



Trustees' Annual Report for the period

	Period start date			Period end date			
From	01	July	2023	To	30	June	2024

Section A Reference and administration details

Charity name

Mid Norfolk Foodbank

Other names charity is known by

Registered charity number (if any) 1151547

Charity's principal address

Wellspring Family Centre

35 Neatherd Road

Dereham

Postcode

NR19 2AE

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	David Pearson	Chairman		
2				
3	Candida Jill Rogers	Safeguarding Officer		
4	Trevor Charles Theobald			
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Independent Examiner	Mr Toby Rouse	3 Stigands Gate, Dereham, NR19 2HF

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	CIO Foundation Constitution adopted 01 March 2019
How the charity is constituted (eg. trust, association, company)	CIO Foundation approved by the Charity Commission on 22 March 2019
Trustee selection methods (eg. appointed by, elected by)	In accordance with Constitution Section 10. By recommendation from the existing trustees.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- Trustees' consideration of major risks and the system and procedures to manage them.

Mid Norfolk Foodbank is constituted as a stand-alone Charitable Incorporated Organisation and operates as a member of the Trussell Trust Network of foodbanks. Our policies and procedures are guided by the Franchise Agreement and Operating Manual of the Trussell Trust and all statutory legislation.

The Foodbank is registered with the Information Commissioner and Food Standards Agency.

The Trustees meet quarterly and are responsible for the strategic direction and policies of the CIO. The Trustees are also responsible for the financial and legal administration of the CIO. The Trustees are supported by a small management team of volunteers led by David Pearson. Suzanne Bushby is retained on a self-employed basis as Operations Manager

The Foodbank is deemed to be a low risk project which can be terminated at short notice with no detriment to the charity or trustees. The accounts show that the annual operating costs of the Foodbank are covered by reserves to sustain the project for at least 3 years for the benefit of local people in need.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The object of the CIO is:

(1) To relieve persons in the United Kingdom and elsewhere in the world who are in conditions of need, hardship or distress (beneficiaries) in such ways as the trustees shall from time to time think fit.

(2) Nothing in the Articles shall authorise an application of the property of the charity for purposes which are not charitable in accordance with section 7 of the Charities and Trustee investment (Scotland) Act 2005 and/or section 2 of the Charities Act (Northern Ireland) 2008

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The principal purpose of Mid Norfolk Foodbank is to provide emergency food boxes to local people who have found themselves in financial crisis and unable to afford to buy food for themselves and their family.

After several years of significant increase in numbers helped due to the ongoing cost of living crisis, our 3 centres in Dereham, Fakenham and Swaffham have seen a steady increase in the use of the service this year

We have a team of over 70 volunteers across the network without whom we would not be able to maintain our service to many more people in need. Many, though not all, of these volunteers have links with local churches and all 3 centres run out of church buildings. During the year we were supported by several supermarkets and were blessed with many donations of money, much of it from individuals who were unable to donate food.

Over the year we have given out food to around 5600 people 40% of who were children.

We have been supported throughout the year by a steady inflow of food donated by individuals, schools, churches and other organisations. We have also been supported by Tesco, Waitrose, Morrisons and the East of England Cooperative Society supermarkets, who have allowed us to collect food at the stores on a regular basis with permanent collection points in store. We continue to operate our warehouse on Rashes Green in Dereham.

A significant change to the way we collect and distribute food this year has been the purchase of an electric van, made possible through a grant from the Community Organisations Cost of Living Fund delivered by the National Lottery Community Fund

We continue to be grateful to the Wellspring Family Centre in Dereham, the Baptist Church in Swaffham and the Salvation Army in Fakenham who continue to provide room for the Distribution Centres operated during the week, free of charge.

The Foodbank operates on a voucher scheme and the number of local care agencies issuing vouchers, such as the Breckland Council, has steadily increased as we have become better known. We now have over 90 agencies, who deal with those in crisis in the local community, who can now issue a voucher that will feed those in need. Most agencies now use electronic vouchers when referring

clients to us.

During the year we were successful in receiving other grants to be able to help people with energy costs. These grants amounted to £6000 and we were able to help roughly 136 households with their domestic fuel bills.

The Trustees believe that Foodbank continues to be a real success, not only in serving local people, but also in bringing local churches together to serve their community in a simple and practical way. The support to the community has been recognised by the award of platinum jubilee citizen by the Dereham Town Council to two of our founder members.

The charity continues to raise the funds it needs to carry out its objects from a variety of sources including grants and donations.

The financial results for the year are set out in the accounts that accompany this report.

