

MALVERN HILLS FOODBANK

England & Wales - Charity number 1151964

Details

Other names MHFB

Status Registered

Legal form Other

Registered 2013-05-09

Register [View on the Charity Commission register](#)

Contact

Address Unit 4
Spring Court
Spring Lane South
Malvern
WR14 1AT

Phone 07581716933

Email info@malvernhills.foodbank.org.uk

Website www.malvernhills.foodbank.org.uk

Activities

Objects: THE RELIEF OF HARDSHIP AMONGST PEOPLE IN THE MALVERN HILLS DISTRICT AND THE SURROUNDING AREA OR IN OTHER PARTS OF THE UNITED KINGDOM IN SUCH WAYS AS THE TRUSTEES FROM TIME TO TIME THINK FIT, IN PARTICULAR, BUT NOT EXCLUSIVELY BY:A) PROVIDING EMERGENCY FOOD, ESSENTIAL TOILETRIES, AND HOUSEHOLD ITEMS TO INDIVIDUALS AND FAMILIES IN NEED AND/OR FOR DISTRIBUTION BY CHARITIES OR OTHER ORGANISATIONS WORKING TO PREVENT OR RELIEVE POVERTY; ANDB) SUCH OTHER MEANS, INCLUDING (BUT NOT LIMITED TO) THE PROVISION OF SUPPORT OR SIGNPOSTING TO RELEVANT INFORMATION AND OTHER ADVISORY SERVICES.

Activities: Acting as a foodbank providing 3 day emergency food parcels to individuals and families referred by approved agencies.

Classification

- **How:** Other Charitable Activities
- **What:** The Prevention Or Relief Of Poverty
- **Who:** The General Public/mankind

Geography

- **Area of benefit:** MALVERN HILLS DISTRICT AND THE SURROUNDING AREA OR IN OTHER PARTS OF THE UNITED KINGDOM.
- Worcestershire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-09-30	£287,560	£264,555	-	-
2024-09-30	£274,067	£244,209	-	-
2023-09-30	£297,558	£226,434	-	-
2022-09-30	£209,437	£197,569	-	-
2021-09-30	£178,371	£171,915	-	-

Trustees

Name	Role	Appointed
Charles Andrew Manser Lowndes MA MSc	Chair	2024-11-25
Dr Richard Evans BSc PhD		2024-01-08
ELIZABETH MARY WILLIAMS BA		2013-11-20
Jane Elspeth Marshall		2021-11-22
Julie Elliott		2022-04-11
Kathy Osborn MBS BSc		2023-11-27
Lois Nicks BA CMI		2025-11-26
Louise Smith BSC MA		2025-11-26
Malcolm Garner CTA		2023-04-24
Marion Griffiths		2025-05-07
Rachael Mary Rowswell		2021-11-22
Roger Watson BD, MTH		2019-11-25

MALVERN HILLS FOODBANK

England & Wales - Charity number 1151964

Accounts



MALVERN HILLS FOODBANK

Trustees' Annual Report and Financial Statements

For the year ended 30th September 2025

Malvern Hills Foodbank

The Trustees' Annual Report and Financial Statements - Contents 30th September 2025

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Malvern Hills Foodbank

The Trustees' Annual Report / continued 30th September 2025

The Trustees are pleased to present their thirteenth annual report of the Malvern Hills Foodbank ("The Charity") for the year ended 30th September 2025

REFERENCE AND ADMINISTRATION INFORMATION

Address and Registration Details

Registered charity number: 1151964
Principal office: Unit 4, Spring Court, Spring Lane South, Malvern, WR14 1AT
Gift Aid: The Charity is registered with HM Revenue and Customs

Constitution

The Charity is constituted as a charitable association, and it is registered as a charity with the Charity Commission in England and Wales.

Trustees

Unless otherwise stated, the following have served throughout the year and were Trustees as of 30th September 2025:

Charly Lowndes	Chair
Malcolm Garner	Treasurer
Peter Buchanan	Retired 25 th November 2024
Fiona Edlington	Retired 25 th November 2024
Julie Elliot	
Richard Evans	
Marion Griffiths	Appointed 7 th May 2025
Kevin McCann	Retires 26 th November 2025
Jane Marshall	
Kathy Osbourn	
Mary Rowswell	
Roger Watson	
Mary Williams	

In accordance with the Charity constitution Julie Elliot, Jane Marshall, and Mary Rowswell, retire by rotation at the annual general meeting and shall be eligible for re-election by the members, at that meeting. Marion Griffiths, being appointed during the year, is also required to retire but being eligible offers herself for re-election.

The Trustees are very sad to report the passing of David Wareing in September. David was the first Chair of Malvern Hills Foodbank and he was the main driving force in establishing the Foodbank in 2013, creating the ethos, and structure that formed the solid base from which the Foodbank still enjoys today. David was a very effective Trustee for over 10 years and he also continued to be a very active volunteer until he retired late this year due to illness. David will be missed and the Foodbank will be eternally grateful for his massive contribution.

Malvern Hills Foodbank

The Trustees' Annual Report / continued

30th September 2025

The Trustees have received notice from Kevin McCann that due to a major commitment with another charity he will unfortunately not be able to devote sufficient time to fulfil his role as Warehouse Manager and Trustee, and accordingly Kevin will retire at the AGM. Kevin has only been involved with the Foodbank as a Trustee since June 2023 but during that period Kevin, as Warehouse Manager, has totally transformed the warehouse modus operandi and efficiency to an incredibly high standard. To list his achievements and successes would require several spreadsheets, suffice it to say that his legacy will last a long time. The Trustees are delighted however that Kevin will continue as a volunteer.

Trust Secretary

Katherine Osbourn

Bankers

HSBC Bank plc
1 Church Street
Malvern
WR14 2AB

Recruitment of Trustees

New Trustees are initially approved by the Board of Trustees. In doing so they are focused on individuals who will maintain a balance of professional skills and experience, as well as being able to contribute towards the effective governance and operations of the Charity.

Organisational structure

The Trustees have agreed to govern via a Board of Trustees with operational responsibilities shared or delegated where appropriate to team leaders and operation managers. The team leaders, currently six in number, are responsible for running their duty sessions, very ably assisted by the Foodbank's two part-time paid employees, the Operations Coordinator and the Data Collection Systems Coordinator. These two employees provide essential consistency and support, not only to the team leaders and volunteers, but also provide a very important communication link with Foodbank clients to ensure the clients have the appropriate support and guidance on a non-judgemental basis.

The food parcels are distributed not only from Unit 3 and 4 Spring Lane, but also from the Lyttelton Well and the Upton Baptist Church. The Trustees thank these organisations for their ongoing support.

Malvern Hills Foodbank

The Trustees' Annual Report / continued
30th September 2025

OBJECTS AND ACTIVITIES

Objectives and public benefit

The charity's objects are:

"The relief of hardship amongst people in the Malvern Hills district and the surrounding area, or in other parts of the United Kingdom, in such ways as the trustees from time to time think fit, in particular, but not exclusively by:

- a) providing emergency food, essential toiletries, and household items to individuals and families in need and/or for distribution by charities or other organisations working to prevent or relieve poverty; and
- b) by such other means, including (but not limited to) the provision of support or signposting to relevant information and other advisory services."

The trustees have due regard to the Charity Commission's public benefit guidance and within this report it demonstrates how the Charity has carried out those purposes during the year, and continues to provide a public benefit to the local community.

Activities and Trustees' Review

The Charity is affiliated to Trussell whose guidelines are followed in the operations and procedures of the Charity. Close links with Trussell continue to be maintained through "cluster" meetings on zoom with their Area Manager and representatives from other Worcestershire Foodbanks. Trustees also attend the Trussell annual Rolling Road Show.

Achievements

	2024-25	2023-24
Vouchers fulfilled	1,782	1,832
Unique households	799	861
Food parcels provided	4,163	4,366
Food, toiletries and household goods donated by local people and organisations (kg)	34,161	40,716
Food, toiletries and household goods purchased with cash donations (kg)	26,116	24,757
Food, toiletries and household goods distributed - voucher and non-voucher(kg)	58,575	57,450
School breakfast club and holiday support food distribution (kg)	4,772	3,802
Fuel top up payments (£)	11,263	8,159
Active Referral Agencies working as distributors of vouchers	29	23
Volunteers	82	82

Malvern Hills Foodbank

The Trustees' Annual Report / continued 30th September 2025

The Charity has 29 directly partnered referral agencies which issued 83% of the vouchers. Of these, CAB alone issued 51%. The other 17% were issued by agencies which are partnered with other Trussell foodbanks, including Platform Housing and WCC Social Services teams.

The statistics highlight small decreases for the number of clients helped and the number of parcels provided. This continues the trend from the previous year. It is difficult to be certain of the reasons, but the continuing partnership between CAB and the Foodbank has demonstrated that a significant number of clients have largely resolved and managed their issues due to the clients having the opportunity of face to face meetings with CAB at Unit 3. Consequently, the number of clients requiring Foodbank support on more than three occasions has diminished.

Although the number of parcels provided has reduced, the Trustees have continued their policy of increasing the content volume of parcels whilst available resources permit.

We have only been able to achieve our objectives through the excellent support of Malvern and Upton Churches, the wider district Churches, and the local community. We thank them all for their donations of food and other items during these difficult times. In addition, we would like to record our thanks to Waitrose, Morrison's, the two Co-ops, Just So, Lidl, One Stop, Sainsbury, Tesco, BlueCross, Aldi and Malvern Pet Supplies for their permanent collection points. These have not only maintained donations but also have enabled us to communicate to the public the needs and reasons for having a foodbank.

FINANCIAL REVIEW

General

The total incoming resources of £287,560 noted on page 6 show an increase of £13,493 or nearly 5% from the previous year. Whilst this appears very positive it is highly relevant to note that the support grants from MHDC totalled £30,037 (2024: £8,834) and the Financial Inclusion Grant from Trussell amounted to £38,240 (2024: £37,442). It is also very significant to note that the total of financial donations amounting to £106,439, although still a remarkable amount, have decreased from the previous year by £9,118 (8%) and by £24,671 (19%) from 2023. On a similar trend the valuation of donations in kind have decreased from £116,291 in 2023 to the current level of £94,626 - a decrease of 18%.

