

## TRUSTEES ANNUAL REPORT YEAR ENDING 31/03/2021

Atherton & Leigh Foodbank Charity Registration 1153333

c/o St John the Baptist Parish Church  
Market Place  
ATHERTON  
M46 0DD

### TRUSTEES

Reginald William Sinclair  
David William Hughes  
Ian James Gardiner  
Karen Elizabeth Slayen  
Gail Slater

The Charity is run by the Board of Trustees which meets monthly. It employs 1 Full time Project Manager who oversees the day to day activities of the Charity and a part time driver. The charity works with the Trussell Trust a national charity in the alleviation of food poverty primarily in the UK and accordingly we work according to the Trussell Trust principles and practices.

Trustees are recruited by word of mouth and are interviewed by the board of Trustees to identify specific skills to add to the knowledge and running of the Charity.

Its activities are as stated in its charity objectives and are as follows:-

TO ASSIST PERSONS PRIMARILY IN ATHERTON, TYLDESLEY, LEIGH AND ITS SURROUNDING AREAS OR IN OTHER PARTS OF THE UK WHO ARE IN CONDITIONS OF HARDSHIP AND DISTRESS IN SUCH WAYS AS THE TRUSTEES FROM TIME TO TIME THINK FIT, IN PARTICULAR BUT NOT EXCLUSIVELY, BY THE PROVISION OF FOOD TO ENSURE A HEALTHY AND NUTRITIOUS DIET DURING A PERIOD OF CRISIS WHERE THEY COULD NOT OTHERWISE OBTAIN FOOD TO EAT.

In terms of achievements sufficient funds have been maintained to cover the running of the charity for at least another 3 years. Secondly sufficient food has been available throughout the whole of the year to enable us to give out a minimum of 3 days worth of meals for each and every family member who have been in food crisis. We currently still have a large stock of in date food to supply to our clients.

In the twelve months we gave out a minimum of 3 days food to 2,622 Adults and 1,555 Children 16 years and under. Also various items of personal, hygiene, baby products and clothing plus occasional tents and clothing were also provided.

As stated we are in a healthy financial situation with sufficient reserves to cover all current potential liabilities such as rent, gas and electricity contracts.

DW HUGHES

TREASURER AND TRUSTEE



**ATHERTON AND**  
**CHARITY COMMISSION**  
**FOR ENGLAND AND WALES**

**Independent examiner's  
report on the accounts**

**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
ATHERTON AND LEIGH FOODBANK

**On accounts for the year  
ended**

31<sup>st</sup> MARCH 2022

**Charity no  
(if any)**

1153333

**Set out on pages**

One

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

**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 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 (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

\* Please delete the words in the brackets if they do not apply.

**Signed:**

**Date:**

8<sup>th</sup> August 2022

**Name:**

Ian Thomas

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

ACMA:GCMA

**Address:**

Firs End, 4 Firs Road

Bolton

BL5 1EZ





CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
Atherton and Leigh Foodbank

No (if any)

## Receipts and payments accounts

CC16a

|                        |                                 |    |                               |
|------------------------|---------------------------------|----|-------------------------------|
| For the period<br>from | Period start date<br>01/04/2021 | To | Period end date<br>31/03/2022 |
|------------------------|---------------------------------|----|-------------------------------|

