

Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	01	01	2020		31	12	2020

Charity name Slough Foodbank

Other names charity is known by

Registered charity number (if any) 1153813

Charity's principal address 411 Montrose Avenue

Slough

Berkshire

Postcode SL1 4TJ

Names of the charity trustees who manage the charity

Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1 Tom Batt	Chair	From 01/07/2021	Appointed by Trustees
2 Shola Ogunniyi	Trustee		
3 Andy Searle	Trustee		
4 Celia Taylor	Treasurer	From 01/08/2021	Appointed by Trustees
5 Celia Taylor	Chair	Until 31/07/2021	
6 Steve Smith	Treasurer	Until 31/07/2021	
7 Rebecca Ford	Trustee	From 04/10/2021	Appointed by Trustees
8 Sarah Bradley	Trustee	From 04/10/2021	Appointed by Trustees
9			

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

Sue Sibany-King (Manager of Slough Foodbank)

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Charitable Incorporated Organisation
How the charity is constituted (eg. trust, association, company)	Foundation Model whose only voting members are trustees
Trustee selection methods (eg. appointed by, elected by)	By appointment by the trustees

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Slough Foodbank has a trustee induction programme, which includes an overview of the constitution, finances and identifying potential conflicts of interest.

Slough Foodbank is part of the foodbank network of the Trussell Trust.

The trustees are responsible for the overseeing of the risks faced by the foodbank. Risks are identified, assessed and controls established throughout the year via a risk register. The most significant risk is potential change to no rent lease arrangements on warehousing space. Part of the reserves is used as a contingency for funding commercial rated warehousing if notice were given by the current landlord.

A formal review of the charity's processes is undertaken annually by representatives of the Trussell Trust.

Summary of the objects of the charity set out in its governing document

Object

The object of Slough Foodbank, is the prevention or relief of poverty in the United Kingdom but primarily in Slough and the surrounding area in particular but not exclusively by providing emergency food supplies to individuals in need, as motivated by the principles of the Christian Faith.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Main Activities

Slough Foodbank supplied food parcels containing three days supply of nutritionally balanced food to everyone referred to us who is in food poverty crisis for whatever reason.

Within the constraints of the COVID 19 government restrictions, Slough Foodbank collected donated food from the local community to enable those people referred to Slough Foodbank to receive a food parcel. During 2020, these food donations were supplemented with purchases of food by Slough Foodbank.

Slough Foodbank maintained its network of referral agencies amongst the caring professionals in Slough, to ensure that everyone who is in food poverty crisis is referred to Slough Foodbank.

In response to the government lock down in March 2020 Slough Foodbank was obliged to change our operations. During 2020, some established volunteers were obliged to shield and therefore more reliance was placed

on employee hours. The preparation of the Food parcels was moved from distribution centres to a second warehouse, and delivered to collection centres throughout the year, for collection by referred clients. Also, some more vulnerable clients received deliveries of these pre-packed food parcels.

Slough Foodbank ran a fuel bank operation during 2020. Assistance was given to clients who did not have sufficient gas or electricity to cook the food Slough Foodbank provided, and those whose fuel is paid for on a pre-payment key.

Additional details of objectives and activities (Optional information)

- -
 -
- You **may choose** to include further statements, where relevant, about:

policy on grantmaking;
policy programme related investment;
contribution made by volunteers.

Grant Making

Slough Foodbank currently does not make grants to third party good causes, unless agreed with individual donors. No cash grants were made in 2020. Some food surpluses did get passed to other foodbanks or charities that feed people, to avoid food waste.

Policy on Investment of Funds

During 2020, Slough Foodbank received substantial financial donations, as community organisations and companies based in the Slough area responded to the Covid crisis. Additional bank accounts were opened to maximise the security of funds under the FSCS bank protection limit.

Contribution Made by Volunteers

About thirty additional temporary volunteers were recruited at the beginning of the COVID crisis to replace the 50% or so of experienced volunteers who were shielding.

Volunteers were engaged in collecting food donations, warehousing, prepacking food parcels, delivering food parcels, transporting food parcels to distribution centres and administering the referral system. Some of these volunteers were able to support Slough Foodbank because of the Government furlough scheme and returned to work as the COVID situation gradually eased. New volunteer recruitment and training began in the autumn to resource ongoing operations.

Change to Operating Systems with Assistance of Referral Agencies

The paper-based voucher system that Slough Foodbank used since its launch, became untenable due to the risk of virus spread. Therefore, through the hard work of staff and the referral agencies, during the year, the referral system was changed from a paper-based system to an electronic system provided and maintained by the Trussell Trust.