The grants received enabled the Foodbank to continue to provide dedicated CAB support in situ at Spring Lane and Upton, and to provide additional fuel top ups and fresh food. The trustees are committed to provide this ongoing support on the basis the finances remain robust. However, the trend of reduced donations, financial and in kind noted above, coupled with the knowledge that Trussell will reduce their Financial Inclusion Grant to 50% for 2025/26 and thereafter nil, does emphasise the continual need for the Trustees to assess the affordability of certain initiatives and to put aside sufficient funds to safeguard the future operations of the Foodbank.

Notwithstanding the comments above the Foodbank is fortunate to currently have sound financial resources, and the policy of the Trustees is to continue with current and new initiatives and to provide additional support to those in crisis and in need, as demonstrated by the following:

Malvern Hills Foodbank

The Trustees' Annual Report / continued

30th September 2025

- Increased expenditure on food and sundries for distribution and initiatives to a value of £63,223 compared to £54,280 in the previous year.
- Continuing with the "pantry bag initiative" that provides clients with an assortment of ingredients to help them improve and extend their culinary range.
- The school breakfast club support initiative is now in its third year and five schools now receive breakfast club food support on a weekly basis. In addition, during the summer holiday period, bespoke weekly food parcels were made available to 55 families from the five schools to ensure that their children had as a minimum a wholesome staple daily diet, and a few treats.
- The energy top- up vouchers have been extended and increased to all those eligible clients with energy debt problems. The cost of which has increased by £3,104 to £11,263
- Contents of food parcels have increased by over 15% since 2023

Reserves policy

The Foodbank is firmly established as a mature and efficient Charity, offering substantial support over and above the basic provision of emergency food parcels. Regrettably the need for Malvern Hills Foodbank remains and is likely to do so for the foreseeable future. Considering this need, combined with the knowledge that the Trussell grant for the CAB partnership is reducing by 50% and then finishes in November 2026, together with the increasing trend of declining donations, the Trustees consider it prudent to set aside adequate resources to enable the Foodbank to cover anticipated cash resource expenditure for at least a twelve month period. The Trustees have resolved therefore to increase the Reserve Fund to £100,000 and these funds are deposited in a separate account.

THE FUTURE

Sadly, we are living in uncertain, difficult times, and it is not easy to predict with any conviction future events. To maintain the various initiatives and support structure the Foodbank will require cash resources exceeding £170,000 on an annualised basis. The Trustees are, however, confident of delivering this existing support in the immediate future, accepting that it is essential to monitor and assess strategy on a regular basis. However, the Trustees are reassured by the fact the Malvern community historically has been so generous, and whilst this cannot be taken for granted, the Trustees believe that if the Foodbank needed additional support to fully continue its activities, it would hopefully be forthcoming.

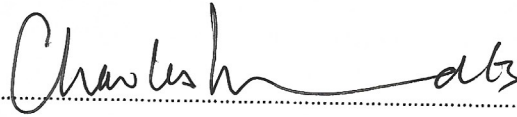
On a final note, when David Wareing first chaired the Foodbank in 2013, he noted in the minutes that the need for the Foodbank should only be for the next year. Sadly, this has not been the case, but whilst there is a need, the Trustees will continue David's legacy to increase the awareness amongst the whole community to encourage the support required to enable the Charity to achieve its objectives.

Malvern Hills Foodbank

The Trustees' Annual Report / continued
30th September 2025

Approved by the Trustees on 20 October 2025 and signed on their behalf by:

Charly Lowndes - Chair

Handwritten signature of Charly Lowndes in cursive script, written over a dotted line.

20 Oct 2025

Malvern Hills Foodbank

Statement of Financial Activities Year ended 30th September 2025

	Notes	2025 £	2024 £	
Incoming resources:				
Financial donations	- restricted	5	4,386	1,700
Financial donations	- unrestricted		102,053	113,857
Trussell Financial Inclusion Grant:				
	- restricted	5	33,342	32,560
	- unrestricted		4,898	4,882
MHDC Household Support Grant	- restricted	5	26,600	6,959
MHDC grants re rent	-restricted	5	3,437	1,875
Gift aid			12,584	12,940
Membership fees			2	11
Interest from Reserve Policy Funds			3,598	-
Bank interest			2,034	2,786
Total Financial Income			<u>192,934</u>	<u>177,570</u>
Valuation of donations in kind	1		94,626	96,497
Total of incoming resources			<u>287,560</u>	<u>274,067</u>
Resources expended:				
Per summary	3		169,929	147,712
In kind donations distributed	1		94,626	96,497
Total of resources expended			<u>264,555</u>	<u>244,209</u>
Increase in resources before transfers			23,005	29,858
Transfer to Reserve Policy Fund			(20,000)	-
Net increase in unrestricted funds			<u>3,005</u>	<u>29,858</u>
Unrestricted funds brought forward			116,996	87,138
Unrestricted funds carried forward			<u>120,001</u>	<u>116,996</u>

Malvern Hills Foodbank

Notes to the Financial Statements

30th September 2025

1. ACCOUNTING POLICIES

Audit

The Charity is not required to have a statutory audit since income and total assets are below the required thresholds.

Income

Voluntary income, including donations gift aided, are recognised as income when received. Where applicable, gift aid income tax recoverable, is recognised when the recovery is receivable.

Donations in kind given for distribution are recognised as incoming resources only when distributed with an equivalent amount being included as resources expended. The valuation of such donations is based on Trussell guidelines which currently is £2.77 per kilo.

No value is attributable to time donated by volunteers as it would be totally impracticable to record and value such time.

Tangible fixed assets and depreciation

Tangible fixed assets are capitalised at cost, or at fair value to the Charity if donated, if they have a useful life of more than one year.

Depreciation is provided on a straight-line basis to write off the assets over their effective useful life. Equipment is depreciated at 20%. Leasehold improvements for Unit 3 are written off over the 3-year lease period.

Stock

Stocks of donated goods held at the year-end are not valued within the financial statements. In accordance with Trussell guidelines stock is valued at £2.77 per kilo (2024: £2.37 per kilo) and this gives a notional stock valuation of £21,952 (2024: £20,837)

Funds

Unrestricted funds are funds which can be utilised at the discretion of the trustees. Funds held in reserve funds are not restricted as such but earmarked to fund specific initiatives or to provide sufficient funds to enable the Charity to fulfil its objectives over a twelve-month period.

Restricted funds can only be used for the purpose nominated by the donor.

Taxation

The Charity is exempt from taxation on its charitable activities including interest received.

Malvern Hills Foodbank

Notes to the Financial Statements / continued 30th September 2025

2. TRUSTEE AND VOLUNTEER PAYMENTS

Except for the two part-time employees the Charity operates solely by unpaid volunteers. The Trustees and the volunteers receive no remuneration or expenses other than reimbursement only in respect of direct expenses incurred on behalf of the Charity. The foodbank owes a debt of gratitude to its loyal volunteers and thank them all for their help and support.

3. SUMMARY OF RESOURCES EXPENDED

	2025	2024
	£	£
Special Projects	1,236	500
Food and sundries for distribution	63,223	54,280
Payroll costs	27,520	17,404
Fuel top up payments	11,263	8,159
Bags and boxes	2,365	1,725
Rent and service charge	18,410	15,660
Light, heat and water	2,681	3,957
Bank charges	107	132
Printing, stationery and consumables	974	1,095
Sundry equipment and repairs	2,527	1,140
Insurances	1,101	1,130
Miscellaneous	1,689	1,939
Protective clothing	-	592
Cleaning	3,082	2,981
Telephone and broadband	627	637
Transport and delivery costs	2,665	3,199
Depreciation of equipment	3,134	2,695
Loss on disposal of equipment	-	204
Amortisation of leasehold improvements	2,168	6,488
Dedicated CAB support initiative	25,157	23,795
Total resources expended	169,929	147,712

Malvern Hills Foodbank

Notes to the Financial Statements / continued 30th September 2025

4. TANGIBLE FIXED ASSETS

	Equipment	Leasehold Improvements	Total
	£	£	£
Cost as at 1 st October 2024	27,314	19,464	46,778
Additions	888	-	888
Elimination on disposals	(2,158)	-	(2,158)
	<hr/>	<hr/>	<hr/>
Cost as at 30 th September 2025	26,044	19,464	45,508
	<hr/>	<hr/>	<hr/>
Depreciation/Amortisation as at 1 st October 2024	18,222	17,296	35,518
Elimination on disposals	(2,158)	-	(2,158)
Charge for the year	3,134	2,168	5,302
	<hr/>	<hr/>	<hr/>
Depreciation as at 30 th September 2025	19,198	19,464	38,662
	<hr/>	<hr/>	<hr/>
Net book value 30 th September 2025	6,846	-	6,846
	<hr/>	<hr/>	<hr/>
Net book value 30 th September 2024	9,092	2,168	11,260
	<hr/>	<hr/>	<hr/>

5. RESTRICTED and RESERVE FUNDS

During the year restricted funds have been received and net of opening and closing adjustments the total credited as incoming resources amounted £67,765 comprising: Trussell Financial Inclusion Grant £33,342; MHDC Household Support Grant £26,600; MHDC Rent Grant £3,437; and other £4,386.

Restricted amounts received are recorded separately and the balance of restricted funds to be expended in a future period and carried forward totalled £5,805.

The Reserve Policy Fund deposits are held within two separate charity bank institutions. Of the total deposits £100,000 is held specifically as the Reserve Fund and the balance of £33,598 is invested as a general reserve.

Malvern Hills Foodbank

Independent Examiner's Report

30th September 2025

Independent Examiner's Report

I report to the Trustees on my examination of the financial statements of the Malvern Hills Foodbank for the year ended 30th September 2025

Responsibilities and basis of report

As the Trustees of the Charity, you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ("the Act")

I report in respect of my examination of the Charity's financial statements carried out under section 145 of the Act and in carrying out my examination I have considered all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

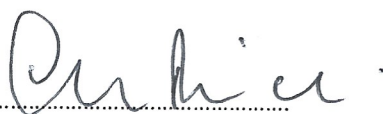
Independent examiner's statement

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

1. Accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
2. The financial statements do not accord with those records; or
3. The financial statements do not comply with the applicable requirements concerning the form and content of financial statements set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the financial statements give a "true and fair view" which is not a matter considered as part of an independent examination.

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

Signed:



Name: Christopher Price

Address: Malvern Worcestershire

Date:

22.10.2025

MALVERN HILLS FOODBANK

England & Wales - Charity number 1151964

Accounts



MALVERN HILLS FOODBANK

Trustees' Annual Report and Financial Statements

For the year ended 30th September 2024

Malvern Hills Foodbank

The Trustees' Annual Report and Financial Statements - Contents 30th September 2024

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Page 11	Independent Examiner's Report

Malvern Hills Foodbank

The Trustees' Annual Report / continued 30th September 2024

The Trustees are pleased to present their twelfth annual report of the Malvern Hills Foodbank ("The Charity") for the year ended 30th September 2024.

