

Long Eaton and Sawley Foodbank

Charity No. 1152886

Trustees' Report and Unaudited Accounts

31 March 2024

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The trustees present their report with the unaudited financial statements of the charity for the year ended 31 March 2024.

#### REFERENCE AND ADMINISTRATIVE DETAILS

Charity No. 1152886

Trustees

The following trustees served during the year:

M. Arnold

R. Gidlow

G.G. Graver

H.M. Scott

S.J. Tredwell

Accountants

AHBS Limited

Naylor House

Mundy Street

ILKESTON

Derbyshire

DE7 8DH

#### OBJECTIVES AND ACTIVITIES

The object of the foodbank as set out in our Constitution is the prevention or relief of poverty in Long Eaton, Sawley, Castle Donington 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.

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.

#### ACHIEVEMENTS AND PERFORMANCE

### Locations

Originally operating out of two sites in Long Eaton and Sawley, a third site was opened in Castle Donington in September 2018. In July 2023 the main site in Long Eaton was moved to a larger site with a refurbishment grant from Trussell Trust, creating four sites.

### Volunteers

The foodbank is staffed mainly by volunteers, with an employed part-time manager, and from August 2023 a part-time assistant manager. 53 volunteers work in various capacities either in the storeroom or the distribution centres or as trustees. 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 108 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.

**Financial Inclusion**  
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. The increased operating space enabled a successful application for a Trussell Trust Financial Inclusion grant to fund Citizens Advice advisors working alongside our sessions for three years. Foodbank clients began to benefit from this service in July 2023.

### Donations

Donations are received either in cash or food from a number of one-off or regular donors and local organisations. During the twelve months to 31 March 2024 donations recognised in the financial statements totalled £50,120 (£48,921 in 2022-23). In the twelve months to 31 March 2024 food donations were 31633kg (38030kg in 2022-23). Distribution During the twelve months to 31 March 2024 we have distributed 34844kg of food (36502kg in 2022-23).

## FINANCIAL REVIEW

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. The Foodbank's reserves policy is to hold three months' operating costs, and at the present time the Foodbank's reserves are adequate for its needs. The Trustees feel that this level of reserves is needed at this stage in the life of the Foodbank as it has been able to expand its services, locations and staff.

## STRUCTURE, GOVERNANCE AND MANAGEMENT

## Long Eaton and Sawley Foodbank Trustees Annual Report

### Governing Document and Constitution

The Long Eaton and Sawley Foodbank was set up in March 2012 as a sub-committee of the Parochial Church Council (PCC) of St. John's Anglican Church, Long Eaton. It began to distribute food in September 2012. On 16 July 2013 a Charitable Incorporated Organisation (CIO) was registered with a view to taking over the running of the foodbank. Our constitution is based on the Charity Commission 'Foundation' model and was adopted on 13 July 2013. On 1 November 2013 the assets held by the PCC in respect of the foodbank were handed over to the new body.

### 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 an online Data Collection System and online Volunteer Management System which benefits both ourselves and the Trussell Trust.

### Statement of trustees' responsibilities in relation to the financial statements

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the Trust deed. The Trustees are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed on behalf of the charity's trustees



H.M. Scott

Trustee

31 March 2024

I report to the trustees on my examination of the financial statements of Long Eaton and Sawley Foodbank for the year ended 31 March 2024.

#### Responsibilities and basis of report

As the charity's trustees 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 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 can 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:

- the accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- the financial statements do not accord with those records; or
- 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 this report in order to enable a proper understanding of the financial statements to be reached.

S.Robinson FCPA CPAA

AHBS Limited

Naylor House

Mundy Street

ILKESTON

Derbyshire

DE7 8DH

31 March 2024

Long Eaton and Sawley Foodbank  
Statement of Financial Activities  
for the year ended 31 March 2024

