



Trustees' Annual Report for the period

Period start date			Period end date		
From	1	April	To	31	March
		2020			2021

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Postcode

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	The Rev'd Alan Dickinson	Chair		
2	Lady Christine Ennals			
3	Mr Ian Miller	Secretary		
4	Mrs Una Miller			
6	Mrs Maggie Walker			
7	Mr Andy Sherwood	Treasurer		
8	Mr Joe Scrase		26 th October, 2020	Alan Dickinson & Ian Miller
9				
10				

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

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

Section B

Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Elected at AGM

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.

Section C

Objectives and activities

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

The objects of the charity are to relieve persons in Northumberland, North Tyneside and Newcastle upon Tyne who are in conditions of need, hardship or distress in such ways as the Trustees see fit.

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 main activity of the charity during the year has been the distribution of emergency packages of food and other items to individuals and families. Individuals and families are referred to us by social services, health workers, other charities, and other appropriate individuals and bodies, as being in need of temporary support.

We have also worked with other organisations to provide meals for disadvantaged children.

Additionally, our services have been called on even more during the recent Covid 19 pandemic to that end the grants and donations received increased in response to the crisis.

In undertaking these activities, the trustees have had regard to the guidance issued by the Charity Commission on public benefit.

Additional details of objectives and activities (Optional information)

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

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

The Bay Foodbank is very grateful for the support provided by a large group of volunteers who provide essential help by collecting donations from drop-off points in shops, churches and offices; unpacking and sorting donations; packing food parcels; and acting as delivery drivers.

Additionally, we are grateful to the dozens of individuals and businesses that make donations to us via our bank account which ensures we can continue to carry out our activities supporting the local community.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

5,989 parcels were provided; these provided food, usually for 4-5 days for 7,022 adults, 3,246 children and a further 176 babies.

Of this total, 2,560 were provided on behalf of North Tyneside Council which was split between 1360 eligible parcels, 1047 non-eligible and 153 voucher only.

Through a combination of parcels and support offered to partner organisations we distributed over 315,000 items. A large number of which were diverted from conventional food waste streams.

In furtherance of our aims, we have worked with other charities and organisations to ensure that donated goods are put to best use. In practice, this means that we have been able pass on to other foodbanks, soup kitchens, breakfast clubs etc surpluses of perishable goods we could not use while still fresh and have similarly received surpluses from them. Example organisations supported are Cedarwood Trust, Meadow Well Connected, Wise Steps, Woman's Refuge and New to UK North Shields. In addition we were able to support a number of local schools with donations including Percy Main School, Waterville Road Primary School, Riverside Nursery and New York Primary School.

During the summer of 2020 we also worked with several projects providing meals during school holidays to children from disadvantaged backgrounds. We supplied food from our stocks and purchased additional supplies for these projects as required.

Section E

Financial review

Brief statement of the charity's policy on reserves

The Trustee's policy is to move towards holding two years' running costs in a designated reserve fund. At the end of the 2020-21 financial year the reserve funds held just over 3 years-worth of running costs which the Trustees are aware of.

In July 2020 we purchased 2 new storage (shipping) containers to the value of £8,220 which was our largest purchase of the year. This has enabled the foodbank to safely store foodstuffs from our donors at peak times around Easter and Christmas. This avoids the need for costly and time-consuming off-site storage.

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.

We received 15 grants for 2020-21 from North Tyneside Council totalling £152,923, as part of an agreement to provide emergency parcels for those qualifying for assistance under Local Welfare Provision. The amount was significantly higher than previous years due to the additional grants made available to the Foodbank via NTC in relation to the Covid crisis.

Further grants to the value of £39,874 were received from Karbon Homes, Joicey Trust, Asda, Community Foundation, Angus Law, Bernica Foundation, Duke of Northumberland Estates, Serco Foundation and Arnold Clark.

Significant donations were also received from dozens of our individual supporters as well as many local businesses. A substantial part of our income continues to be made up of regular bank transfer and cash donations from supporters.

Funds have been used to employ staff (warehouse manager, admin/reception, warehouse assistant and delivery drivers), to meet overhead costs such as rent of premises, utilities, fuel for deliveries etc, and to purchase additional supplies for distribution to supplement those donated by supporters. We also have around 40 regular volunteers who assist with the day to day running of the foodbank.

This year we noticed that due to the impact of Covid 19 many more individuals and businesses made donations of money which is reflected in our increase in income. However, the Covid 19 impact also meant we received less food donations and as such we were required to purchase food supplies in to ensure we could meet the demand for food parcels.

In-kind support has been gratefully received from Sainsburys, Morrisons, Asda, Coop, Newcastle Building Society, Barrister Coffee Shop, One Stop Shop, Boots, Wilkinson's, Yorkshire Building Society, First Class Supply, Hayes Travel, Shalom Bookshop, Local Libraries, Cruz Hairdressers, Canny Clever IT, Various local churches, Accenture, Proctor & Gamble, North Tyneside, EE Cobalt, Greggs, Aldi, Costco, Warburtons and Farm Foods.