REFERENCE AND ADMINISTRATION INFORMATION

Address and Registration Details

Registered charity number: 1151964

Principal office: Unit 4, Spring Court, Spring Lane South, Malvern, WR14 1AT

Gift Aid: The Charity is registered with HM Revenue and Customs

Constitution

The Charity is constituted as a charitable association, and it is registered as a charity with the Charity Commission in England and Wales.

Trustees

Unless otherwise stated, the following have served throughout the year and were Trustees as of 30th September 2024:

Peter Buchanan	Chair - retires 25 th November 2024
Malcolm Garner	Treasurer
Fiona Edlington	Appointed - 8 th January 2024 and retires 25 th November 2024.
Julie Elliot	
Richard Evans	Appointed - 8 th January 2024
Mike Hayes	Retired - 29 th November 2023
Charly Lowndes	Appointed - 27 th November 2023
Kevin McCann	
Jane Marshall	
Kathy Osbourn	Appointed - 27 th November 2023
Mary Rowswell	
Roger Watson	
Mary Williams	

In accordance with the Charity constitution Malcolm Garner, Kevin McCann, Roger Watson and Mary Williams, retire by rotation at the annual general meeting and shall be eligible for re-election by the members, at that meeting. Richard Evans, Charly Lowndes and Kathy Osbourn, being appointed during the year, are also required to retire but being eligible offer themselves for re-election.

The Trustees have received notice that Peter Buchanan will be retiring at the annual general meeting. Peter was a founder member of the Charity, a Deputy Chair for three years, and for the last seven years, Chair. The Trustees wish to record their heartfelt thanks for the unstinting and considerable contribution Peter has made throughout the last twelve years, but particularly for his seven years as Chair. During Peter's tenure as Chair the Charity has grown considerably, including moving into two new premises, overseeing numerous new initiatives to

Malvern Hills Foodbank

The Trustees' Annual Report / continued

30th September 2024

further the Charity's objectives, and guiding the deliverance of a modus operandi and organisational structure that ensures the Foodbank is extremely well run and is efficient. Peter you will be missed but the Trustees are pleased to note that you will continue as a volunteer. Peter, thank you.

The Trustees have received notice from Fiona Edlington that due to changes in other commitments Fiona cannot devote the appropriate time to fulfil her role as a Trustee and that she will retire at the AGM but will continue as a volunteer and deputy team leader. The Trustees are grateful and appreciative for the contribution Fiona has made, and will continue to make, particularly with regard to her expertise on HR and employment matters

Trust Secretary

Katherine Osbourn

Bankers

HSBC Bank plc
1 Church Street
Malvern
WR14 2AB

Recruitment of Trustees

New Trustees are initially approved by the Board of Trustees. In doing so they are focused on individuals who will maintain a balance of professional skills and experience, as well as being able to contribute towards the effective governance and operations of the Charity.

Organisational structure

The Trustees have agreed to govern via a Board of Trustees with operational responsibilities shared or delegated where appropriate to team leaders and operation managers. The team leaders, currently six in number, are responsible for running their duty sessions, ably assisted at all times by the Operations Coordinator employee who provides support and consistency. In addition, towards the end of the year the Trustees employed a Data Collection System (DCS) Coordinator who attends every session and provides an essential communications link between the Foodbank and its clients. The DCS captures, electronically, client details referred by the referral agencies and enables the Foodbank to provide appropriate support.

The food parcels are distributed not only from Unit 3 and 4 Spring Lane, but also from the Lyttelton Well and the Upton Baptist Church. The Trustees thank these organisations for their ongoing support.

OBJECTS AND ACTIVITIES

Objectives and public benefit

The charity's objects are:

"The relief of hardship amongst people in the Malvern Hills district and the surrounding area, or in other parts of the United Kingdom, in such ways as the trustees from time to time think fit, in particular, but not exclusively by:

Malvern Hills Foodbank

The Trustees' Annual Report / continued

30th September 2024

- a) providing emergency food, essential toiletries, and household items to individuals and families in need and/or for distribution by charities or other organisations working to prevent or relieve poverty; and
- b) by such other means, including (but not limited to) the provision of support or signposting to relevant information and other advisory services."

The trustees have due regard to the Charity Commission's public benefit guidance and this report demonstrates how the Charity has carried out those purposes during the year and continues to provide a public benefit to the local community.

Activities and Trustees' Review

The Charity is affiliated to the Trussell Trust whose guidelines are followed in the operations and procedures of the Charity. Close links with Trussell Trust continue to be maintained through "cluster" meetings mostly on zoom with their Area Manager and representatives from other Worcestershire Foodbanks. Representatives also attend the Trussell Trust annual Rolling Road Show in Birmingham.

Achievements

	2023-24	2022-23
Vouchers fulfilled	1,832	2,039
Unique households	861	968
Food parcels provided	4,366	5,461
Food, toiletries and household goods donated by local people and organisations (kg)	40,716	49,068
Food, toiletries and household goods purchased with cash donations (kg)	24,757	16,223
Food, toiletries and household goods distributed - voucher and non-voucher(kg)	57,450	64,448
School breakfast club and holiday support food distribution (kg)	3,802	169
Fuel top up payments (£)	8,159	2,280
Active Referral Agencies working as distributors of vouchers	23	25
Volunteers	82	78

The Charity has 23 directly partnered referral agencies which issued 75% of the vouchers. Of these, CAB alone issued 44%. The other 25% were issued by agencies which are partnered with other Trussell Trust foodbanks, including Platform Housing and WCC Social Services teams.

The number of parcels provided has decreased by 20%. Whilst it may be wishful thinking to believe the need for foodbanks is reducing, the decrease in parcels is mainly because the number in the previous two years was exceptionally high because of the pandemic and cost of living crisis. However, as a policy the Trustees have increased the content volume of parcels by over 11%.

Malvern Hills Foodbank

The Trustees' Annual Report / continued

30th September 2024

We have only been able to achieve our objectives through the excellent support of Malvern and Upton Churches, the wider district Churches, and the local community. We thank them all for their donations of food and other items during these difficult times. In addition, we would like to record our thanks to Waitrose, Morrison's, the two Co-ops, Just So, Lidl, One Stop, Sainsbury, Tesco, BlueCross and Malvern Pet Supplies for their permanent collection points. These have not only increased donations but also have enabled us to communicate to the public the needs and reasons for having a foodbank.

FINANCIAL REVIEW

General

Although the total financial incoming resources have slightly fallen by 2% from the previous year the total received of £177,570 is an increase of nearly 36% compared to the year ended 30th September 2022 if the Trussell Trust grants are excluded. The Charity has again benefited from the Trussell Trust Financial Inclusion Grant and this amounted to restricted funds of £32,560 and unrestricted funds of £4,882. These grants enable the Charity to provide dedicated CAB support to clients in situ at Spring Lane and Upton.

The Trustees are pleased to report that Trussell Trust have confirmed that they will continue to provide their Financial Inclusion Grant for a further year post the original term ending in December 2025. Although the grant will be approximately 50% of the current amount the Trustees remain committed to provide the CAB support facility which is proving to be extremely beneficial and much appreciated by clients, and consequently funds have been earmarked to cover the additional costs arising in the future.

The Charity currently is in the fortunate position of having tremendous financial support. This cannot be assumed to continue indefinitely but the Trustees have determined that whilst the funds are available, current and new initiatives should be implemented if possible to provide additional support to those in crisis and need. During the year the Foodbank has inter alia delivered:

- Increased contents of food parcels by over 11%.
- Increased expenditure on food and sundries for distribution and initiatives to a value of £53,980 compared to £41,816 in the previous year.
- Introduced from July a "pantry bag initiative" that provides clients with an assortment of ingredients to help them improve and extend their culinary range. This new initiative has absorbed £3,316 to September.
- The school breakfast club support idea piloted in the previous year has now been fully implemented and five schools now receive breakfast club food support on a weekly basis. In addition, during the summer holiday period, bespoke weekly food parcels were made available to 36 families from the five schools to ensure that their children had as a minimum a wholesome staple daily diet.
- The increased demand on the Foodbank, taken with the new initiatives, continues to place considerable demands on the volunteer Trustees and volunteers. The recruitment last year of the first paid part-time employee has proved invaluable and this encouraged the Trustees to recruit an additional part-time employee to be responsible for the Data Collection System (DCS) Coordination, to ensure a consistent and sustainable support for clients. This new employment started in September.

Malvern Hills Foodbank

The Trustees' Annual Report / continued
30th September 2024

Reserves policy

The Trustees continue to consider the need for a Reserves Policy. They have taken account of the uncertainty of receiving a sustainable level of donations compared to the largely fixed overhead expenditure, coupled with the Charity's new initiatives, in particular the dedicated CAB support and the employment of two paid employees. The Trustees consider it prudent therefore to continue to set aside reserves which approximate to the anticipated resource expenditure for a twelve-month period needed to provide where possible ongoing support for people in crisis. The Trustees have resolved to maintain the Reserve Fund at £80,000.

THE FUTURE

The various initiatives that have been introduced and committed to will increase the future resource expenditure on an annualised basis to approximately £160,000 per annum. The Trustees have confidence in delivering existing support in the immediate future and will continually review ongoing circumstances to assess if support could be improved upon, in the knowledge that the support of Malvern community has been so generous. This cannot be taken for granted, particularly in these troubled times and hence Trustees will continue to monitor the level of discretionary expenditure.

The Trustees regret the need to have a charity such as Malvern Hills Foodbank but whilst there is a need the Trustees will continue to increase the awareness amongst the whole community to encourage the support required to enable the Charity to achieve its objectives.