### Section A Receipts and payments

|   | Unrestricted funds<br>to the nearest<br>£ | Restricted funds<br>to the nearest £ | Endowment funds<br>to the nearest £ | Total funds<br>to the nearest £ | Last year<br>to the nearest £ |
|---|---|--------------------------------------|-------------------------------------|---------------------------------|-------------------------------|
| <b>A1 Receipts</b>                                    |   |                                      |                                     |                                 |                               |
| DONATIONS   | 43,513                                    | -                                    | -                                   | 43,513                          | 57,888                        |
| COLLECTIONS   | 8,244                                     | -                                    | -                                   | 8,244                           | 6,478                         |
| GRANTS RECEIVED                                       | -   | -                                    | -                                   | -                               | 54,465                        |
| SPONSORSHIP   | -   | -                                    | -                                   | -                               | -                             |
| SALE OF FIXED ASSETS                                  | -   | -                                    | -                                   | -                               | -                             |
| SUNDRY INCOME   | -   | -                                    | -                                   | -                               | 100                           |
|   | -   | -                                    | -                                   | -                               | -                             |
| <b>Sub total (Gross income for AR)</b>                | <b>51,757</b>                             | <b>-</b>                             | <b>-</b>                            | <b>51,757</b>                   | <b>118,931</b>                |
| <b>A2 Asset and investment sales, (see table).</b>    |   |                                      |                                     |                                 |                               |
|   | -   | -                                    | -                                   | -                               | -                             |
|   | -   | -                                    | -                                   | -                               | -                             |
| <b>Sub total</b>                                      | <b>-</b>                                  | <b>-</b>                             | <b>-</b>                            | <b>-</b>                        | <b>-</b>                      |
| <b>Total receipts</b>                                 | <b>51,757</b>                             | <b>-</b>                             | <b>-</b>                            | <b>51,757</b>                   | <b>118,931</b>                |
| <b>A3 Payments</b>                                    |   |                                      |                                     |                                 |                               |
| EMPLOYMENT COSTS                                      | 33,031                                    | -                                    | -                                   | 33,031                          | 33,458                        |
| TRUST ADMINISTRATION                                  | 1,677                                     | -                                    | -                                   | 1,677                           | 887                           |
| PRINTING AND STATIONARY                               | 5   | -                                    | -                                   | 5                               | 36                            |
| EQUIPMENT CLOTHING                                    | -   | -                                    | -                                   | -                               | 122                           |
| HOLIDAY CLUB  | 133                                       | -                                    | -                                   | 133                             | -                             |
| DISTRIBUTION CENTRE COSTS                             | 1,693                                     | -                                    | -                                   | 1,693                           | 379                           |
| WAREHOUSE COSTS                                       | 12,905                                    | -                                    | -                                   | 12,905                          | 15,456                        |
| TRANSPORT COSTS                                       | 5,707                                     | -                                    | -                                   | 5,707                           | 2,582                         |
| SUNDRY EXPENSES                                       | 303                                       | -                                    | -                                   | 303                             | 948                           |
| <b>Sub total</b>                                      | <b>55,454</b>                             | <b>-</b>                             | <b>-</b>                            | <b>55,454</b>                   | <b>53,868</b>                 |
| <b>A4 Asset and investment purchases, (see table)</b> |   |                                      |                                     |                                 |                               |
|   | -   | -                                    | -                                   | -                               | 8,500                         |
|   | -   | -                                    | -                                   | -                               | -                             |
| <b>Sub total</b>                                      | <b>-</b>                                  | <b>-</b>                             | <b>-</b>                            | <b>-</b>                        | <b>8,500</b>                  |
| <b>Total payments</b>                                 | <b>55,454</b>                             | <b>-</b>                             | <b>-</b>                            | <b>55,454</b>                   | <b>62,368</b>                 |
| <b>Net of receipts/(payments)</b>                     | <b>- 3,697</b>                            | <b>-</b>                             | <b>-</b>                            | <b>- 3,697</b>                  | <b>56,563</b>                 |
| <b>A5 Transfers between funds</b>                     | <b>-</b>                                  | <b>-</b>                             | <b>-</b>                            | <b>-</b>                        | <b>-</b>                      |
| <b>A6 Cash funds last year end</b>                    | <b>81,254</b>                             | <b>-</b>                             | <b>-</b>                            | <b>81,254</b>                   | <b>24,691</b>                 |
| <b>Cash funds this year end</b>                       | <b>77,557</b>                             | <b>-</b>                             | <b>-</b>                            | <b>77,557</b>                   | <b>81,254</b>                 |



## Section B Statement of assets and liabilities at the end of the period

| Categories           | Details  | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
|----------------------|--|------------------------------------|----------------------------------|---------------------------------|
| <b>B1 Cash funds</b> | RBS ACCOUNT  | 77,482                             | -                                | -                               |
|                      | CASH BALANCE   | 75                                 | -                                | -                               |
|                      |  | -                                  | -                                | -                               |
|                      | <b>Total cash funds</b>                                | <b>77,557</b>                      | <b>-</b>                         | <b>-</b>                        |
|                      | (agree balances with receipts and payments account(s)) | OK                                 | OK                               | OK                              |

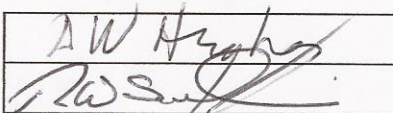
|                                 | Details | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
|---------------------------------|---------|------------------------------------|----------------------------------|---------------------------------|
| <b>B2 Other monetary assets</b> |         | -                                  | -                                | -                               |
|                                 |         | -                                  | -                                | -                               |
|                                 |         | -                                  | -                                | -                               |
|                                 |         | -                                  | -                                | -                               |
|                                 |         | -                                  | -                                | -                               |
|                                 |         | -                                  | -                                | -                               |

|                             | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|-----------------------------|---------|-----------------------------|-----------------|--------------------------|
| <b>B3 Investment assets</b> |         |                             | -               | -                        |
|                             |         |                             | -               | -                        |
|                             |         |                             | -               | -                        |
|                             |         |                             | -               | -                        |
|                             |         |                             | -               | -                        |

