.47

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Other creditors including taxation and social security	7,275.30	5,707.25
Portacabin	6,064.80	-
Accruals	400.00	380.00
	13,740.10	6,087.25