Approved by the Trustees on 21 October 2024 and signed on their behalf by:

Peter Buchanan - Chair



Malvern Hills Foodbank

Statement of Financial Activities Year ended 30th September 2024

	Notes	2024 £	2023 £
Incoming resources:			
Financial donations - restricted		1,700	-
Financial donations - unrestricted		113,857	131,110
Trussell Trust Financial Inclusion Grant:			
- restricted	5	32,560	26,734
- unrestricted		4,882	4,011
MHDC Household Support Grant - restricted	5	6,959	2,280
MHDC grants re rent		1,875	1,875
Gift aid		12,940	13,929
Membership fees		11	17
Dividends from Reserve Policy deposits		-	63
Bank interest		2,786	1,248
Financial Income		177,570	181,267
Valuation of donations in kind	1	96,497	116,291
Total of incoming resources		274,067	297,558
Resources expended:			
Per summary	3	147,712	110,143
In kind donations distributed	1	96,497	116,291
Total of resources expended		244,209	226,434
Increase in resources before transfers		29,858	71,124
Transfer to Reserve Policy Fund		-	(40,000)
Net increase in unrestricted funds		29,858	31,124
Unrestricted funds brought forward		87,138	56,014
Unrestricted funds carried forward		116,996	87,138

Malvern Hills Foodbank

Balance Sheet

As at 30th September 2024

	Notes	2024		2023	
		£	£	£	£
Tangible fixed assets:	4		11,260		18,199
Current assets:					
Reserve Policy Fund deposit account		80,000		25,188	
Bank balance - current account		15,950		27,080	
Bank balance - deposit account		79,125		91,339	
Debtors - gift aid rebate		12,919		13,886	
Food and fuel vouchers		703		1,066	
Sundry debtors and prepayments		4,970		4,704	
		<u>193,667</u>		<u>163,263</u>	
Less: Sundry creditors		(913)		(460)	
Deferred income -unrestricted		(816)		(800)	
-restricted		<u>(6,202)</u>		<u>(13,064)</u>	
Net current assets			<u>185,736</u>		<u>148,939</u>
Total net assets			<u>196,996</u>		<u>167,138</u>
FUNDS OF THE CHARITY:					
Unrestricted funds			116,996		87,138
Reserve Policy Fund	5		80,000		80,000
Total funds			<u>196,696</u>		<u>167,138</u>

Approved by the Trustees on 21 October 2024 and authorised to sign on their behalf by:

Peter Buchanan - Chair Peter Buchanan

Malcolm Garner - Treasurer Malcolm Garner

Malvern Hills Foodbank

Notes to the Financial Statements

30th September 2024

1. ACCOUNTING POLICIES

Audit

The Charity is not required to have a statutory audit since income and total assets are below the required thresholds.

Income

Voluntary income, including donations gift aided, are recognised as income when received. Where applicable, gift aid income tax recoverable, is recognised when the recovery is receivable.

Donations in kind given for distribution are recognised as incoming resources only when distributed with an equivalent amount being included as resources expended. The valuation of such donations is based on Trussell Trust guidelines which currently is £2.37 per kilo.

No value is attributable to time donated by volunteers as it would be totally impracticable to record and value such time.

Tangible fixed assets and depreciation

Tangible fixed assets are capitalised at cost, or at fair value to the Charity if donated, if they have a useful life of more than one year.

Depreciation is provided on a straight-line basis to write off the assets over their effective useful life. Equipment is depreciated at 20%. Leasehold improvements for Unit 3 are written off over the 3-year lease period.

Stock

Stocks of donated goods held at the year-end are not valued within the financial statements. In accordance with Trussell Trust guidelines stock is valued at £2.37 per kilo and this gives a notional stock valuation of £20,837 (2023: £11,624)

Funds

Unrestricted funds are funds which can be utilised at the discretion of the trustees. Funds held in reserve funds are not restricted as such but earmarked to fund specific initiatives or to provide sufficient funds to enable the Charity to fulfil its objectives over a twelve-month period.

Restricted funds can only be used for the purpose nominated by the donor.

Taxation

The Charity is exempt from taxation on its charitable activities including interest received.

Malvern Hills Foodbank

Notes to the Financial Statements / continued

30th September 2024

2. TRUSTEE AND VOLUNTEER PAYMENTS

Except for the two part-time employees the Charity operates solely by unpaid volunteers. The Trustees and the volunteers receive no remuneration or expenses other than reimbursement only in respect of direct expenses incurred on behalf of the Charity. The foodbank owes a debt of gratitude to its loyal volunteers and thank them all for their help and support.

3. SUMMARY OF RESOURCES EXPENDED

	2024	2023
	£	£
Special Projects	500	-
Food and sundries for distribution	54,280	41,816
Payroll costs	17,404	3,390
Fuel top up payments	8,159	2,280
Bags and boxes	1,725	2,455
Rent and service charge	15,660	15,660
Light, heat and water	3,957	2,812
Bank charges	132	222
Printing, stationery and consumables	1,095	556
Sundry equipment and repairs	1,140	1,254
Insurances	1,130	500
Miscellaneous	1,939	1,979
Protective clothing	592	677
Cleaning	2,981	4,177
Telephone and broadband	637	501
Transport and delivery costs	3,199	2,938
Depreciation of equipment	2,695	2,464
Loss on disposal of equipment	204	-
Amortisation of leasehold improvements	6,488	6,488
Dedicated CAB support initiative	23,795	19,974
Total resources expended	147,712	110,143

Malvern Hills Foodbank

Notes to the Financial Statements / continued 30th September 2024

4. TANGIBLE FIXED ASSETS

	Equipment	Leasehold Improvements	Total
	£	£	£
Cost as at 1 st October 2023	25,982	19,464	45,446
Additions	2,449	-	2,449
Elimination on disposals	(1,117)	-	(1,117)
	<hr/>	<hr/>	<hr/>
Cost as at 30 th September 2024	27,314	19,484	46,778
	<hr/>	<hr/>	<hr/>
Depreciation/Amortisation as at 1 st October 2023	16,439	10,808	27,247
Elimination on disposals	(912)	-	(912)
Charge for the year	2,695	6,488	9,183
	<hr/>	<hr/>	<hr/>
Depreciation as at 30 th September 2024	18,222	17,296	35,518
	<hr/>	<hr/>	<hr/>
Net book value 30 th September 2024	9,092	2,168	11,260
	<hr/>	<hr/>	<hr/>
Net book value 30 th September 2023	9,543	8,656	18,199
	<hr/>	<hr/>	<hr/>

5. RESTRICTED FUNDS

During the year £1,700 was received and applied as restricted funds. Of this £1,200 was for energy support, included in fuel top up expenditure, and £500 was for special projects. Restricted funds from MHDC Household Support Grant received in the previous year have been used for fuel top up totalling £6,959, leaving a balance to carry forward of £761.

In addition, £37,555 was received from Trussell Trust as part of their Financial Inclusion Grant for the support of CAB services including related office costs, comprising restricted funds of £32,657 and unrestricted funds of £4,898. Adjusting for deferred restricted income carried forward of £5,441, the net incoming resources included in the financial statement are shown as £32,560 restricted and £4,882 unrestricted.

Malvern Hills Foodbank

Independent Examiner's Report 30th September 2024

Independent Examiner's Report

I report to the Trustees on my examination of the financial statements of the Malvern Hills Foodbank for the year ended 30th September 2024

Responsibilities and basis of report

As the Trustees of the Charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ("the Act")

I report in respect of my examination of the Charity's financial statements carried out under section 145 of the Act and in carrying out my examination I have considered all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

1. Accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
2. The financial statements do not accord with those records; or
3. The financial statements do not comply with the applicable requirements concerning the form and content of financial statements set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the financial statements give a "true and fair view" which is not a matter considered as part of an independent examination.

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

Signed: 

Name: Christopher Price
Address: Malvern Worcestershire

Date: 30.10.2024

MALVERN HILLS FOODBANK

England & Wales - Charity number 1151964

Accounts



MALVERN HILLS FOODBANK

Trustees' Annual Report and Financial Statements

For the year ended 30th September 2023



Malvern Hills Foodbank

The Trustees' Annual Report and Financial Statements - Contents 30th September 2023

Pages 1 to 5	Trustees' Annual Report
Page 6	Statement of Financial Activities
Page 7	Balance Sheet
Pages 8 to 10	Notes to the Financial Statements
Page 11	Independent Examiner's Report

Malvern Hills Foodbank

The Trustees' Annual Report / continued

30th September 2023

The Trustees are pleased to present their eleventh annual report of the Malvern Hills Foodbank ("The Charity") for the year ended 30th September 2023.

REFERENCE AND ADMINISTRATION INFORMATION

Address and Registration Details

Registered charity number: 1151964

Principal office: Unit 4, Spring Court, Spring Lane South, Malvern, WR14 1AT

Gift Aid: The Charity is registered with HM Revenue and Customs

Constitution

The Charity is constituted as a charitable association, and it is registered as a charity with the Charity Commission in England and Wales.

Trustees

Unless otherwise stated, the following have served throughout the year and were Trustees as of 30th September 2023:

Peter Buchanan	Chair
Anne Garner	Treasurer -retired 24 th April 2023
Malcolm Garner	Treasurer - appointed 24 th April 2023
Julie Elliot	
Mike Hayes	
Amanda Hornsby	Retires 27 th November 2023
Sandie Lillis	Retired 13th February 2023
Kevin McCann	Appointed 5th June 2023
Jane Marshall	
Mary Rowswell	
Roger Watson	
Mary Williams	

In accordance with the Charity constitution Julie Elliot, Jane Marshall and Mary Rowswell retire by rotation at the annual general meeting and shall be eligible for re-election, by the members, at that meeting. Malcolm Garner and Kevin McCann, being appointed during the year, are also required to retire but being eligible offer themselves for re-election.

The Trustees have received notice that Amanda Hornsby will be retiring at the annual general meeting. Amanda has been a volunteer for over ten years, a team leader for the past four years and Deputy Chair for the last two years. The Trustees wish to record their thanks and gratitude for the tremendous contribution Amanda has made as a Trustee and they are pleased to note Amanda will continue as a team leader.

Malvern Hills Foodbank

The Trustees' Annual Report / continued

30th September 2023

The Trustees also wish to record their utmost appreciation for the contribution Anne Garner has made since the inception of the Charity. Anne was a founder member and as treasurer contributed considerably towards the development of the Charity. The Trustees are pleased to note that Anne continues as the Charity Accountant assisting the new treasurer.

Trust Secretary

Katherine Osbourn

Bankers

HSBC Bank plc
1 Church Street
Malvern
WR14 2AB

Recruitment of Trustees

New Trustees are initially approved by the Board of Trustees. In doing so they are focused on individuals who will maintain a balance of professional skills and experience, as well as being able to contribute towards the effective governance and operations of the Charity.

Organisational structure

The Trustees have agreed to govern via a Board of Trustees and team leaders. The team leaders, currently six in number, are responsible for running their duty sessions. In addition, during the year the Trustees employed an Operations Coordinator who attends every session and provides support and consistency to the team leaders. All the operational responsibilities are shared between Trustees and non-trustees. The food is distributed not only from Unit 3 and 4 Spring Lane, but also at The Lyttelton Well and the Upton Baptist Church. The trustees thank these organisations for their ongoing support.

