

**PURLEY & KENLEY CHURCHES TOGETHER FOOD HUB**  
**Trustees Report and Financial statements**  
**for the year ended**  
**31 March 2023**

# **PURLEY & KENLEY CHURCHES TOGETHER FOOD HUB**

## **Trustees Report for the year ended 31 March 2023**

### **Reference details**

Name	Purley & Kenley Churches Together Food Hub
Charity registration number	1152807
Company registration	08557885
Registered (and principal office)	Purley Baptist Church, Banstead Road, Purley Surrey CR8 3EA
Trustees currently serving	Mark Dakin Lizzie Englefield (resigned 6 June 2022) Rev Lisa Fairman-Brown Noel Brownsell (appointed 7 February 2023) Trevor Jones Shade Odupelu Nick Pannell Rev Fiona Weaver Terry Whittaker Annabel Wright
Bankers	HSBC plc Wallington Surrey

### **Structure, Governance and Management**

The charity was incorporated on the 5 June 2013 to take over the running of the Purley Food Hub. It is governed by Articles of Association. It is registered with the Charity Commission.

Trustees are appointed by the members for a period not exceeding nine years with a third retiring at each AGM. The maximum number of Trustees at any one time is nine.

The day to day running of the charity is managed by a management committee who report directly to the Trustees. The Trustees who are also Directors under the terms of the Companies Act are listed with other legal and administrative details above.

The company is limited by guarantee and has no share capital. The liability of every member is limited to one pound.

### **Objectives and activities**

The main objectives are the provision of food, co-operating with or assisting other charities or undertakings whose objects are to relieve persons who are in conditions of hardship and distress and the provision of advisory services in the London Borough of Croydon and areas nearby. The trustees have had regard to the guidance issued by the Charity Commission on public benefit.

The objectives are carried out from a distribution centre in Purley serving clients who are referred to the Centre by ticket partners covering 62 agencies at 31 March 2023.

# **PURLEY & KENLEY CHURCHES TOGETHER FOOD HUB**

## **Trustees Report for the year ended 31 March 2023**

### **Achievements and performance**

In the year to 31 March 2023 4,726 (2022: 3,783) people have been provided with food and support has been given to other agencies in the form of food and/or information. From its inception in January 2013 to the end of July 2023 the food hub has provided food to 33,382 people.

The Hub is staffed in all areas by over 105 volunteers who give their time in a variety of ways.

The food is donated by members of the twelve churches involved as well as gifts of food from schools, other churches and organisations and the general public together with monetary gifts from donors including commercial organisations. The general public give generously and can place food donations into collection bins placed in several local retail premises. In addition there are a number of 'yellow bins' throughout the area where donations can be made.

A more detailed review of the year is available from the website [www.purleyfoodhub.net](http://www.purleyfoodhub.net).

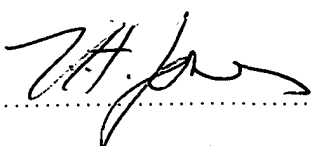
### **Financial Review**

The charity had total funds of £190,059 (including fixed assets, stock and cash at bank) at the year end. £13,017 of this is set aside to support Christmas Projects in the future and £311 for energy projects, leaving general funds of £176,731. The Trustees' reserves policy is to hold ring fenced cash reserves of £40,000. This would cover food for clients and our running costs for approximately two and a half months, based upon 2022/2023 expenditure levels. The year end cash balances far exceed the specified and required reserves level. The year to 31 March 2023 has been an exceptional year in many ways and one way has been the very generous financial donations we have received. To share this blessing Trustees have agreed to support a number of similar organisations in our part of the London Borough of Croydon. This support will be reviewed periodically to ensure we are sharing the appropriate amount and we have sufficient funds for the Purley Food Hub needs, bearing in mind the uncertainty of the times we are going through.

### **Plans for the future**

We plan to continue the work we were called to do which is supporting those in food poverty or providing food to people in crisis and caring for them in practical ways. We are continually looking at additional ways in which we can extend the ministry. We continue to improve our signposting information, realising that many clients need advice from other organisations that may be able to help them. Our client support volunteers are continuing to assist some of our clients who have complex needs so that they can better access help from other organisations. We will continue work with Purley and Kenley Churches Together to provide food hampers for families and toys for children at Christmas.

Approved by the Trustees on 5 September 2023 and signed on their behalf by



Trevor Jones Chair of Trustees

## PURLEY & KENLEY CHURCHES TOGETHER FOOD HUB

### Independent examiner's report to the trustees of Purley & Kenley Churches Together Food Hub

I report on the accounts of the charity for the year ended 31 March 2023, which are set out on pages 4 to 7.

#### Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention

#### Basis of independent examiner's report

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

#### Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

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



David Clarke CPFA  
10 Church Hill  
Purley, CR8 3QN

Date: 4 October 2023

**PURLEY & KENLEY CHURCHES TOGETHER FOOD HUB**  
**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT)**  
**FOR THE YEAR ENDED 31 MARCH 2023**