	Notes	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Income and endowments from:					
Donations and legacies	3	50,120	31,203	81,323	81,271
Investments	4	2,475	-	2,475	-
Other	5	-	-	-	150
Total		52,595	31,203	83,798	81,421
Expenditure on:					
Charitable activities	6	1,281	5,478	6,759	1,872
Other	7	58,362	193	58,555	22,254
Total		59,643	5,671	65,314	24,126
Net gains on investments		-	-	-	-
Net income	8	(7,048)	25,532	18,484	57,295
Transfers between funds		-	-	-	-
Net income before other gains/(losses)		(7,048)	25,532	18,484	57,295
Other gains and losses					
Net movement in funds		(7,048)	25,532	18,484	57,295
Reconciliation of funds:					
Total funds brought forward		113,272	57,277	170,549	113,254
Total funds carried forward		106,224	82,809	189,033	170,549

Long Eaton and Sawley Foodbank

Balance Sheet

at 31 March 2024

Charity No. 1152886

		2024	2023
		£	£
Fixed assets			
Tangible assets	10	40,904	126
		<u>40,904</u>	<u>126</u>
Current assets			
Cash at bank and in hand		152,197	171,155
		<u>152,197</u>	<u>171,155</u>
Creditors: Amount falling due within one year	11	(4,068)	(732)
Net current assets		<u>148,129</u>	<u>170,423</u>
Total assets less current liabilities		<u>189,033</u>	<u>170,549</u>
Net assets excluding pension asset or liability		<u>189,033</u>	<u>170,549</u>
Total net assets		<u><u>189,033</u></u>	<u><u>170,549</u></u>
The funds of the charity			
Restricted funds	12		
Restricted income funds		82,809	57,277
		<u>82,809</u>	<u>57,277</u>
Unrestricted funds	12		
General funds		106,224	113,272
		<u>106,224</u>	<u>113,272</u>
Reserves	12		
Total funds		<u><u>189,033</u></u>	<u><u>170,549</u></u>

Approved by the trustees on 31 March 2024

And signed on their behalf by:

H.M. Scott

Trustee

31 March 2024



## 1 Accounting policies

### Basis of preparation

The financial statements have been prepared in accordance with Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

### Change in basis of accounting or to previous accounts

There has been no change to the accounting policies (valuation rules and method of accounting) since last year and no changes have been made to accounts for previous years.

### Fund accounting

Unrestricted funds	These are available for use at the discretion of the trustees in furtherance of the general objects of the charity.
Designated funds	These are unrestricted funds earmarked by the trustees for particular purposes.
Revaluation funds	These are unrestricted funds which include a revaluation reserve representing the restatement of investment assets at their market values.
Restricted funds	These are available for use subject to restrictions imposed by the donor or through terms of an appeal.

### Income

Recognition of income	Income is included in the Statement of Financial Activities (SoFA) when the charity becomes entitled to, and virtually certain to receive, the income and the amount of the income can be measured with sufficient reliability.
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Income with related expenditure	Where income has related expenditure the income and related expenditure is reported gross in the SoFA.
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Donations and legacies	Voluntary income received by way of grants, donations and gifts is included in the the SoFA when receivable and only when the Charity has unconditional entitlement to the income.
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Tax reclaims on donations and gifts	Income from tax reclaims is included in the SoFA at the same time as the gift/donation to which it relates.
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Donated services and facilities	These are only included in income (with an equivalent amount in expenditure) where the benefit to the Charity is reasonably quantifiable, measurable and material.
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Volunteer help	The value of any volunteer help received is not included in the accounts.
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Investment income	This is included in the accounts when receivable.
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Gains/(losses) on revaluation of fixed assets	This includes any gain or loss resulting from revaluing investments to market value at the end of the year.
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Gains/(losses) on investment assets	This includes any gain or loss on the sale of investments.
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#### Expenditure

Recognition of expenditure	Expenditure is recognised on an accruals basis. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.
Expenditure on raising funds	These comprise the costs associated with attracting voluntary income, fundraising trading costs and investment management costs.
Expenditure on charitable activities	These comprise the costs incurred by the Charity in the delivery of its activities and services in the furtherance of its objects, including the making of grants and governance costs.
Grants payable	All grant expenditure is accounted for on an actual paid basis plus an accrual for grants that have been approved by the trustees at the end of the year but not yet paid.
Governance costs	These include those costs associated with meeting the constitutional and statutory requirements of the Charity, including any audit/independent examination fees, costs linked to the strategic management of the Charity, together with a share of other administration costs.
Other expenditure	These are support costs not allocated to a particular activity.