Section F

Other optional information


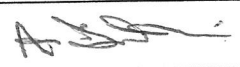
Section G

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)

IAN GEORGE TWEDDIE MILLER ALAN DICKINSON

Position (eg Secretary, Chair, etc)

SECRETARY CHAIR

Date

20 JANUARY 2022



CHARITY COMMISSION
FOR ENGLAND AND WALES

The Bay Foodbank

1151746

Receipts and payments accounts

CC16a

For the period
from

01/04/2020

To

31/03/2021

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					
Donations	256,600	-	-	256,600	63,947
Grants	192,797	16,100	-	208,897	29,000
Reclaimed tax (Gift Aid)	2,622	-	-	2,622	3,783
Bank interest received	111	-	-	111	290
Other (incl DD refund)	852	-	-	852	305
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	452,982	16,100	-	469,082	97,325
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	452,982	16,100	-	469,082	97,325
A3 Payments					
Salaries and related costs	77,661	-	-	77,661	49,882
Fuel and mileage	3,719	-	-	3,719	2,714
Utilities	4,039	-	-	4,039	2,046
Purchase of goods for donation	27,062	9,100	-	36,162	5,123
Printing and publicity	293	-	-	293	413
Rent	1,600	5,000	-	6,600	6,000
Other running costs	23,285	-	-	23,285	7,127
Other	335	-	-	335	406
Rounding error	-	-	-	-	-
Sub total	137,994	14,100	-	152,094	73,712
A4 Asset and investment purchases, (see table)					
Van	-	-	-	-	15,514
	-	-	-	-	-
Sub total	-	-	-	-	15,514
Total payments	137,994	14,100	-	152,094	89,226
Net of receipts/(payments)	314,988	2,000	-	316,988	16,209
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	106,875
Cash funds this year end	314,988	2,000	-	316,988	123,084

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	General Fund	10,000	-	-
	Designated Reserve Fund	304,988	-	-
	Restricted Funds	-	2,000	-
	Total cash funds	314,988	2,000	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

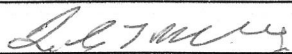
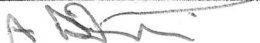
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Gift Aid Recoverable	11,740	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

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

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

	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
	IAN MILLER	20/11/22
	Ann Dickinson	20/11/22



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

The Bay foodbank

**On accounts for the year
ended**

31st March 2021

**Charity no
(if any)**

1151746

Set out on pages

(Income and Expenses accounts maintained on excel provided separately for review.)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 / 03 / 2021.

**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").

**Independent
examiner's statement**

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.

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:

J.P. Bacon

Date:

20/01/2022

Name:

John Paul Bacon

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

CIMA : Chartered Institute of Management Accountants

Address:

23 Stokesley Grove

Heaton

Newcastle Upon Tyne NE7 7AU. Tyne & Wear

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.

None



CHARITY COMMISSION
FOR ENGLAND AND WALES

The Bay Foodbank

1151746

Receipts and payments accounts

CC16a

For the period
from

01/04/2020

To

31/03/2021

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					
Donations	256,600	-	-	256,600	63,947
Grants	192,797	16,100	-	208,897	29,000
Reclaimed tax (Gift Aid)	2,622	-	-	2,622	3,783
Bank interest received	111	-	-	111	290
Other (incl DD refund)	852	-	-	852	305
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	452,982	16,100	-	469,082	97,325
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	452,982	16,100	-	469,082	97,325
A3 Payments					
Salaries and related costs	77,661	-	-	77,661	49,882
Fuel and mileage	3,719	-	-	3,719	2,714
Utilities	4,039	-	-	4,039	2,046
Purchase of goods for donation	27,062	9,100	-	36,162	5,123
Printing and publicity	293	-	-	293	413
Rent	1,600	5,000	-	6,600	6,000
Other running costs	23,285	-	-	23,285	7,127
Other	335	-	-	335	406
Rounding error	-	-	-	-	-
Sub total	137,994	14,100	-	152,094	73,712
A4 Asset and investment purchases, (see table)					
Van	-	-	-	-	15,514
	-	-	-	-	15,514
Sub total	-	-	-	-	-
Total payments	137,994	14,100	-	152,094	89,226
Net of receipts/(payments)	314,988	2,000	-	316,988	16,209
A5 Transfers between funds	-	-	-	-	106,875
A6 Cash funds last year end	-	-	-	-	123,084
Cash funds this year end	314,988	2,000	-	316,988	123,084

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	General Fund	10,000	-	-
	Designated Reserve Fund	304,988	-	-
	Restricted Funds	-	2,000	-
	Total cash funds	314,988	2,000	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

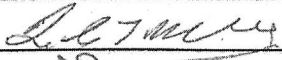
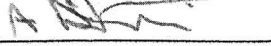
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Gift Aid Recoverable	11,740	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

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

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

	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
	ALAN MILLER	20/1/22
	Alan Dickinson	20/1/22