	-----2023-----				-----2022-----		
	Unrestricted Funds	Restricted Funds		Total Funds	Unrestricted Fund	Restricted Fund	Total Funds
		Christmas Projects	Energy Project			Christmas Projects	
	£	£	£	£	£	£	£
<b>Income from</b>							
<i>Voluntary income – donations</i>							
Grants and donations	92,018	12,896	311	105,225	63,848	1,664	65,512
Gifts in kind – food for distribution	<u>145,132</u>	<u>-</u>	<u>-</u>	<u>145,132</u>	<u>104,717</u>	<u>-</u>	<u>104,717</u>
Total income	<u>237,150</u>	<u>12,896</u>	<u>311</u>	<u>250,357</u>	<u>168,565</u>	<u>1,664</u>	<u>170,229</u>
<b>Expenditure</b>							
Charitable activities							
Food and gifts distributed to clients	135,334	12,896	-	148,230	90,045	5,017	95,062
Support of related organisations:							
- Food	9,171	-	-	9,171	17,086	-	17,086
- Grants (note 4)	32,280	-	-	32,280	26,541	2,000	28,541
Food Hub running costs	<u>21,407</u>	<u>-</u>	<u>-</u>	<u>21,407</u>	<u>12,953</u>	<u>-</u>	<u>12,953</u>
Total expenditure	<u>198,192</u>	<u>12,896</u>	<u>-</u>	<u>211,088</u>	<u>146,625</u>	<u>7,017</u>	<u>153,642</u>
<b>Net income for the year</b>	<b>38,958</b>	<b>-</b>	<b>311</b>	<b>39,269</b>	<b>21,940</b>	<b>(5,353)</b>	<b>16,587</b>
<b>Reconciliation of funds</b>							
Total funds brought forward	<u>150,790</u>	<u>-</u>	<u>-</u>	<u>150,790</u>	<u>128,850</u>	<u>5,353</u>	<u>134,203</u>
Total funds carried forward	<u>189,748</u>	<u>-</u>	<u>311</u>	<u>190,059</u>	<u>150,790</u>	<u>-</u>	<u>150,790</u>

The Christmas Projects restricted fund supported the projects to provide food vouchers and toys to families at Christmas. The energy projects fund is intended to support those struggling with energy bills.

**PURLEY & KENLEY CHURCHES TOGETHER FOOD HUB**

**BALANCE SHEET**

**AS AT 31 MARCH 2023**

	<i>Note</i>	<b>2023</b>	<b>2022</b>
		<b>£</b>	<b>£</b>
<b>Fixed assets</b>	5	4,118	5,491
<b>Current assets</b>			
Stock of undistributed food		33,383	25,605
Gift aid tax recoverable		2,800	2,800
Prepaid room hire		-	1,876
Cash at bank and in hand		149,758	115,018
<b>Net assets</b>		<u>190,059</u>	<u>150,790</u>
<b>Represented by</b>			
Restricted funds		311	-
Unrestricted Funds		<u>189,748</u>	<u>150,790</u>
		<u>190,059</u>	<u>150,790</u>

For the financial year in question the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and the preparation of the accounts.

The accounts were prepared in accordance with the special provisions within part 15 of the Companies Act 2006 relating to small companies, were approved by the trustees on 5 September 2023 and signed on their behalf by:



T Jones  
Trustee

**Company Number 08557885**

# **PURLEY & KENLEY CHURCHES TOGETHER FOOD HUB**

## **NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2023**

### **1. Accounting policies**

#### **1.1 Accounting convention**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102)(effective 1 January 2019)– (Charities SORP(FRS102), Financial Reporting Standard 102 (FRS102), the Charities Act 2011, the Companies Act 2006, under the historical cost convention and in accordance with applicable accounting standards.

The charity is a company limited by guarantee incorporated in England & Wales with registered office Purley Baptist Church, Banstead Road, Purley CR8 3EA. The charity is a public benefit entity.

There are no material uncertainties about the charity's ability to continue and the accounts have therefore been prepared on a going concern basis. The accounts are presented in pounds sterling with figures rounded to the nearest pound.

#### **1.2 Fixed assets**

Fixed assets are included at cost and depreciation is charged at 25% on a reducing balance basis.

#### **1.3 Donations and gifts**

These are accounted for when the charity is certain of receipt and the amount can be measured with reasonable accuracy.

#### **1.4 Gifts in kind and stock**

Gifts in kind are donated food. These have been valued using the average price that the charity would have had to pay to acquire the goods. Gifts in kind are recognised when received. The value of undistributed goods is valued at each year end and included in the accounts as stock.

#### **1.5 Expenditure**

This is recognised when the expenditure is incurred. All costs have been directly attributed to one of the functional classifications in the SOFA.

### **2. Trustees**

None of the trustees received any emoluments during the year or were reimbursed for any expenses incurred.

### **3. Members Guarantees**

At 31 March 2023 there were 12 members of the company. In the event of the company being wound up the members are liable to contribute £1.

**PURLEY & KENLEY CHURCHES TOGETHER FOOD HUB**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2023**

**4. Grants**

Donations were made to the following local organisations which have similar aims of supporting local people in crisis:

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<i>General funds</i>		
Happy Baby Community	4,570	4,680
Croydon Refugee Day Centre	2,580	3,800
The Vine Food Bank, New Addington	6,353	4,600
St Francis Food Stop, Monks Hill	7,153	4,600
Old Lodge Lane Food Stop, Purley	10,142	6,300
Renew 23	1,482	676
Other	<u>-</u>	<u>1,885</u>
	<u>32,280</u>	<u>26,541</u>
<i>Christmas projects</i>		
Growbaby Purley	-	500
Byron Children's Centre	-	500
Purley Oaks Children's Centre	-	500
Gilbert Scott Primary School	<u>-</u>	<u>500</u>
	<u>-</u>	<u>2,000</u>
Total	<u>32,280</u>	<u>28,541</u>

**5. Fixed assets**

	<b>Shelving and equipment £</b>
<b>Cost</b>	
At 1 April 2022	13,543
Additions	-
Disposals	<u>-</u>
At 31 March 2023	<u>13,543</u>
<b>Depreciation</b>	
At 1 April 2022	8,052
Charge for year	1,373
On disposals	<u>-</u>
At 31 March 2023	<u>9,425</u>
<b>Net book value</b>	
At 31 March 2023	<u>4,118</u>
At 31 March 2022	<u>5,491</u>