



Trustees' Annual Report for the period

	Period start date			Period end date			
	01	July	2024		30	June	2025
From				To			

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

c/o 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	Graham Edwards	Chairman	28 August 2024 - date	
2	Jean Shaw Smith	Treasurer (TRF)	28 August 2024 - date	
3	Candida Jill Rogers	Safeguarding Officer		
4	Trevor Charles Theobald			
5	Tom Stephens		28 August 2024 - date	
6	David Pearson	(Retired)	1 July - 6 Nov 2024	
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		

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 network of food banks. Our policies and procedures are guided by the Franchise Agreement and Operating Manual of Trussell 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, with one paid member of staff (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 2 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 three-day emergency food boxes and low-level signposting 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 mainly due to the ongoing cost of living crisis, our 3 centres in Dereham, Fakenham and Swaffham have seen a decrease in the use of the service this year (-9.3%).

We have a team of more than 65 volunteers across the network without whom we would not be able to maintain our service. 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 and chose to give towards the running costs of the charity.

Throughout the year we have given out food to more than 5,000 people, 40% of whom were children.

We have been supported by a steady inflow of food donated by individuals, schools, churches, other community organisations and local businesses. 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 their stores on a regular basis with permanent collection points in store.

We continue to operate our warehouse on Rashes Green in Dereham where donations are sorted and stored and the food parcels are packed.

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

The Foodbank operates on a voucher scheme and the number of local care agencies issuing vouchers, such as Breckland District Council, is steadily increasing. The Trussell data system enables clients to quickly obtain an electronic voucher by calling or visiting an agency while also seeking longer term support or wraparound care depending on the reason for their crisis.

During the year we were successful in receiving other grants to be

able to help food bank clients with their energy costs. These grants amounted to £5,500 which enabled us to help about 40 households with their domestic fuel bills through the issuing of digital energy vouchers.

The Trustees believe the Foodbank continues to be a real success, not only in serving local people, but also in bringing local churches and the community together to serve the community in a simple and practical way.

The charity continues to raise the funds it needs to carry out its objectives 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 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. The 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 45,500kg of non-perishable food and given out 46,000kg.
3. Over the year we have had a volunteer base of approximately 65 and a management team of 8. All volunteers and management give their time free of charge, except for the Operations Manager who is employed for 22 hours a week to carry out the day-to-day administrative duties and manage the warehouse.
4. The charity's founder and chair of trustees David Pearson retired at the end of 2024 and his 13 years' dedicated service was marked with a send-off when he was thanked by the incoming chair Graham Edwards. Two further trustees have been recruited so there is currently a board of five. With the help of Trussell, the board and management have begun working towards drawing up a Strategic Plan. This plan will set out its objectives on ending hunger today, together and forever while tackling hunger and hardship at a societal level.

Section E

Financial review

Brief statement of the charity's policy on reserves

We hold cash at bank of £94,553.01 Of this £2,001.85 is carried forward as restricted funds for food and energy vouchers. These funds are held in order to meet any change in circumstances, for example to employ further staff or rent extra space. 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

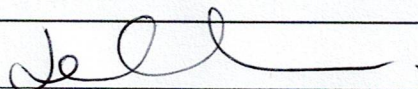
Section G

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)

JEAN SHAW SMITH

Position (eg Secretary, Chair, etc)

Trustee Responsible for Finance (TRF)

Date

1/3/2026.



CHARITY COMMISSION
FOR ENGLAND AND WALES

MID NORFOLK FOODBANK

1151547

Receipts and payments accounts

CC16a

For the period
from

Period start date
01-Jul-24

To

Period end date
30-Jun-25

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	34,768	-	-	34,768	38,358
Gift Aid	3,675	-	-	3,675	-
Cost of Living Fund				-	40,400
Grants- Other		5,500	-	5,500	8,000
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	38,443	5,500	-	43,943	86,758
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	38,443	5,500	-	43,943	86,758
A3 Payments					
Operating Fees		-	-	-	40
Professional Services	18,031	-	-	18,031	14,096
Packaging	1,387	-	-	1,387	1,356
Travelling expenses	562	-	-	562	549
Storage	1,770	-	-	1,770	2,127
Insurance	668	-	-	668	2,306
Printing/Postage/Stationery	1,030	-	-	1,030	732
Food Purchase		4,498	-	4,498	7,147
Van Running Costs	1,625			1,625	
Grant repayment				-	1,880
Premises	7,526			7,526	8,496
Fuel Vouchers		4,000		4,000	3,000
Utilities	552			552	779
Rebranding	632			632	
Sundries	1,180		-	1,180	2,046
Sub total	34,963	8,498	-	43,461	44,554
A4 Asset and investment purchases, (see table)					
Motor Vehicle	-		-	-	32,510
	-	-	-	-	-
Sub total	-	-	-	-	32,510
Total payments	34,963	8,498	-	43,461	77,064
Net of receipts/(payments)	3,480	- 2,998	-	482	9,694
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	89,071	5,000	-	94,071	84,377
Cash funds this year end	92,551	2,002	-	94,553	94,071

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	92,551	2,002	-
		-	-	-
		-	-	-
		-	-	-
	Total cash funds	92,551	2,002	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

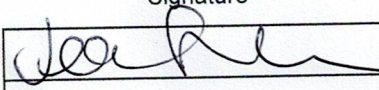
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets			-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

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

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	motor vehicle		32,510	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	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
	JOAN SHAW SMITH	1/3/26



CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

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 2025

Charity no
(if any)

1151547

Set out on pages

1-2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **30/06/2025**.

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: 13/01/2026

Name:

Richard Chalkley

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

Address:

Freshfields, Harkers Lane

Swanton Morley

Dereham, NR20 4PA

Disclosure

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

The previous years accounts (1st July 2023 – 30th June 2024) included items for the 1st July 2024 totalling £1048.84. To adjust this the accounts for this financial year excluded these items.