OBJECTS AND ACTIVITIES

Objectives and public benefit

The charity's objects are:

"The relief of hardship amongst people in the Malvern Hills district and the surrounding area, or in other parts of the United Kingdom, in such ways as the trustees from time to time think fit, in particular, but not exclusively by:

- a) providing emergency food, essential toiletries, and household items to individuals and families in need and/or for distribution by charities or other organisations working to prevent or relieve poverty; and
- b) by such other means, including (but not limited to) the provision of support or signposting to relevant information and other advisory services."

The trustees have due regard to the Charity Commission's public benefit guidance and this report demonstrates how the Charity has carried out those purposes during the year and continues to provide a public benefit to the local community.

Malvern Hills Foodbank

The Trustees' Annual Report / continued

30th September 2023

Activities and Trustees' Review

The Charity is affiliated to the Trussell Trust whose guidelines are followed in the operations and procedures of the Charity. Close links with Trussell Trust continue to be maintained through "cluster" meetings on zoom with their Area Manager and representatives from other Worcestershire Foodbanks.

Achievements

	2022-23	2021-22
Vouchers fulfilled	2,039	2,102
Unique households	968	831
Food parcels provided	5,461	5,411
Food, toiletries and household goods donated by local people and organisations (kg)	49,068	45,023
Food, toiletries and household goods purchased with cash donations (kg)	16,054	8,512
Food, toiletries and household goods distributed - voucher and non-voucher(kg)	64,448	53,871
Fresh food vouchers (£)	0	20,340
Fuel top up payments (£)	2,280	8,610
Active Referral Agencies working as distributors of vouchers	25	48
Volunteers	78	74

The Charity has 25 directly partnered referral agencies which issued 85% of the vouchers. Of these, CAB alone issued 35%. The other 15% were issued by agencies which are partnered with other Trussell Trust foodbanks, including Platform Housing and WCC Social Services teams.

In terms of food parcels provided the number has levelled off compared to annual increases in previous years. However, the volume of food and household goods distributed has increased by 19.6% from last year.

We have only been able to achieve our objectives through the excellent support of Malvern and Upton Churches, the wider district Churches, and the local community. We thank them all for their donations of food and other items during these difficult times. In addition, we would like to record our thanks to Waitrose, Morrison's, the two Co-ops, Just So, Lidl, One Stop, Sainsbury, Tesco, BlueCross and Malvern Pet Supplies for their permanent collection points. These have not only increased donations but also have enabled us to communicate to the public the needs and reasons for having a food bank.

FINANCIAL REVIEW

General

In addition to the receipt of donated food and other items the Charity has again received during the year overwhelming financial support from the local community. There is an ongoing trend that the local community are contributing more cash donations in lieu of food donations. This has enabled the Trustees to increase the level of food and sundry purchases.

Malvern Hills Foodbank

The Trustees' Annual Report / continued

30th September 2023

The local community financial donations have been enhanced by a specific £10,000 Household Support Grant from MHDC of which £2,280 is credited in incoming resources, and from a Financial Inclusion Grant from Trussell Trust amounting to £36,889 of which £32,078 is restricted and £4,811 unrestricted funds. Of these amounts £26,734 - see note 5 below - and £4,011 respectively have been credited to incoming resources.

As reported last year Trussell Trust are working closely with local foodbanks to provide enhanced services to help clients receive specialist advice in overcoming their difficulties. The Financial Inclusion Grant credit of £30,745 has enabled the Charity to have dedicated CAB support at Spring Lane and at Upton. This facility has been extremely beneficial and helpful to clients. Trussell Trust have confirmed that grant support will be available for the next two years which is excellent news, however the Trustees are committed to continue with this facility for the foreseeable future and accordingly funds are being earmarked to cover the cost post any grant support.

With the cost of living and energy crisis creating even greater pressure on those in need the Trustees have considered and implemented during the year new initiatives to provide additional support. These include:

- Increasing the contents of the food parcels by approximately 20%.
- Committing to the increased purchase of food and sundries to supplement any shortages in donated goods.
- In addition to the eggs, bread, cheese and spread already provided, we are now buying in seasonal fruits, vegetables and salads for inclusion in the food parcels.
- The provision of breakfast type foods to schools in the area that have possible issues with children suffering from food poverty. There are currently four schools that receive a weekly delivery.
- From July onwards energy top up vouchers have again been provided for those clients in difficulty with pre-paid meters. This support is to be expanded from October to include all eligible clients that have energy debt problems.

The increasing demand for the foodbank support has placed considerable demands on all the volunteer Trustees and volunteers. To ensure that client help is robust, consistent and sustainable the Trustees decided to recruit its first paid employee in the role of Operations Coordinator. The employment started in July 2023 and already the benefits and improvements are exceeding all expectations.

Reserves policy

The Trustees continue to consider the need for a Reserves Policy. They have taken account of the uncertainty of receiving a sustainable level of donations compared to the largely fixed overhead expenditure, coupled with the Charity's new initiatives, in particular the dedicated CAB support and the employment of a paid employee. The Trustees consider it prudent therefore to continue to set aside reserves which approximate to the anticipated resource expenditure for a twelve-month period needed to provide where possible ongoing support for people in crisis. The Trustees have resolved to increase the Reserve Fund by a further £40,000 to £80,000 in total.

Malvern Hills Foodbank

The Trustees' Annual Report / continued

30th September 2023

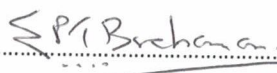
THE FUTURE

The various initiatives that have been committed to will increase the future resource expenditure on an annualised basis to approximately £150,000 per annum. The Trustees have confidence in delivering existing support and will continually review ongoing circumstances to assess if services could be improved upon, in the knowledge that the support of Malvern community has been so generous. This cannot be taken for granted, particularly in these troubled times and hence the need for the increased Reserve Fund.

The Trustees regret the need to have a charity such as Malvern Hills Foodbank but whilst there is a need the Trustees will continue to increase the awareness amongst the whole community to encourage the support required to enable the Charity to achieve its objectives.

Approved by the Trustees on 23 October 2023 and signed on their behalf by:

Peter Buchanan - Chair


.....

Malvern Hills Foodbank

Statement of Financial Activities Year ended 30th September 2023

	Notes	2023 £	2022 £
Incoming resources:			
Financial donations		131,110	88,329
Gift aid		13,929	12,423
Trussell Trust Financial Inclusion Grant:			
- restricted	5	26,734	-
- unrestricted		4,011	-
MHDC Household Support Grant - restricted	5	2,280	-
MHDC grants re rent		1,875	1,875
Membership fees		17	40
Dividends from Reserve Policy deposits		63	50
Bank interest		1,248	16
Financial Income		181,267	102,733
Valuation of donations in kind	1	116,291	106,704
Total of incoming resources		297,558	209,437
Resources expended:			
Per summary	3	110,143	90,865
In kind donations distributed	1	116,291	106,704
Total of resources expended		226,434	197,569
Increase in resources before transfers		71,124	11,868
Transfer to Reserve Policy Fund		(40,000)	(10,000)
Net increase in unrestricted funds		31,124	1,868
Unrestricted funds brought forward		56,014	54,146
Unrestricted funds carried forward		87,138	56,014


Malvern Hills Foodbank

Balance Sheet

As at 30th September 2023

	Notes	2023		2022	
		£	£	£	£
Tangible fixed assets:	4		18,199		19,943
Current assets:					
Reserve Policy Fund deposit account		25,188		25,125	
Bank balance - current account		27,080		8,512	
Bank balance - deposit account		91,339		30,091	
Debtors - gift aid rebate		13,886		12,306	
Food and fuel vouchers		1,066		567	
Sundry debtors and prepayments		4,704		250	
		<u>163,263</u>		<u>76,851</u>	
Less: Sundry creditors		(460)		(780)	
Deferred income -unrestricted		(800)		-	
-restricted		(13,064)		-	
		<u>148,939</u>		<u>76,071</u>	
Net current assets			148,939		76,071
Total net assets			<u>167,138</u>		<u>96,014</u>
FUNDS OF THE CHARITY:					
Unrestricted funds	5		87,138		56,014
Reserve Policy Fund			80,000		40,000
			<u>167,138</u>		<u>96,014</u>

Approved by the Trustees on 23 October 2023 and authorised to sign on their behalf by:

Peter Buchanan - Chair.....

Malcolm Garner - Treasurer.....

Malvern Hills Foodbank

Notes to the Financial Statements

30th September 2023

1. ACCOUNTING POLICIES

Audit

The Charity is not required to have a statutory audit since income and total assets are below the required thresholds.

Income

Voluntary income, including donations gift aided, are recognised as income when received. Where applicable, gift aid income tax recoverable, is recognised when the recovery is receivable.

Donations in kind given for distribution are recognised as incoming resources only when distributed with an equivalent amount being included as resources expended. The valuation of such donations is based on Trussell Trust guidelines which currently is £2.37 per kilo.

No value is attributable to time donated by volunteers as it would be totally impracticable to record and value such time.

Tangible fixed assets and depreciation

Tangible fixed assets are capitalised at cost, or at fair value to the Charity if donated, if they have a useful life of more than one year.

Depreciation is provided on a straight-line basis to write off the assets over their effective useful life. Equipment is depreciated at 20%. Leasehold improvements for Unit 3 are written off over the 3-year lease period.

Stock

Stocks of donated goods held at the year-end are not valued within the financial statements. In accordance with Trussell Trust guidelines stock is valued at £2.37 per kilo and this gives a notional stock valuation of £11,624 (2022: £13,376)

Funds

Unrestricted funds are funds which can be utilised at the discretion of the trustees. Funds held in reserve funds are not restricted as such but earmarked to fund specific initiatives or to provide sufficient funds to enable the Charity to fulfil its objectives over a twelve- month period.

Restricted funds can only be used for the purpose nominated by the donor.

Malvern Hills Foodbank

Notes to the Financial Statements / continued

30th September 2023

2. TRUSTEE AND VOLUNTEER PAYMENTS

Except for the newly appointed Operations Coordinator the Charity operates solely by unpaid volunteers. The Trustees and the volunteers receive no remuneration or expenses other than reimbursement only in respect of direct expenses incurred on behalf of the Charity. The foodbank owes a debt of gratitude to its loyal volunteers and thank them all for their help and support.