#### Taxation

The charity is exempt from tax on its charitable activities.

#### Freehold investment property

Investment properties are measured initially at cost and subsequently at fair value at each balance sheet date and are not depreciated. All gains or losses are taken to the Statement of Financial Activities as they arise.

#### Stocks

Stock is included at the lower of cost or net realisable value. Donated items of stock are recognised at fair value which is the amount the charity would have been willing to pay for the items on the open market.

#### Trade and other debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

#### Cash and cash equivalents

Cash and cash equivalents comprise cash at bank and on hand, demand deposits with banks and other short-term highly liquid investments with original maturities of three months or less and bank overdrafts. In the statement of financial position, bank overdrafts are shown within borrowings or current liabilities. In the Statement of Cash Flows, cash and cash equivalents are shown net of bank overdrafts that are repayable on demand and form an integral part of the company's cash management.

#### Trade and other creditors

Short term creditors are measured at the transaction price. Other creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

#### Research and development

Expenditure on research and development is written off in the year in which it is incurred.

#### Foreign currencies

Monetary assets and liabilities denominated in currencies other than the functional currency of the charity are translated at the rates of exchange prevailing at the end of the reporting period.

Transactions in currencies other than the functional currency of the charity are recorded at the rate of exchange on the date that the transaction occurred.

All exchange differences are taken into account in arriving at net income/expenditure.

#### Leased assets

Where the charity enters into a lease which entails taking substantially all the risks and rewards of ownership of an asset, the lease is treated as a finance lease.

Leases which do not transfer substantially all the risks and rewards of ownership to charity are classified as operating leases.

Assets held under finance leases are initially recognised as assets of the charity at their fair value at the inception of the lease or, if lower, at the present value of the minimum lease payments. The corresponding liability to the lessor is included in the balance sheet date as a finance lease obligation.

Lease payments are apportioned between finance expenses and reduction of the lease obligation so as to achieve a constant rate of interest on the remaining balance of the liability. Finance expenses are recognised immediately, unless they are directly attributable to qualifying assets, in which case they are capitalised in accordance with the charity's policy on borrowing costs.

Assets held under finance leases are depreciated in the same way as owned assets.

Operating lease payments are recognised as an expense on a straight-line basis over the lease term.

In the event that lease incentives are received to enter into operating leases, such incentives are recognised as a liability. The aggregate benefit of incentives is recognised as a reduction of rental expense on a straight-line basis.

#### Pension costs

The charity operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the charity pays fixed contributions into a separate entity. Once the contributions have been paid the charity has no further payments obligations. The contributions are recognised as expenses when they fall due. Amounts not paid are shown in accruals in the balance sheet. The assets of the plan are held separately from the charity in independently administered funds.

#### Receipt of donated goods, facilities and services

All donated goods, facilities and services received are recognised within incoming resources and expenditure at an estimate of the value to the charity.

2 Statement of Financial Activities - prior year

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £
Income and endowments from:			
Donations and legacies	57,560	23,861	81,421
Total	<u>57,560</u>	<u>23,861</u>	<u>81,421</u>
Expenditure on:			
Other	20,675	3,451	24,126
Total	<u>20,675</u>	<u>3,451</u>	<u>24,126</u>
Net income	<u>36,885</u>	<u>20,410</u>	<u>57,295</u>
Net income before other gains/(losses)	36,885	20,410	57,295
Other gains and losses:			
Net movement in funds	<u>36,885</u>	<u>20,410</u>	<u>57,295</u>
Reconciliation of funds:			
Total funds brought forward	76,387	36,867	113,254
Total funds carried forward	<u>113,272</u>	<u>57,277</u>	<u>170,549</u>

3 Income from donations and legacies

Unrestricted	Restricted	Total 2024	Total 2023
£	£	£	£
50,120	31,203	81,323	54,789
-	-	-	26,482
<u>50,120</u>	<u>31,203</u>	<u>81,323</u>	<u>81,271</u>

4 Income from investments

Unrestricted	Total 2024	Total 2023
£	£	£
2,475	2,475	-
<u>2,475</u>	<u>2,475</u>	<u>-</u>