|   | Details                  | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|---|--------------------------|-----------------------------|-----------------|--------------------------|
| <b>B4 Assets retained for the charity's own use</b> | MOTOR VEHICLES - 01/21   | UNRESTRICTED                | -               | -                        |
|   | COMPUTER - 8/13          | UNRESTRICTED                | -               | -                        |
|   | MOBILE PROJECTOR - 11/14 | UNRESTRICTED                | -               | -                        |
|   |                          |                             | -               | -                        |
|   |                          |                             | -               | -                        |
|   |                          |                             | -               | -                        |
|   |                          |                             | -               | -                        |
|   |                          |                             | -               | -                        |
|   |                          |                             | -               | -                        |

|                       | Details | Fund to which liability relates | Amount due (optional) | When due (optional) |
|-----------------------|---------|---------------------------------|-----------------------|---------------------|
| <b>B5 Liabilities</b> |         |                                 | -                     |                     |
|                       |         |                                 | -                     |                     |
|                       |         |                                 | -                     |                     |
|                       |         |                                 | -                     |                     |
|                       |         |                                 | -                     |                     |

Signed by one or two trustees on behalf of all the trustees

| Signature   | Print Name                 | Date of approval |
|---|----------------------------|------------------|
|  | DAVID W. HUGHES            | 08/08/2022       |
|   | REVEREND REGINALD SINCLAIR | 08/08/2022       |





**ATHERTON AND**  
**CHARITY COMMISSION**  
**FOR ENGLAND AND WALES**

**Independent examiner's  
report on the accounts**

**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
ATHERTON AND LEIGH FOODBANK

**On accounts for the year  
ended**

31<sup>st</sup> MARCH 2022

**Charity no  
(if any)**

1153333

**Set out on pages**

One

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

**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 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 (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

\* Please delete the words in the brackets if they do not apply.

**Signed:**

**Date:**

8<sup>th</sup> August 2022

**Name:**

Ian Thomas

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

ACMA:GCMA

**Address:**

Firs End, 4 Firs Road

Bolton

BL5 1EZ





CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
Atherton and Leigh Foodbank

No (if any)

## Receipts and payments accounts

CC16a

| For the period<br>from | Period start date | To | Period end date |
|------------------------|-------------------|----|-----------------|
|                        | 01/04/2021        |    | 31/03/2022      |

### Section A Receipts and payments

|   | Unrestricted<br>funds<br>to the nearest<br>£ | Restricted<br>funds<br>to the nearest £ | Endowment<br>funds<br>to the nearest £ | Total funds<br>to the nearest £ | Last year<br>to the nearest £ |
|---|--|---|--|---------------------------------|-------------------------------|
| <b>A1 Receipts</b>                                    |  |   |  |                                 |                               |
| DONATIONS   | 43,513                                       | -                                       | -                                      | 43,513                          | 57,888                        |
| COLLECTIONS   | 8,244  | -                                       | -                                      | 8,244                           | 6,478                         |
| GRANTS RECEIVED                                       | -  | -                                       | -                                      | -                               | 54,465                        |
| SPONSORSHIP   | -  | -                                       | -                                      | -                               | -                             |
| SALE OF FIXED ASSETS                                  | -  | -                                       | -                                      | -                               | -                             |
| SUNDRY INCOME   | -  | -                                       | -                                      | -                               | 100                           |
|   | -  | -                                       | -                                      | -                               | -                             |
| <b>Sub total (Gross income for AR)</b>                | <b>51,757</b>                                | <b>-</b>                                | <b>-</b>                               | <b>51,757</b>                   | <b>118,931</b>                |
| <b>A2 Asset and investment sales, (see table).</b>    |  |   |  |                                 |                               |
|   | -  | -                                       | -                                      | -                               | -                             |
|   | -  | -                                       | -                                      | -                               | -                             |
| <b>Sub total</b>                                      | <b>-</b>                                     | <b>-</b>                                | <b>-</b>                               | <b>-</b>                        | <b>-</b>                      |
| <b>Total receipts</b>                                 | <b>51,757</b>                                | <b>-</b>                                | <b>-</b>                               | <b>51,757</b>                   | <b>118,931</b>                |
| <b>A3 Payments</b>                                    |  |   |  |                                 |                               |
| EMPLOYMENT COSTS                                      | 33,031                                       | -                                       | -                                      | 33,031                          | 33,458                        |
| TRUST ADMINISTRATION                                  | 1,677  | -                                       | -                                      | 1,677                           | 887                           |
| PRINTING AND STATIONARY                               | 5  | -                                       | -                                      | 5                               | 36                            |
| EQUIPMENT CLOTHING                                    | -  | -                                       | -                                      | -                               | 122                           |
| HOLIDAY CLUB  | 133  | -                                       | -                                      | 133                             | -                             |
| DISTRIBUTION CENTRE COSTS                             | 1,693  | -                                       | -                                      | 1,693                           | 379                           |
| WAREHOUSE COSTS                                       | 12,905                                       | -                                       | -                                      | 12,905                          | 15,456                        |
| TRANSPORT COSTS                                       | 5,707  | -                                       | -                                      | 5,707                           | 2,582                         |
| SUNDRY EXPENSES                                       | 303  | -                                       | -                                      | 303                             | 948                           |
| <b>Sub total</b>                                      | <b>55,454</b>                                | <b>-</b>                                | <b>-</b>                               | <b>55,454</b>                   | <b>53,868</b>                 |
| <b>A4 Asset and investment purchases, (see table)</b> |  |   |  |                                 |                               |
|   | -  | -                                       | -                                      | -                               | 8,500                         |
|   | -  | -                                       | -                                      | -                               | -                             |
| <b>Sub total</b>                                      | <b>-</b>                                     | <b>-</b>                                | <b>-</b>                               | <b>-</b>                        | <b>8,500</b>                  |
| <b>Total payments</b>                                 | <b>55,454</b>                                | <b>-</b>                                | <b>-</b>                               | <b>55,454</b>                   | <b>62,368</b>                 |
| <b>Net of receipts/(payments)</b>                     | <b>- 3,697</b>                               | <b>-</b>                                | <b>-</b>                               | <b>- 3,697</b>                  | <b>56,563</b>                 |
| <b>A5 Transfers between funds</b>                     | <b>-</b>                                     | <b>-</b>                                | <b>-</b>                               | <b>-</b>                        | <b>-</b>                      |
| <b>A6 Cash funds last year end</b>                    | <b>81,254</b>                                | <b>-</b>                                | <b>-</b>                               | <b>81,254</b>                   | <b>24,691</b>                 |
| <b>Cash funds this year end</b>                       | <b>77,557</b>                                | <b>-</b>                                | <b>-</b>                               | <b>77,557</b>                   | <b>81,254</b>                 |