3. SUMMARY OF RESOURCES EXPENDED

	2023	2022
	£	£
Food and sundries for distribution	41,816	24,576
Fresh food vouchers	-	20,340
Payroll costs	3,390	-
Fuel top up payments	2,280	8,610
Bags and boxes	2,455	1,587
Rent and service charge	15,660	10,885
Light, heat and water	2,812	1,998
Bank charges	222	110
Printing, stationery and consumables	556	1,304
Sundry equipment and repairs	1,254	1,486
Insurances	500	701
Miscellaneous	1,979	1,169
Protective clothing and PPE	677	2,029
Cleaning	4,177	3,074
Telephone and broadband	501	508
Transport and delivery costs	2,938	6,500
Depreciation of equipment	6,488	1,668
Amortisation of leasehold improvements	2,464	4,320
Dedicated CAB support initiative	19,974	-
Total resources expended	110,143	90,865

Malvern Hills Foodbank

Notes to the Financial Statements / continued 30th September 2023

4. TANGIBLE FIXED ASSETS

	Equipment	Leasehold Improvements	Total
	£	£	£
Cost as at 1 st October 2022	19,574	19,464	39,038
Additions	7,208	-	7,208
Elimination on disposals	(800)	-	(800)
	<hr/>	<hr/>	<hr/>
Cost as at 30 th September 2023	25,982	19,464	45,446
	<hr/>	<hr/>	<hr/>
Depreciation/Amortisation as at 1 st October 2022	14,775	4,320	19,095
Elimination on disposals	(800)	-	(800)
Charge for the year	2,464	6,488	8,952
	<hr/>	<hr/>	<hr/>
Depreciation as at 30 th September 2023	16,439	10,808	27,247
	<hr/>	<hr/>	<hr/>
Net book value 30 th September 2023	9,543	8,656	18,199
	<hr/>	<hr/>	<hr/>
Net book value 30 th September 2022	4,799	15,144	19,943
	<hr/>	<hr/>	<hr/>

5. RESTRICTED FUNDS

During the year financial donations of restricted funds comprising £10,000 for a MHDC Household Support Grant was received. Of this £2,280 has been included in incoming resources with the balance of £7,720 being carried forward as restricted deferred income. The restricted expended resource of £2,280 is shown as fuel top up payments.

£32,078 was also received as restricted funds from the Trussell Trust Financial Inclusion Grant. Of this £26,734 has been included in incoming resources with the balance of £5,344 being carried forward as restricted deferred income. The restricted expended resource was for property costs £6,760 and £19,974 for the dedicated CAB support initiative.

Malvern Hills Foodbank

Independent Examiner's Report

30th September 2023

Independent Examiner's Report

I report to the Trustees on my examination of the financial statements of the Malvern Hills Foodbank for the year ended 30th September 2023

Responsibilities and basis of report

As the Trustees of the Charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ("the Act")

I report in respect of my examination of the Charity's financial statements carried out under section 145 of the Act and in carrying out my examination I have considered all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

1. Accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
2. The financial statements do not accord with those records; or
3. The financial statements do not comply with the applicable requirements concerning the form and content of financial statements set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the financial statements give a "true and fair view" which is not a matter considered as part of an independent examination.

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

Signed: 

Name: Christopher Price
Address: Malvern Worcestershire

Date: 25.10.2023

MALVERN HILLS FOODBANK

England & Wales - Charity number 1151964

Accounts



MALVERN HILLS FOODBANK

Trustees' Annual Report and Financial Statements

For the year ended 30th September 2022

Malvern Hills Foodbank

The Trustees' Annual Report and Financial Statements - Contents 30th September 2022

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Malvern Hills Foodbank

The Trustees' Annual Report / continued 30th September 2022

The Trustees are pleased to present their tenth annual report of the Malvern Hills Foodbank ("The Charity") for the year ended 30th September 2022.

REFERENCE AND ADMINISTRATION INFORMATION

Address and Registration Details

Registered charity 1151964
number:

Principal office: Unit 4, Spring Court, Spring Lane South, Malvern, WR14 1AT

Gift Aid: The Charity is registered with HM Revenue and Customs

Constitution

The Charity is constituted as a charitable association and it is registered as a charity with the Charity Commission in England and Wales.

Trustees

Unless otherwise stated, the following have served throughout the year and were Trustees as at 30th September 2022:

Peter Buchanan	Chair
Anne Garner	Treasurer
Gillian Butler	Retired 22 nd November 2021
Stuart Edlington	Retired 22 nd November 2021
Julie Elliot	Appointed 11th April 2022
Mike Hayes	
Amanda Hornsby	
Sandie Lillis	
Jane Marshall	Appointed 22nd November 2021
Mary Rowswell	Appointed 22nd November 2021
David Wareing	Retires 28th November 2022
Roger Watson	
Mary Williams	

In accordance with the Charity constitution Amanda Hornsby, Roger Watson and Sandie Lillis retire by rotation at the annual general meeting and shall be eligible for re-election, by the members, at that meeting.

The Trustees have received notice that David Wareing will be retiring at the annual general meeting. David was a founder member of the Charity and he was also its first chairman. The Trustees wish to record their thanks and gratitude for the tremendous contribution David has made over the last ten years.

Trust Secretary

Katherine Osbourn

Bankers

HSBC Bank plc
1 Church Street
Malvern
WR14 2AB

Malvern Hills Foodbank

The Trustees' Annual Report / continued 30th September 2022

Recruitment of Trustees

New Trustees are initially approved by the Board of Trustees. In doing so they are focused on individuals who will maintain a balance of professional skills and experience, as well as being able to contribute towards the effective governance and operations of the Charity.

Organisational structure

The Trustees have agreed to govern via a Board of Trustees and team leaders. The team leaders, currently six in number, are responsible for running their duty sessions. All of the operational responsibilities are shared between Trustees and non-trustees. The food is distributed not only from Unit 3 and 4, but also at The Lyttelton Well and the Upton Baptist Church. The trustees thank these organisations for their ongoing support.

OBJECTS AND ACTIVITIES

Objectives and public benefit

The charity's objects are:

"The relief of hardship amongst people in the Malvern Hills district and the surrounding area, or in other parts of the United Kingdom, in such ways as the trustees from time to time think fit, in particular, but not exclusively by:

- a) providing emergency food, essential toiletries, and household items to individuals and families in need and/or for distribution by charities or other organisations working to prevent or relieve poverty; and
- b) by such other means, including (but not limited to) the provision of support or signposting to relevant information and other advisory services."

The trustees have due regard to the Charity Commission's public benefit guidance and this report demonstrates how the Charity has carried out those purposes during the year and continues to provide a public benefit to the local community.

Activities and Trustees' Review

The Charity is affiliated to the Trussell Trust whose guidelines are followed in the operations and procedures of the Charity. Due to the pandemic the Trussell Trust annual support visit has again been postponed. However, close links with Trussell Trust have been maintained through "cluster" meetings on zoom with the Area Manager and representatives from other Worcester Foodbanks. The Chairman and Treasurer met with Trussell Trust staff to discuss the award to us of a significant Financial Inclusion Grant. In addition, the Chairman has also met with the CEO of Trussell Trust and others at the Trust's South of England Strategic Consultative Group .

Malvern Hills Foodbank

The Trustees' Annual Report / continued 30th September 2022

Achievements

	2021 - 22	2020-21
Food parcels provided	5,411	4,308
Food, toiletries and household goods donated by local people and organisations (kg)	45,023	38,168
Food, toiletries and household goods purchased with cash donations (kg)	8,512	4,619
Food, toiletries and household goods distributed - voucher and non-voucher(kg)	53,871	46,381
Fresh food vouchers (£)	20,340	32,355
Fuel top up payments (£)	8,610	11,178
Active Referral Agencies working as distributors of vouchers	48	48
Volunteers	74	35

The Charity has 48 registered referral agencies, of which 26 issued at least 1 voucher in the year. These agencies accounted for 1613 referrals and 4262 food parcels. In addition, 41 referral agencies, which are registered with other Trussell Trust food banks, issued vouchers which were fulfilled by Malvern Hills Foodbank. These agencies accounted for 489 referrals and 1149 food parcels. The main referral agencies which accounted for 1214 of all referrals were Citizens Advice South Worcestershire, Platform Housing Group, Maggs Day Centre and WCC Social Services.

We have only been able to achieve our objectives through the excellent support of Malvern and Upton Churches, the wider district Churches, and the local community. We thank them all for their donations of food and other items during these difficult times. In addition, we would like to record our thanks to Waitrose, Morrison's, the two Co-ops, Just So, Lidl, One Stop, Sainsbury, Tesco and Malvern Pet Supplies for their permanent collection points. These have not only increased donations but also have enabled us to communicate to the public the needs and reasons for having a food bank.

FINANCIAL REVIEW

General

In addition to the receipt of donated food and other items the Charity has again received during the year overwhelming financial support from the local community. This continued support together with assistance from Trussell Trust has enabled the Charity to lease the adjacent property at Unit 3 Spring Lane from February 2022.

With the easing of the lockdown and the increasing demand for Foodbank support the Trustees have been concerned that the limited space at Unit 4 would not be adequate to provide clients with appropriate privacy and access to discreet signposting guidance. The availability of Unit 3 presented the opportunity for the Trustees to overcome these concerns. The dilapidated unit was transformed into three areas - a larger picking area to improve the working environment of volunteers preparing food parcels - a warm and welcoming client reception area - and a separate private office for confidential client meetings.

Trussell Trust are leading a national initiative, "Stop UK Hunger" with the objective to encourage foodbanks to provide enhanced services to help clients receive specialist advice in overcoming their difficulties. Unit 3 now provides that opportunity. Trussell Trust are funding the cost of CAB providing specialist personnel to be situated at Unit 3 to offer dedicated signposting and advice for clients. This support will also be available at Upton.

Malvern Hills Foodbank

The Trustees' Annual Report / continued 30th September 2022

This funding will be made available for a minimum of two years, possibly three. The CAB funding initiative commenced in October 2022.

The costs of transforming Unit 3 have been capitalised as leasehold improvements and will be written off over a three -year period.

In conjunction with the Unit 3 development, the Trustees are also encouraging clients to collect from the Foodbank rather than a delivery only service. This not only means clients can receive fresh foods but also it provides the opportunity to offer signposting support - a core part of the Charity objectives. This change has meant that the provision of vouchers for fresh food has ceased as well as the provision of fuel vouchers.