5 Other income

Total 2024	Total 2023
£	£
-	150
<u>-</u>	<u>150</u>

6 Expenditure on charitable activities

	Unrestricted	Restricted	Total 2024	Total 2023
	£	£	£	£
<i>Expenditure on charitable activities</i>				
	1,281	5,478	6,759	1,872
<i>Governance costs</i>				
	<u>1,281</u>	<u>5,478</u>	<u>6,759</u>	<u>1,872</u>

7 Other expenditure

	Unrestricted	Restricted	Total 2024	Total 2023
	£	£	£	£
	-	-	-	101
Employee costs	17,062	-	17,062	10,101
Motor and travel costs	1,664	193	1,857	720
Premises costs	21,451	-	21,451	6,394
Amortisation, depreciation, impairment, profit/loss on disposal of fixed assets	2,364	-	2,364	42
General administrative costs	2,899	-	2,899	4,401
Legal and professional costs	12,922	-	12,922	495
	<u>58,362</u>	<u>193</u>	<u>58,555</u>	<u>22,254</u>

8 Net income before transfers

	2024	2023
This is stated after charging:	£	£
Depreciation of owned fixed assets	2,364	42

9 Staff costs

	2024	2023
Salaries and wages	16,328	9,663
Social security costs	354	-
	<u>16,682</u>	<u>9,663</u>

No employee received emoluments in excess of £60,000.

10 Tangible fixed assets

	£	£	£	£
Cost or revaluation				
At 1 April 2023	-	168	-	168
Additions	7,600	10,607	24,934	43,141
At 31 March 2024	<u>7,600</u>	<u>10,775</u>	<u>24,934</u>	<u>43,309</u>
Depreciation and impairment				
At 1 April 2023	-	42	-	42
Depreciation charge for the year	-	1,844	519	2,363
At 31 March 2024	<u>-</u>	<u>1,886</u>	<u>519</u>	<u>2,405</u>
Net book values				
At 31 March 2024	<u>7,600</u>	<u>8,889</u>	<u>24,415</u>	<u>40,904</u>
At 31 March 2023	<u>-</u>	<u>126</u>	<u>-</u>	<u>126</u>

11 Creditors:

amounts falling due within one year

	2024	2023
	£	£
Trade creditors	-	3
Other taxes and social security	3,023	183
Other creditors	1,045	547
Accruals	-	(1)
	<u>4,068</u>	<u>732</u>

12 Movement in funds

	At 1 April 2023	Incoming resources (including other gains/losses ) £	Resources expended £	At 31 March 2024 £
Restricted funds:				
Restricted income funds:				
Trussell Trust Grant	57,277	31,203	-	88,480
	-	-	(5,671)	(5,671)
<i>Total</i>	<u>57,277</u>	<u>31,203</u>	<u>(5,671)</u>	<u>82,809</u>
Unrestricted funds:				
General funds	113,272	52,595	(59,643)	106,224
Total funds	<u>170,549</u>	<u>83,798</u>	<u>(65,314)</u>	<u>189,033</u>

Purposes and restrictions in relation to the funds:

Restricted funds:

Trussell Trust Grant

13 Analysis of net assets between funds

	Unrestricted funds £	Total £
Fixed assets	40,904	40,904
Net current assets	148,129	148,129
	<u>189,033</u>	<u>189,033</u>

14 Reconciliation of net debt

	At 1 April 2023 £	Cash flows £	At 31 March 2024 £
Cash and cash equivalents	171,155	(18,958)	152,197
	<u>171,155</u>	<u>(18,958)</u>	<u>152,197</u>
Net debt	<u>171,155</u>	<u>(18,958)</u>	<u>152,197</u>

Long Eaton and Sawley Foodbank  
Statement of Cash flows  
for the year ended 31 March 2024