Summary of the main achievements of the charity during the year

Referrals of People in Food Poverty

Slough Foodbank received 3023 referrals during 2020. During the period, 176 agencies in the Slough area referred clients to Slough Foodbank, including homeless charities and housing associations, jobcentres, probation services, local government agencies schools and other children's agencies, surgeries churches and other charities.

Distribution of Food parcels

Slough Foodbank provided 6530 emergency food parcels during 2020. These food parcels helped feed a large number of people, 2365 of these were children. The vast majority of this food was distributed through distributions centres across the Slough area. During 2020, Slough Foodbank operated four distribution centres. One distribution centre opened twice a week, the remainder opened once a week. Unlike previous years, food deliveries to homes were required during 2020, due to individuals shielding. Of these food parcels, 1280 were

delivered to people's residences.

Food Donations Received

Slough Foodbank received 88.8 tonnes of food during 2020 from local churches, schools, shops, businesses and private donations. Slough Foodbank distributed 80.6 tonnes to support people experiencing food crisis. Special measures were required to receive donations and quarantine food in line with government COVID guidelines.

Fuel bank

Slough Foodbank operates a fuel bank for those in fuel poverty, to prevent people having to make a choice of between eating and staying warm. During the first quarter of the year the fuel bank operated by Slough Foodbank funded emergency power to 63 homes amounting to £2,500. The fuel bank was not able to operate again until it was moved to the Charis online fuel system, in response to Covid restrictions on personal contact. Using that system, the fuel bank funded emergency power for 53 homes, amounting to £2262 during the remainder of 2020 and transferred funds to the Charis system for fuel vouchers to be issued the following year.

Christmas Bazaar

In the run up to Christmas, instead of issuing Christmas hampers, clients were invited to a socially distanced event to select Christmas treat items, warm clothing and toys.

Brief statement of the charity's policy on reserves

The reserves provide Slough Foodbank with adequate financial stability and the means for it to meet its charitable objectives for the foreseeable future.

It is our policy to hold cash reserves equivalent to at least twelve months operational costs or a minimum of £80,000, to ensure we are able to meet our financial obligations despite the irregularity of income or unplanned incremental costs. When uncertainty is high, the trustees allow the reserves to rise well above these minimum limits.

This level of reserves provides a degree of protection for any unexpected falls in level of donations of food, any significant increase in clients or material change in the requirements of how the foodbank operates due to changing situations. The increase in warehousing requirements in 2020 increased the scale of our primary financial risk. Our reserves policy is reviewed at least annually. The level of actual reserves is reviewed at each Trustees meeting.

Details of any funds materially in deficit

No funds are materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy

Income rose to five times that of the previous year

The COVID 19 emergency triggered generosity from donors, proving unrestricted income at levels never experienced by Slough Foodbank. This was underpinned by Slough Foodbank's high profile in the community, built up over the previous years.

One off gifts from community groups and corporations were twelve times higher in 2020 than the previous year.

No direct grants from central or local government were received, and no furlough grants were received. Online giving, through the CAF platform was over ten times higher in 2020 than 2019.

Corporate donations routed through the Trussell Trust, which was previously comprised of distributions from supermarkets, rose to over six times the level in 2019.

adopted.

Restricted Income

Of the voluntary income received, £86k came with restriction. Only £25k came with project related restrictions, (£2.9k for pc's and associated software licences, £21k was for purchasing a van). On completion of these projects, £0.6k was transferred to unrestricted funds at year end. £13.6 of the restricted income was for running costs £0.1k was transferred to unrestricted funds at year end. The remaining restricted donations £20k was for food purchases, £2k for fuel bank, £15k for part time staff and £9.8k for COVID related expenses.

Expenditure doubled compared to that of the previous year

Salary costs rose by 60% compared to the previous year, as an additional part time member of staff was hired, and overtime payments rose substantially, when volunteers self-isolated due their age and vulnerability.

Some months proved problematic for food collections. As shortages appeared in shops, food collection points were suspended, and food donations to our warehouse became problematic, purchases of food and toiletries increased by over seven times compared to the previous year. A low mileage used van was purchased to enable food parcels to be delivered to clients, who were unable to attend distribution centres due to self-isolation, and to enable food to be delivered to distribution centres. This purchase was not capitalised and depreciated, so it was treated as expenditure within the year of purchase.

Cost of Warehousing

The level of uncertainty rose in both supply, and demand during the year. Slough Foodbanks operation required an additional warehouse because of social distancing, this was provided free of charge for the period.