Reserves policy

The Trustees have considered the need for a Reserves Policy. They have taken account of the uncertainty of receiving a sustainable level of donations compared to the largely fixed overhead expenditure, coupled with the Charity's objectives to provide where possible ongoing support for people in crisis. The Trustees consider it prudent therefore to continue to set aside reserves which approximate to the anticipated resource expenditure for a twelve-month period. With increased overhead costs mainly arising from Unit 3 the Trustees have increased the Reserve Fund to £40,000. The £5,000 reserve for fuel top ups is no longer required and has been written back to unrestricted funds.

THE FUTURE

The Trustees continually review circumstances each year to assess if existing services could be improved upon. However, the acquisition of Unit 3 and the CAB arrangements will be the main focus for the next year.

The Trustees regret the need to have a charity such as Malvern Hills Foodbank but whilst there is a need the Trustees will continue to increase the awareness amongst the whole community to encourage the support required to enable the Charity to achieve its objectives.

Approved by the Trustees on 24 October 2022 and signed on their behalf by:

Peter Buchanan - Chair

.....

Malvern Hills Foodbank
Statement of Financial Activities
Year ended 30th September 2022

	Note s	2022	2021
		£	£
Incoming resources:			
Financial donations		88,329	70,399
Gift aid		12,423	8,967
Membership fees		40	7
MHDC grants re rent		1,875	1,875
Local Authority Covid support grants		-	15,950
Dividends from Reserve Policy deposits		50	-
Bank interest		16	5
		-----	-----
Financial Income		102,733	97,203
Valuation of donations in kind	1	106,704	81,168
		-----	-----
Total of incoming resources		209,437	178,371
		-----	-----
Resources expended:			
Per summary	3	90,865	90,747
In kind donations distributed		106,704	81,168
		-----	-----
Total of resources expended		197,569	171,915
		-----	-----
Net increase in resources		11,868	6,456
Unrestricted funds brought forward		54,071	47,615
Transfer to Reserve Policy Fund net		(10,000)	-----
		-----	-----
Unrestricted funds carried forward		55,939	47,615
		-----	-----

Malvern Hills Foodbank

Balance Sheet

As at 30th September 2022

	Note s	2022		2021	
		£	£	£	£
Tangible fixed assets:	4		19,943		1,351
Current assets:					
Reserve Policy Fund deposit account		40,125		25,075	
Bank balance - current account		8,512		5,422	
Bank balance - deposit account		15,091		40,074	
Debtors - gift aid rebate		12,306		8,842	
Food and fuel vouchers		567		3,577	
Sundry debtors		250		200	
		-----		-----	
		76,851		83,190	
Less: Sundry creditors		(780)		(395)	
		-----		-----	
Net current assets			76,071		82,795
			-----		-----
Total net assets			96,014		84,146
			-----		-----
FUNDS OF THE CHARITY:					
Unrestricted funds:	5		55,939		54,071
Reserve Policy Fund			40,075		25,075
Fuel top up fund			-		5,000
			-----		-----
Total funds			96,014		84,146
			-----		-----

Approved by the Trustees on 24 October 2022 and authorised to sign on their behalf by:

Peter Buchanan - Chair.....

Anne Garner - Treasurer.....

Malvern Hills Foodbank

Notes to the Financial Statements 30th September 2022

1. ACCOUNTING POLICIES

Audit

The Charity is not required to have a statutory audit since income and total assets are below the required thresholds.

Income

Voluntary income, including donations gift aided, are recognised as income when received. Where applicable, gift aid income tax recoverable, is recognised when the recovery is receivable.

Donations in kind given for distribution are recognised as incoming resources only when distributed with an equivalent amount being included as resources expended. The valuation of such donations is based on Trussell Trust guidelines.

No value is attributable to time donated by volunteers as it would be totally impracticable to record and value such time.

Tangible fixed assets and depreciation

Tangible fixed assets are capitalised at cost, or at fair value to the Charity if donated, if they have a useful life of more than one year.

Depreciation is provided on a straight- line basis in order to write off the assets over their effective useful life. Equipment is depreciated at 20%. Leasehold improvements for Unit 3 are written off over the 3 year lease period.

Stock

Stocks of donated goods held at the year-end are not valued within the financial statements. The notional valuation of stock was £13,376 (2021: £12,740)

Funds

Unrestricted funds are funds which can be utilised at the discretion of the trustees. Funds held in reserve funds are not restricted as such but earmarked to fund specific initiatives or to provide sufficient funds to enable the Charity to fulfil its objectives over a twelve-month period.

Malvern Hills Foodbank

Notes to the Financial Statements / continued 30th September 2022

2. TRUSTEE AND VOLUNTEER PAYMENTS

The Charity operates solely by unpaid volunteers. The Trustees and the volunteers receive no remuneration or expenses other than reimbursement only in respect of direct expenses incurred on behalf of the Charity. The foodbank owes a debt of gratitude to its loyal volunteers and thank them all for their help and support.

3. SUMMARY OF RESOURCES EXPENDED

	2022	2021
	£	£
Food and sundries for distribution	24,576	13,875
Fresh food vouchers	20,340	32,355
Fresh food vouchers for special projects	-	8,075
Fuel top up payments	8,610	11,178
Bags and boxes	1,587	669
Rent and service charge	10,885	7,800
Light, heat and water	1,998	775
Bank charges	110	-
Printing, stationery and consumables	1,304	1,632
Sundry equipment and repairs	1,486	712
Insurances	701	478
Miscellaneous	1,169	1,013
Protective clothing and PPE	2,029	550
Cleaning	3,074	2,540
Telephone and broadband	508	696
Community Action delivery costs	6,500	7,715
Depreciation of equipment	1,668	684
Amortisation of leasehold improvements	4,320	-
	<hr/>	<hr/>
Total resources expended	90,865	90,747
	<hr/>	<hr/>

Malvern Hills Foodbank

Notes to the Financial Statements / continued 30th September 2022

4. TANGIBLE FIXED ASSETS

	Equipment	Leasehold Improvements	Total
	£	£	£
Cost as at 1 st October 2021	14,458	-	14,458
Additions	5,116	21,964	27,080
Contribution from Malvern Town Council	-	(2,500)	(2,500)
	-----	-----	-----
Cost as at 30 th September 2022	19,574	19,464	39,038
	-----	-----	-----
Depreciation/Amortisation as at 1 st October 2021	13,107	-	13,107
Charge for the year	1,668	4,320	5,988
	-----	-----	-----
Depreciation as at 30 th September 2022	14,775	4,320	19,095
	-----	-----	-----
Net book value 30 th September 2022	4,799	15,144	19,943
	-----	-----	-----
Net book value 30 th September 2021	1,351	-	1,351
	-----	-----	-----

5. RESTRICTED FUNDS

Included in financial donations are restricted funds comprising fresh food vouchers £9,174 and fuel top up funds £1,638, a total of £10,812. In addition Malvern Town Council donated £2,500 towards the cost of refurbishing Unit 3. These restricted funds have been fully expended during the year. All other donations are unrestricted. As at the 30th September 2022 there are no restricted funds to carry forward. (2021 £nil)

Malvern Hills Foodbank

Independent Examiner's Report

30th September 2022

Independent Examiner's Report

I report to the Trustees on my examination of the financial statements of the Malvern Hills Foodbank for the year ended 30th September 2022

Responsibilities and basis of report

As the Trustees of the Charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ("the Act")

I report in respect of my examination of the Charity's financial statements carried out under section 145 of the Act and in carrying out my examination I have considered all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

1. Accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
2. The financial statements do not accord with those records; or
3. The financial statements do not comply with the applicable requirements concerning the form and content of financial statements set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the financial statements give a "true and fair view" which is not a matter considered as part of an independent examination.

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

Signed:.....

Name: Christopher Price
Address: Malvern Worcestershire

Date:

MALVERN HILLS FOODBANK

England & Wales - Charity number 1151964

Accounts



MALVERN HILLS FOODBANK

Trustees' Annual Report and Financial Statements

For the year ended 30th September 2021



Malvern Hills Foodbank

The Trustees' Annual Report and Financial Statements - Contents 30th September 2021

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Malvern Hills Foodbank

The Trustees' Annual Report 30th September 2021

The Trustees are pleased to present their ninth annual report of the Malvern Hills Foodbank ("The Charity") for the year ended 30th September 2021.

REFERENCE AND ADMINISTRATION INFORMATION

Address and Registration Details

Registered charity number: 1151964

Principal office: Unit 4, Spring Court, Spring Lane South, Malvern, WR14 1AT

Gift Aid: The Charity is registered with HM Revenue and Customs

Constitution

The Charity is constituted as a charitable association and it is registered as a charity with the Charity Commission in England and Wales.

Trustees

Unless otherwise stated, the following have served throughout the year and were Trustees as at 30th September 2021:

Peter Buchanan	Chair
Anne Garner	Treasurer
Gillian Butler	
Stuart Edlington	
Mike Hayes	
Amanda Hornsby	
Sandie Lillis	Appointed 30th November 2020
David Wareing	
Roger Watson	
Mary Williams	

In accordance with the Charity constitution Peter Buchanan, Anne Garner and David Wareing retire by rotation at the annual general meeting and shall be eligible for re-election, by the members, at that meeting.

The Trustees have received notice that Gillian Butler and Stuart Edlington will be retiring at the annual general meeting. The Trustees wish to record their thanks and gratitude for their contribution and commitment.

Trust Secretary

Ann Baker

Bankers

HSBC Bank plc
1 Church Street
Malvern

Malvern Hills Foodbank

The Trustees' Annual Report / continued 30th September 2021

Recruitment of Trustees

New Trustees are initially approved by the Board of Trustees. In doing so they are focused on individuals who will maintain a balance of professional skills and experience, as well as being able to contribute towards the effective governance and operations of the Charity.

Organisational structure

The Trustees have agreed to govern via a Board of Trustees and team leaders. The team leaders, currently five in number, are responsible for running their duty sessions. All of the operational responsibilities are shared between Trustees and non-trustees. The food is distributed not only from Unit 4, but also at The Lyttelton Well and the Upton Baptist Church. The trustees thank these organisations for their ongoing support.

OBJECTS AND ACTIVITIES

Objectives and public benefit

The charity's objects are:

"The relief of hardship amongst people in the Malvern Hills district and the surrounding area, or in other parts of the United Kingdom, in such ways as the trustees from time to time think fit, in particular, but not exclusively by:

- a) providing emergency food, essential toiletries, and household items to individuals and families in need and/or for distribution by charities or other organisations working to prevent or relieve poverty; and
- b) by such other means, including (but not limited to) the provision of support or signposting to relevant information and other advisory services."