	2024 £	2023 £
Cash flows from operating activities		
Net income per Statement of Financial Activities	18,484	57,296
Adjustments for:		
Depreciation of property, plant and equipment	2,363	42
Dividends, interest and rents from investments	(2,475)	(150)
Increase in trade and other payables	3,336	732
Net cash provided by operating activities	<u>21,708</u>	<u>57,920</u>
Cash flows from investing activities		
Payments for property, plant and equipment	(43,141)	-
Dividends, interest and rents from investments	2,475	150
Net cash (used in)/from investing activities	<u>(40,666)</u>	<u>150</u>
Net cash from financing activities	<u>-</u>	<u>-</u>
Net (decrease)/increase in cash and cash equivalents	(18,958)	58,070
Cash and cash equivalents at the beginning of the year	171,155	-
Cash and cash equivalents at the end of the year	<u>152,197</u>	<u>58,070</u>
Components of cash and cash equivalents		
Cash and bank balances	152,197	171,155
	<u>152,197</u>	<u>171,155</u>



Long Eaton and Sawley Foodbank  
Detailed Statement of Financial Activities  
for the year ended 31 March 2024

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Income and endowments from:				
Donations and legacies	50,120	31,203	81,323	54,789
	-	-	-	26,482
	<u>50,120</u>	<u>31,203</u>	<u>81,323</u>	<u>81,271</u>
Investments				
	2,475	-	2,475	-
	<u>2,475</u>	<u>-</u>	<u>2,475</u>	<u>-</u>
Other				
	-	-	-	150
	<u>-</u>	<u>-</u>	<u>-</u>	<u>150</u>
Total income and endowments	52,595	31,203	83,798	81,421
Expenditure on:				
Charitable activities	1,281	5,478	6,759	1,872
	<u>1,281</u>	<u>5,478</u>	<u>6,759</u>	<u>1,872</u>
Total of expenditure on charitable activities	1,281	5,478	6,759	1,872
Other expenditure				
	-	-	-	101
	<u>-</u>	<u>-</u>	<u>-</u>	<u>101</u>
Employee costs				
Salaries/wages	16,328	-	16,328	9,663
Employer's NIC	354	-	354	-
Staff entertainment	15	-	15	438
Staff training	290	-	290	-
Staff welfare	75	-	75	-
	<u>17,062</u>	<u>-</u>	<u>17,062</u>	<u>10,101</u>
Motor and travel costs				
Vehicles - General costs	1,320	193	1,513	70
Travel and subsistence	344	-	344	650
	<u>1,664</u>	<u>193</u>	<u>1,857</u>	<u>720</u>
Premises costs				
Rent	9,650	-	9,650	5,600
Light, heat and power	1,151	-	1,151	779
Premises repairs and maintenance	10,650	-	10,650	15
	<u>21,451</u>	<u>-</u>	<u>21,451</u>	<u>6,394</u>

Long Eaton and Sawley Foodbank  
Detailed Statement of Financial Activities

General administrative costs, including depreciation and amortisation				
Depreciation of	2,364	-	2,364	42
General insurances	276	-	276	235
Stationery and printing	234	-	234	143
Subscriptions	994	-	994	541
Sundry expenses	804	-	804	2,978
Telephone, fax and broadband	591	-	591	504
	<u>5,263</u>	<u>-</u>	<u>5,263</u>	<u>4,443</u>
Legal and professional costs				
Audit/Independent examination fees	-	-	-	495
Consultancy fees	12,742	-	12,742	-
Other legal and professional costs	180	-	180	-
	<u>12,922</u>	<u>-</u>	<u>12,922</u>	<u>495</u>
Total of expenditure of other costs	<u>58,362</u>	<u>193</u>	<u>58,555</u>	<u>22,254</u>
Total expenditure	<u>59,643</u>	<u>5,671</u>	<u>65,314</u>	<u>24,126</u>
Net gains on investments	-	-	-	-
Net income	<u>(7,048)</u>	<u>25,532</u>	<u>18,484</u>	<u>57,295</u>
Net income before other gains/(losses)	<u>(7,048)</u>	<u>25,532</u>	<u>18,484</u>	<u>57,295</u>
Other Gains	-	-	-	-
Net movement in funds	<u>(7,048)</u>	<u>25,532</u>	<u>18,484</u>	<u>57,295</u>
Reconciliation of funds:				
Total funds brought forward	<u>113,272</u>	<u>57,277</u>	<u>170,549</u>	<u>113,254</u>
Total funds carried forward	<u>106,224</u>	<u>82,809</u>	<u>189,033</u>	<u>170,549</u>