2020 Surplus

The unusual year resulted in a very high surplus, over twenty times that of the previous year. Cash reserves consequently also rose. At the end of 2020 were over four times larger than the end of 2019. Bank accounts were opened to minimise the financial risk. At the end of 2020 Slough Foodbank had £114k in savings accounts compared to £36k of the previous year. The amounts in current accounts also rose.

Section F

Other optional information

Response to COVID 19 emergency

In March 2020 Slough Foodbank took steps, in line with government advice, to help contain the outbreak of COVID 19. Trustees monitored the government guidance relevant to our operations, and the risks to staff, volunteers and clients associated with our operations throughout the remainder of the year. Thankfully, foodbank operations were able to continue due to the commitment of our staff and volunteers, and the understanding and patience of our clients. The locations used for our distribution centres closed their community activities, but generously allowed sole use by the foodbank because of its importance to the community.

Outlook

The level of voluntary income is expected to decline to pre Covid levels from 2022 onwards, however rising living costs, forecast increases in debt both personal and governmental, and long term impacts of the Covid crisis on health are all expected to keep demand high for next few years.

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees
Slough Foodbank Trustees Annual Report

Signature(s)

Full name(s)

TOM BATT

CELIA TAYLOR

Position (eg Secretary, Chair, etc)

CHAIR

TREASURER

Date

12/11/2021



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name Slough Foodbank	No (if any) 1153813
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CC16a

Receipts and payments accounts

For the period from	Period start date 01/01/2020	To	Period end date 31/12/2020
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Voluntary Income	159,585	85,282	-	244,867	48,700
Activities for Generating Funds	-	-	-	-	3,523
Investment Income	191	-	-	191	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	159,776	85,282	-	245,058	52,223
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	159,776	85,282	-	245,058	52,223
A3 Payments					
Cost of Fundraising	-	-	-	-	15
Charitable Activities	43,303	55,112	-	98,415	46,571
Governance Costs	900	-	-	900	35
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	44,203	55,112	-	99,315	46,621
A4 Asset and investment purchases. (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	44,203	55,112	-	99,315	46,621
Net of receipts/(payments)	115,573	30,170	-	145,743	5,602
A5 Transfers between funds	743	-	-	-	-
A6 Cash funds last year end	43,319	-	-	43,319	37,717
Cash funds this year end	159,635	29,427	-	189,062	43,319

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Current Account (Bank)	45,282	29,427	-
	Petty Cash	289	-	-
	Savings Account	114,064	-	-
	Total cash funds	159,635	29,427	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets	None		-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

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

Signature

Print Name

Date of approval



TOM BATT
CELA TAYLOR

12/11/21
12/4/21



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

Slough Foodbank

On accounts for the year
ended

31st December 2020

Charity no
(if any)

1153813

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st December 2020.

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:

13-Dec-2021

Name:

Warren Robert Delo

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

FCCA MAAT

I AM NOT A PRACTISING ACCOUNTANT I AM
A CFO AT ACCURISA LTD AND HAPPY TO HELP

Address:

The Studio, 1 Comberton Road, Kidderminster, DY10 1UA

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

following Celia Taylor Review &
CORRECTION THE REPORT IS IN ORDER

Slough Foodbank 2020

FY2020	Bank	Petty Cash	Other Accounts	Total
	£	£	£	£
N Gift Aid	12,445.31			12,445.31
Gift Aid	15,230.77	100.00		15,330.77
Online CAF	73,171.56			73,171.56
Online Crowd	35,345.11			35,345.11
GASDS	0.00	190.15		190.15
Grants	12,580.00			12,580.00
One-off gifts	70,100.62			70,100.62
Trussell	22,137.68			22,137.68
Tax reclaims	591.54			591.54
Petty Cash	2,974.32			2,974.32
Interest			190.56	190.56
Total Income				245,057.62
Food	6,841.10	33.37		6,874.47
F Vouchers	7,580.00			7,580.00
Salary Sue	20,268.84			20,268.84
Salary Bev	8,945.06			8,945.06
Tax\NI	7,786.74			7,786.74
Pension	8,970.81			8,970.81
Accounts	531.90			531.90
Petty Cash	0.00			0.00
Travel	65.88			65.88
Phone	1,021.66			1,021.66
Mobile	338.26			338.26
Postage	123.60			123.60
PC purchase	2,405.96			2,405.96
Equipment	7,175.67			7,175.67
Motor	2,693.28			2,693.28
Electricity	1,644.93			1,644.93
Water	57.56			57.56
Bus Rates	200.00			200.00
Insurance	375.64			375.64
T Trust	900.00			900.00
Other bank Accounts	112,802.22			
Van Purchase	21,355.40			21,355.40
Total Expenditure				99,315.66

