

# **Long Eaton and Sawley Foodbank**

## **Trustees Report and Statement of Accounts**

**For the Year to 31st March 2022**

## Trustees Report for the year ended 31st March 2022

The Trustees of the Long Eaton and Sawley Foodbank are pleased to submit their report and accounts for the period 1st April 2021 to 31st March 2022.

### ***Reference and Administrative Details***

#### **Charity Name**

The Long Eaton and Sawley foodbank

#### **Charity Number**

Registered Charity in England and Wales No. 1152886

#### **Principal Address**

165 Wilmot Street  
Sawley  
Long Eaton  
Nottingham  
NG10 3EL

#### **Charity Trustees as of 31st March 2022**

Helen Scott	From Feb 2018
Godfrey Graver	From November 2017
Andrew Prior	From April 2016
David Shaw	From October 2013 to 14 June 2021
Lisa Thorpe	From February 2019
Samantha Tredwell	From May 2018
Rona Gidlow	From 23 April 2020
Mike Arnold	From 11 November 2021

#### **Advisors**

Bank	National Westminster Bank plc	51 Market Place Long Eaton Nottingham NG10 1JP
Insurance	Zurich Insurance Ltd	The Zurich Centre 3000 Parkway Whiteley, Fareham Hampshire PO15 7JZ

# **Trustees Report for the year ended 31st March 2022**

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

### **Governing Document and Constitution**

The Foodbank is a Charitable Incorporated Organisation registered on 16th July 2013. Our constitution is based on the Charity Commission 'Foundation' model and was adopted on 13th July 2013.

### **Trustee Selection and Management**

Trustees are appointed for three years and can serve for two terms. The selection of new trustees is in the hands of the current trustees. The appointed trustees meet quarterly for the purpose of managing the affairs of the foodbank.

### **Related organisations**

The Long Eaton and Sawley foodbank is part of the Trussell Trust network and subscribes to the aims and mission of that charity. In return for the annual subscription we receive guidance, training and advice. The Trussell Trust produces an Operating Manual and also operates a Data Collection System online which benefits both ourselves and the Trussell Trust.

## ***Objectives and Activities***

### **Charitable Objects**

The object of the foodbank as set out in our Constitution is the prevention or relief of poverty in Long Eaton and Sawley and surrounding areas in particular but not exclusively by providing emergency food supplies to individuals in need and/or charities, or other organisations working to prevent or relieve poverty.

### **Public Benefit Statement**

The trustees of the Long Eaton and Sawley foodbank confirm that they have complied with their duty under section 17(5) of the Charities Act 2011 to have regard to the Charity Commissioner's guidance on public benefit and that the public benefit requirement has informed the activities of the society in the period to 31st March 2022.

### **Summary of Main Activities**

The core activity of the Foodbank is the delivery of a four times weekly food distribution programme based on the principles of the Trussell Trust. This is linked to an advisory service which aims to guide clients to other organisations which may be of further help to them. Food is only normally distributed on production of a voucher from one of our voucher holders who have satisfied themselves of the genuine need of the person concerned.

We also support other charities whose objectives are similar to ours.

# **Trustees Report for the year ended 31st March 2022**

## ***Achievement and Performance***

### **Establishment of a Charitable Incorporated Organisation**

The Long Eaton and Sawley Foodbank was set up in March 2012 as a sub-committee of the Parochial Church Council of St. John's Anglican Church, Long Eaton. It began to distribute food in September 2012. In July 2013 a Charitable Incorporated Organisation (CIO) was set up with a view to taking over the running of the foodbank. On 1st November 2013 the assets held by the PCC in respect of the foodbank were handed over to the new body.

### **Volunteers**

The foodbank is staffed mainly by volunteers, with an employed part-time manager. 42 volunteers work in various capacities either in the store room or the distribution centre. Additional assistance is also provided when supermarket collections take place. These volunteers have received training suited to their respective roles.

### **Voucher holders**

Voucher holders are the means by which we verify that a need for food exists. The foodbank issues blank voucher forms to 107 bodies or institutions who are likely to meet people in their work who are in need of food. The forms are completed by the voucher holders and given to the person concerned who brings them to the foodbank which issues a three days' supply of food. The voucher holders are aware that it is not our policy to distribute food to any one person on a long term basis. We believe that it is important that clients become established in a viable, long-term situation, whether on the benefits system or otherwise, as quickly as possible.