## Section B Statement of assets and liabilities at the end of the period

| Categories           | Details  | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
|----------------------|--|------------------------------------|----------------------------------|---------------------------------|
| <b>B1 Cash funds</b> | RBS ACCOUNT  | 77,482                             | -                                | -                               |
|                      | CASH BALANCE   | 75                                 | -                                | -                               |
|                      |  | -                                  | -                                | -                               |
|                      | <b>Total cash funds</b>                                | <b>77,557</b>                      | <b>-</b>                         | <b>-</b>                        |
|                      | (agree balances with receipts and payments account(s)) | OK                                 | OK                               | OK                              |

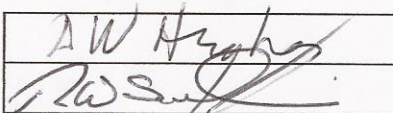
|                                 | Details | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
|---------------------------------|---------|------------------------------------|----------------------------------|---------------------------------|
| <b>B2 Other monetary assets</b> |         | -                                  | -                                | -                               |
|                                 |         | -                                  | -                                | -                               |
|                                 |         | -                                  | -                                | -                               |
|                                 |         | -                                  | -                                | -                               |
|                                 |         | -                                  | -                                | -                               |
|                                 |         | -                                  | -                                | -                               |

|                             | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|-----------------------------|---------|-----------------------------|-----------------|--------------------------|
| <b>B3 Investment assets</b> |         |                             | -               | -                        |
|                             |         |                             | -               | -                        |
|                             |         |                             | -               | -                        |
|                             |         |                             | -               | -                        |
|                             |         |                             | -               | -                        |

|   | Details                  | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|---|--------------------------|-----------------------------|-----------------|--------------------------|
| <b>B4 Assets retained for the charity's own use</b> | MOTOR VEHICLES - 01/21   | UNRESTRICTED                | -               | -                        |
|   | COMPUTER - 8/13          | UNRESTRICTED                | -               | -                        |
|   | MOBILE PROJECTOR - 11/14 | UNRESTRICTED                | -               | -                        |
|   |                          |                             | -               | -                        |
|   |                          |                             | -               | -                        |
|   |                          |                             | -               | -                        |
|   |                          |                             | -               | -                        |
|   |                          |                             | -               | -                        |
|   |                          |                             | -               | -                        |

|                       | Details | Fund to which liability relates | Amount due (optional) | When due (optional) |
|-----------------------|---------|---------------------------------|-----------------------|---------------------|
| <b>B5 Liabilities</b> |         |                                 | -                     |                     |
|                       |         |                                 | -                     |                     |
|                       |         |                                 | -                     |                     |
|                       |         |                                 | -                     |                     |
|                       |         |                                 | -                     |                     |

Signed by one or two trustees on behalf of all the trustees

| Signature   | Print Name                 | Date of approval |
|---|----------------------------|------------------|
|  | DAVID W. HUGHES            | 08/08/2022       |
|   | REVEREND REGINALD SINCLAIR | 08/08/2022       |