Annual Return Receipts & Payments

A1 Receipts

Voluntary Income	244867.06
Activities for Generating Fu	0.00
Investment Income	190.56
A1 subtotal	245057.62

A2

Asset & Investment Sales	0
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A3

Cost of Fundraising	0.00
Charitable Activities	98415.66
Governance costs	900.00
A3 Subtotal	99315.66

A4

Asset & Property	0
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Governance costs

Balances as of 31st December 2020

Petty Cash	289
Coop Current	39,709
Metro Current	35,000
Coop Savings	50,000
Metro Savings	50,064
Redwood Deposit	14,000
Total Cash Balances	189,061

Slough Foodbank The Use of Restricted Funds in 2020

Ref	Date	Bank	Reference	Customer	Reference	Credit	COVID	Food	Fuel	Part time staff	PC Project	Van Project	Running	Notes
28	16/01/2020	PPAF TYP PCC		THAMES VALLEY POLI		1,500.00							1,500.00	running costs
108	28/02/2020	TRUSSELL TRUST		TRUSSELL TRUST		1,503.02					1,503.02			3 PCs and associated software licenses. Grant was paid
107	28/02/2020	TRUSSELL TRUST		TRUSSELL TRUST		1,466.99					1,466.99			3 pcs and associated software licenses
115	02/03/2020	SLOUGH FOODBANK		RADIAN GROUP LTD R		1,500.00			1,500.00					fuelbank
175	02/04/2020	TRUSSELL TRUST		TRUSSELL TRUST		6,395.00								£4,395 majority was for part time staff member and for food supplies
180	03/04/2020	SLOUGH FOOD BANK		RADIAN GROUP LTD R		1,500.00				4,395.00				individual donation with restriction;
188	07/04/2020	HODSON FUEL-FOOD		XXXXXXXXXX		1,000.00			500.00					3,000.00 this came via BCF but was actually from ascot racecourse
196	08/04/2020	A546755		BERKS COMMUNITY FO		6,000.00								3,500.00 this was for covid purposes and general running costs a
212	20/04/2020	CROWDFUNDER UK -PA		Crowdfunder Ltd		8,223.80	500.00							5,000.00 running costs and staff costs
252	01/05/2020	GARFIELD WESTON		GARFIELD WESTON FO		10,000.00								anything related to covid and helping people affected b
282	11/05/2020	SERCO FOUNDATION		SERCO FOUNDATION		2,000.00	2,000.00			5,000.00				food supplies and virus protection
302	18/05/2020	SLOUGH CENTRAL		G M ZC 2016 LP GE		5,000.00	1,000.00	4,000.00						anything related to covid and helping people affected b
300	18/05/2020	SERCO FOUNDATION		SERCO FOUNDATION		1,000.00	1,000.00	2,000.00						food supplies
370	22/06/2020	PPAF TYP PCC		THAMES VALLEY POLI		2,000.00								donation came via BCF from reckett benhauser to suppl
434	22/07/2020	A564539		BERKS COMMUNITY FO		3,750.00	3,750.00							for covid emergency
431	22/07/2020	'louis bayliss		000000 CREDIT		1,500.00	1,500.00							750.00 £3k for food supplies, £5.8K for extending part time me
453	31/07/2020	Lottery Community Fund		COVID-19 RESPONSE		9,550.00		3,000.00		5,800.00				for larger capacity van
523	04/09/2020	546-27		SEGRO		10,000.00						10,000.00		for larger capacity van
563	28/09/2020	FASTER PAYMENT		TRUSSELL TRUST		11,393.00						11,393.00		
Total Restricted funds Voluntary Income						85,281.81	9,750.00	20,223.80	2,000.00	15,195.00	2,970.01	21,393.00	13,750.00	

Expenditure charged to restricted

Running Cost charged													
Van purchased													
PC Project													
Part Time Staff													
Fuel Bank													
Food													
Covid													
Charitable activities expenditure charged to restricted													
Restricted fund at year end before transfers													
Transfers between Funds													
Restricted Fund after transfers													
						55,112.14	0.00	6,796.60	2,000.00	8,945.06	2,405.96	21,355.40	13,609.12
						30,169.67	9,750.00	13,427.20	0.00	6,249.94	564.05	37.60	140.88
						-742.53	0	0	0	0	-564.05	-37.6	-140.88
						29,427.14	9,750.00	13,427.20	0.00	6,249.94	0.00	0.00	0.00

13,609.12 Salary Sue (Manager) from May onwards

21355.4

2,405.96

8,945.06

2,000.00

6,796.60

0

Salary Bev(part time staff)

Payment into Charis Grants scheme