The trustees have due regard to the Charity Commission's public benefit guidance and this report demonstrates how the Charity has carried out those purposes during the year and continues to provide a public benefit to the local community.

Activities and Trustees' Review

The Charity is affiliated to the Trussell Trust whose guidelines are followed in the operations and procedures of the Charity. Due to the pandemic the Trussell Trust annual support visit has not been undertaken. However, the trustees have worked closely with team leaders throughout lockdown and beyond by regular "zoom" meetings to ensure that standards and best service continue to be provided to the local community.

Malvern Hills Foodbank

The Trustees' Annual Report / continued 30th September 2021

Achievements

	2020 - 21	2019 - 20
Food parcels provided	4,308	3,411
Food, toiletries and household goods donated by local people and organisations (kg)	38,168	44,046
Food, toiletries and household goods purchased with cash donations (kg)	4,619	3,687
Food, toiletries and household goods distributed - voucher and non-voucher(kg)	46,381	35,013
Fresh food vouchers (£)	32,355	4,805
Fuel top up payments (£)	11,178	3,415
Active Referral Agencies working as distributors of vouchers	48	59
Volunteers	35	43

The Charity has 48 registered referral agencies, of which 32 issued at least 1 voucher in the year. These agencies accounted for 1,463 referrals and 3,782 food parcels. In addition, 32 referral agencies, which are registered with other Trussell Trust food banks, issued vouchers which were fulfilled by Malvern Hills Foodbank. These agencies accounted for 240 referrals and 526 food parcels. The main referral agencies which accounted for 60% of all referrals were Citizens Advice South Worcestershire, Job Centre Plus, Platform Housing Group, Maggs Day Centre and WCC Social Services.

We have only been able to achieve our objectives through the excellent support of Malvern and Upton Churches, the wider district Churches, and the local community. Thank you for all of the donations of food and other items during this difficult time. In addition we would like to record our thanks to Waitrose, Morrison's, the two Co-ops, Just So, Lidl, One Stop and Sainsbury for their permanent collection points. These have not only increased donations but also have enabled us to communicate to the public the needs and reasons for having a food bank.

Due to the pandemic we have continued to use a mainly delivery service from our warehouse assisted by Community Action Malvern. The Lyttelton Well and Upton Baptist Church have also helped by providing increased access for the Charity food parcels, particularly when the warehouse is closed.

Our partnership with the Lyttelton Well continues to grow whereby they also provide free hot meals and refreshments from their café to those in need.

Malvern Hills Foodbank

The Trustees' Annual Report / continued
30th September 2021

FINANCIAL REVIEW

General

In addition to the receipt of donated food and other items the Charity has received during the year overwhelming financial support from the local community. The pandemic has continued to reduce the opportunity for the public to obtain foods for donations so instead this has been replaced by increased financial donations many of which are standing orders and gift aided. In addition the Charity has received £15,950 in Covid related emergency grants from Local Authorities, and £4,318 from the Malvern Mayor's charity. The combination of this tremendous increased financial support has enabled the Charity to continue not only with the purchase of shortages but also to increase the number of vouchers for fresh food and fuel top-up payments generally, and specifically for those adversely affected by Covid 19.

Reserves policy

The Trustees have considered the need for a Reserves Policy. They have taken account of the uncertainty of receiving a sustainable level of donations compared to the largely fixed overhead expenditure, coupled with the Charity's objectives to provide where possible ongoing support for people in crisis. The Trustees consider it prudent therefore to continue to set aside reserves which approximate to the anticipated resource expenditure for a twelve month period. As such the sum of £25,000 has been deposited with the Castle & Crystal Credit Union.

THE FUTURE

The Trustees continually review circumstances each year to assess if existing services could be improved upon or if additional services could be provided. In this context the Trustees are reviewing the possibility of acquiring additional office and storage space which will enable the Foodbank to provide a more discreet meeting area for clients, and to improve the safety and working environment of our volunteers.

The Trustees regret the need to have a charity such as Malvern Hills Foodbank but whilst there is a need the Trustees will continue to increase the awareness amongst the whole community to encourage the support required to enable the Charity to achieve its objectives.

Approved by the Trustees on 25 October 2021 and signed on their behalf by:

Peter Buchanan - Chair Peter Buchanan

Malvern Hills Foodbank

Statement of Financial Activities

Year ended 30th September 2021

	Notes	2021 Unrestricted Funds £	2020 Unrestricted Funds £
Incoming resources:			
Financial donations		70,399	54,379
Gift aid		8,967	7,020
Membership fees		7	9
MHDC grants re rent		1,875	1,875
Local Authority Covid support grants		15,950	-
Bank interest		5	35
		<hr/>	<hr/>
Financial Income		97,203	63,318
Valuation of donations in kind	1	81,168	77,080
		<hr/>	<hr/>
Total of incoming resources		178,371	140,398
		<hr/>	<hr/>
Resources expended:			
Per summary	3	90,747	38,711
In kind donations distributed		81,168	77,080
		<hr/>	<hr/>
Total of resources expended		171,915	115,791
		<hr/>	<hr/>
Net increase in resources		6,456	24,607
		<hr/>	<hr/>
Unrestricted funds brought forward		47,615	23,008
		<hr/>	<hr/>
Unrestricted funds carried forward		54,071	47,615
		<hr/>	<hr/>

Malvern Hills Foodbank

Balance Sheet

As at 30th September 2021

	Notes	2021		2020	
		£	£	£	£
Tangible fixed assets:	4		1,351		918
Current assets:					
Reserve Policy Fund deposit account		25,075		25,075	
Bank balance - current account		5,422		3,639	
Bank balance - deposit account		40,074		40,070	
Debtors - gift aid rebate		8,842		7,023	
Food and fuel vouchers		3,577		1,195	
Sundry debtors		200		90	
		<u>83,190</u>		<u>77,092</u>	
Less: Sundry creditors		(395)		(320)	
		<u>82,795</u>		<u>76,772</u>	
Net current assets			<u>82,795</u>		<u>76,772</u>
Total net assets			<u>84,146</u>		<u>77,690</u>
FUNDS OF THE CHARITY:					
Unrestricted funds:			54,071		47,615
Reserve Policy Fund			25,075		25,075
Fuel top up fund			5,000		5,000
			<u>84,146</u>		<u>77,690</u>
Total funds			<u>84,146</u>		<u>77,690</u>

Approved by the Trustees on 25 October 2021 and authorised to sign on their behalf by:

Peter Buchanan - Chair.....

Anne Garner - Treasurer.....

Malvern Hills Foodbank

Notes to the Financial Statements

30th September 2021

1. ACCOUNTING POLICIES

Audit

The Charity is not required to have a statutory audit since income and total assets are below the required thresholds.

Income

Voluntary income, including donations gift aided, are recognised as income when received. Where applicable, gift aid income tax recoverable, is recognised when the recovery is receivable.

Donations in kind given for distribution are recognised as incoming resources only when distributed with an equivalent amount being included as resources expended. The valuation of such donations is based on Trussell Trust guidelines.

No value is attributable to time donated by volunteers as it would be totally impracticable to record and value such time.

Tangible fixed assets and depreciation

Tangible fixed assets are capitalised at cost, or at fair value to the Charity if donated, if they have a useful life of more than one year.

Depreciation is provided on a straight line basis in order to write off the assets over their effective useful life. Equipment is depreciated at 20%.

Stock

Stocks of donated goods held at the year-end are not valued within the financial statements. The notional valuation of stock was £12,740 (2020: £14,724)

Funds

Unrestricted funds are funds which can be utilised at the discretion of the trustees. Funds held in reserve funds are not restricted as such but earmarked to fund specific initiatives or to provide sufficient funds to enable the Charity to fulfil its objectives over a twelve month period.

Malvern Hills Foodbank

Notes to the Financial Statements / continued

30th September 2021

2. TRUSTEE AND VOLUNTEER PAYMENTS

The Charity operates solely by unpaid volunteers. The Trustees and the volunteers receive no remuneration or expenses other than reimbursement only in respect of direct expenses incurred on behalf of the Charity. The foodbank owes a debt of gratitude to its loyal volunteers. Due to the restrictions created by the pandemic the number of volunteers working in each shift has reduced and the working practises have been significantly changed using mainly a delivery only service as noted above. The trustees thank them all for their help and support.

3. SUMMARY OF RESOURCES EXPENDED

	2021	2020
	£	£
Food and sundries for distribution	13,875	11,667
Fresh food vouchers	32,355	4,805
Fresh food vouchers for special projects	8,075	-
Fuel top up payments	11,178	3,415
Bags and boxes	669	746
Rent and service charge	7,800	7,800
Light, heat and water	775	1,109
Trussell Trust franchise fee	-	360
Printing, stationery and consumables	1,632	821
Sundry equipment and repairs	712	1,168
Insurances	478	662
Miscellaneous	1,013	483
Protective clothing and PPE	550	894
Cleaning	2,540	665
Telephone and broadband	696	620
Community Action delivery costs	7,715	2,700
Depreciation of equipment	684	796
	<hr/>	<hr/>
Total resources expended	90,747	38,711
	<hr/>	<hr/>

Malvern Hills Foodbank

Notes to the Financial Statements / continued 30th September 2021

4. TANGIBLE FIXED ASSETS

	Equipment £
Cost as at 1 st October 2020	13,341
Additions	1,117
	<hr/>
Cost as at 30 th September 2021	14,458
	<hr/>
Depreciation as at 1 st October 2020	12,423
Charge for the year	684
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Depreciation as at 30 th September 2021	13,107
	<hr/>
Net book value 30 th September 2021	1,351
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Net book value 30 th September 2020	918
	<hr/>

Malvern Hills Foodbank

Independent Examiner's Report

30th September 2021

Independent Examiner's Report

I report to the Trustees on my examination of the financial statements of the Malvern Hills Foodbank for the year ended 30th September 2021

Responsibilities and basis of report

As the Trustees of the Charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ("the Act")

I report in respect of my examination of the Charity's financial statements carried out under section 145 of the Act and in carrying out my examination I have considered all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

1. Accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
2. The financial statements do not accord with those records; or
3. The financial statements do not comply with the applicable requirements concerning the form and content of financial statements set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the financial statements give a "true and fair view" which is not a matter considered as part of an independent examination.

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

Signed:.....

Name: Christopher Price

Address: Malvern Worcestershire

Date: 27. Oct. 2021