The Trustees have had due regard to the Charity Commission guidance on public benefit. They recognise that it is their responsibility to ensure that the benefits are offered in Dereham, Fakenham and Swaffham and the surrounding areas.

Additional details of objectives and activities (Optional information)

The Foodbank would not have been successful if it weren't for the continued support we have had from many of the local churches (but not exclusively) in providing volunteers who man the distribution centres and come to help in the warehouse. The Trustees express their sincere appreciation to everyone.

You may choose to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

- 1 Although extra pressure has been placed on the running of the Foodbank because of the cost of living crisis, the financial security of the project has been maintained through careful management of funds.

Distribution Centres in Dereham, Swaffham and Fakenham have been provided rent free by Wellspring Family Centre, Swaffham Baptist Church and Fakenham Salvation Army.

2. Mid Norfolk Foodbank's sole purpose is to collect food from local people and distribute it to other local people in need through emergency food boxes. Over the accounting period we have collected 49500 kg of non-perishable food and given out 49300 kg.
3. Over the year we have had a volunteer base of approximately 70 and a management team of 6. All volunteers and management give their time free of charge. There are no paid employees attached to the Foodbank although one volunteer is paid on a self-employed basis to carry out administrative duties and manage the warehouse on a part time basis.

Section E Financial review

Brief statement of the charity's policy on reserves

We hold cash at bank of £94071. Of this £5000 is carried forward as restricted funds for fuel and food. These funds are held in order to meet any change in circumstances, for example the need to employ staff or rent extra space. We currently pay one volunteer on a self-employed basis to carry out administrative duties and this will have an impact on our reserves. However we intend to keep at least 2 years of funding in reserve.

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

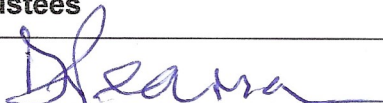
Section F Other optional information

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

David Pearson

Position (eg Secretary, Chair, etc)

Chairman

Date

8/8/2024



CHARITY COMMISSION
FOR ENGLAND AND WALES

MID NORFOLK FOODBANK

1151547

Receipts and payments accounts

CC16a

For the period
from

Period start date
01-Jul-23

To

Period end date
30-Jun-24

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donation & Legacies	38,358	-	-	38,358	49,067
Gift Aid	-	-	-	-	3,319
Cost of Living Fund	-	40,400	-	40,400	-
Grants- Other	-	8,000	-	8,000	14,879
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	38,358	48,400	-	86,758	67,265
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	38,358	48,400	-	86,758	67,265
A3 Payments					
Operating Fees	40	-	-	40	40
Professional Services	14,096	-	-	14,096	11,691
Packaging	1,356	-	-	1,356	2,529
Travelling expenses	549	-	-	549	189
Storage	2,127	-	-	2,127	1,590
Insurance	953	1,353	-	2,306	382
Printing/Postage/Stationery	732	-	-	732	855
Food Purchase	1,810	5,337	-	7,147	6,231
Grant repayment	1,880	-	-	1,880	1,350
Premises	8,496	-	-	8,496	8,325
Fuel Vouchers	-	3,000	-	3,000	6,879
Utilities	779	-	-	779	651
Sundries	846	1,200	-	2,046	1,330
Sub total	33,664	10,890	-	44,554	42,042
A4 Asset and investment purchases, (see table)					
Motor Vehicle	-	32,510	-	32,510	-
	-	-	-	-	-
Sub total	-	32,510	-	32,510	-
Total payments	33,664	43,400	-	77,064	42,042
Net of receipts/(payments)	4,694	5,000	-	9,694	25,223
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	84,377	-	-	84,377	59,154
Cash funds this year end	89,071	5,000	-	94,071	84,377

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Cash at Bank	94,071	-	-
		-	-	-
		-	-	-
		-	-	-
	Total cash funds	94,071	-	-
(agree balances with receipts and payments account(s))				
		Agreement Error	Agreement Error	OK

		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details		-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

[illegible]

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on
behalf of all the trustees

Signature

Print Name

Date of approval

David Pearson

8/8/24



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Mid Norfolk Foodbank

On accounts for the year
ended

30 June 2024

Charity no
(if any)

1151547

Set out on pages

1-2

1-2 (remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30 / 06 / 2024

Responsibilities and
basis of report

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

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

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

** Please delete the words in the brackets if they do not apply.*

Signed:

Date:

8/8/2024

Name:

Mr Toby Rouse

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

Association of Accounting Technicians (retired)

Address:

3 Stigards Gate

Dereham

Norfolk, Nr19 2HF

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.