### **Donations**

Donations are received either in cash or food. During the twelve months to 31st March 2022 donations recognised in the financial statements totalled £33,117.59.

In the 12 months to 31st March 2021 food donations were 39,627.99kg.

### **Distribution**

During the twelve months to 31st March 2022 we have distributed 37,333.28kg of food.

# **Trustees Report for the year ended 31st March 2022**

## **Financial Review**

### **Financial Management and Reserves Policy**

The financial management of the Foodbank is in the hands of the Trustees who review the financial position at each meeting when the Treasurer reports details of cash receipts and payments. A report detailing food donated and distributed and stock levels is presented at each meeting along with details of vouchers fulfilled. At the present time the Foodbank's reserves are adequate for its needs and equate to more than 60 months expenditure. The Trustees feel that this level of reserves is needed at this stage in the life of the Foodbank to give flexibility in future planning and relocation.

### **Financial Performance**

The twelve months to 31st March 2022 showed a surplus of Income over Expenditure of £13,570.98.

### **Income**

Income totalled £33,242.59. Of this, Donations amount to a total of £33,117.59 and Grants of £125 that are restricted.

### **Expenditure**

Expenditure totalled £19,671.61.

### **Current Assets**

The bank account balances as at 31st March 2022 were £113,390 in total.

### **Funds Materially in Deficit**

There are no funds in deficit, and the Trustees have not identified any major risks to which the Foodbank is exposed.

## Statement of Financial Activities for the 12 months ended 31st March 2022

	Note	Unrestricted Funds	Restricted Funds	Total 21-22	Total 20-21
<b>Income</b>					
Donations					
Donations - One Off		20,364	0	20,364	42,072
Donations - Regular		11,696	0	11,696	10,477
Tesco Top-Up		1,058	0	1,058	3,503
Grants		0	125	125	39,550
Bequest		0	0	0	0
<b>Total</b>		<b>33,118</b>	<b>125</b>	<b>33,243</b>	<b>95,602</b>
<b>Expenditure</b>					
Expenditure on charitable activities					
Service Costs		2,016	1,919	3,935	0
Room Hire		4,160	1,050	5,210	8,740
Utilities		867	0	867	1,008
Phone		673	0	673	643
Salaries		7,983	0	7,983	11,978
Subscriptions		35	0	35	360
Office Expenses		769	200	969	0
Sundry Expenditure	1	0	0	0	19,114
<b>Total</b>		<b>16,503</b>	<b>3,169</b>	<b>19,672</b>	<b>41,842</b>
<b>Net incoming/outgoing resources</b>		<b>16,615</b>	<b>-3,044</b>	<b>13,571</b>	<b>53,760</b>
Total funds brought forward		60,372	39,911	100,283	46,523
Tesco Card		0	0	0	0
<b>Total funds carried forward</b>		<b>76,987</b>	<b>36,867</b>	<b>113,854</b>	<b>100,283</b>

## Balance Sheet as at 31st March 2022

<b>Current Assets</b>					
Balance at bank		76,979	36,875	113,854	100,283
Tesco Card		0	0	0	0
Cash	2	76	0	76	0
<b>Total current assets</b>		<b>77,055</b>	<b>36,875</b>	<b>113,930</b>	<b>100,283</b>
<b>The funds of the charity</b>					
Restricted Income Funds		0	36,875	36,875	39,911
Unrestricted funds		77,055	0	77,055	60,372
<b>Total charity funds</b>		<b>77,055</b>	<b>36,875</b>	<b>113,930</b>	<b>100,283</b>

### Notes

- 1 Sundry Expenditure is now split between Service Costs and Office Costs, for a clearer picture of what is specifically spent on foodbank resources and what on maintaining the service
- 2 Cash float now listed separately
- 3 The Long Eaton and Sawley Foodbank is affiliated to the Trussell Trust

Approved and adopted by the Trustees on 22 February 2023

*HMScott*

Helen Scott, Chairperson

## **Independent examiner's report to the trustees of Long Eaton and Sawley Foodbank**

I report to the trustees on my examination of the accounts of Long Eaton and Sawley Foodbank for the year ended 31 March 2022

### **Responsibilities and basis of report**

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed 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 Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

I have no concerns and 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.

Signed:  \_\_\_\_\_

Name: Brian Parker

Address: 103 William Street, Long Eaton, NG10 4GB

Date: 23 February 2023