

Registered Charity No: 1153906

BARNESLEY FOOD BANK PARTNERSHIP
REPORT AND ACCOUNTS
YEAR ENDED 30 SEPTEMBER 2020

BARNSLEY FOOD BANK PARTNERSHIP

REPORT AND ACCOUNTS

YEAR ENDED 30 SEPTEMBER 2020

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BARNSELY FOOD BANK PARTNERSHIP
LEGAL AND ADMINISTRATIVE INFORMATION
YEAR ENDED 30 SEPTEMBER 2020

Full Name: **BARNSELY FOOD BANK PARTNERSHIP**

**Registered Charity
Number:** 1153906

Contact Address: Christopher Joseph Denton
8 Gildhurst Court
Birdwell
Barnsley
South Yorkshire
S70 5ST

Trustees: M A Neal
M J Cameron
C J Denton
I Guest
J Bickley
M Corney
R Campbell

Chair: M A Neal

Treasurer: I Guest

Bankers: Unity Trust Bank plc
Four Brindleyplace
Birmingham
B1 2JB

Independent Examiner: Angela Hayes
Community Accountant
BCVS Services Limited
Priory Campus
Pontefract Road
Lundwood
Barnsley
S71 5PN

BARNSELEY FOOD BANK PARTNERSHIP

TRUSTEES' REPORT

YEAR ENDED 30 SEPTEMBER 2020

The Trustees present their report and accounts for the period 01 October 2019 to 30 September 2020.

Structure, governance and management

Barnsley Food Bank Partnership is a Charitable Incorporated Organisation (CIO), registered with the Charity Commission and governed by its constitution, adopted September 2013.

The members of the CIO are the charity trustees. Membership of the CIO cannot be transferred to anyone else. The members of the CIO have no liability to contribute to assets and no personal responsibility for settling debts and liabilities in the event of winding up.

The charity trustees may create associate or other classes of non-voting membership and may determine the rights and obligations of such members.

The affairs of the charity are managed by the trustees, who may exercise all the powers of the charity.

The trustees who served during the year are shown on page 3 of this report.

Appointment of Trustees

In accordance with the terms of the constitution, there must be at least three charity trustees. If the number falls below this minimum, the remaining trustees can act only to call a meeting of the trustees or appoint a new trustee. There is no maximum number of charity trustees that may be appointed to the CIO. Trustees can only be appointed by a resolution passed at a properly convened meeting of the charity trustees.

Each new trustee is given a copy of the constitution and the latest trustee's annual report and accounts, on or before appointment.

Charitable aims and objectives

The objects of the charity are:

To relieve persons in Barnsley, United Kingdom and elsewhere in the world who are in conditions of need, hardship or distress (beneficiaries) in such a way as the Trustees from time to time think fit.

BARNSELEY FOOD BANK PARTNERSHIP

TRUSTEES' REPORT continued

YEAR ENDED 30 SEPTEMBER 2020

Activities undertaken for the public benefit & Achievements during the period

In shaping the objectives for the year, the trustees have paid due regard to the public benefit guidance published by the Charity Commission.

The Barnsley Foodbank Partnership was established to provide parcels of food to people in the Borough of Barnsley who are in crisis. This was to be achieved by establishing intentional partnerships with community organisations to both collect donations and distribute food. Food has been donated through supermarket collections and also by many community and faith organisations wanting to support the project. The food collected is gathered, sorted, stored and packed for re-distribution in a central hub and then delivered to a number of community hubs where it can be collected by those who are referred to us.

The main hub for the Foodbank is still located with FareShare Yorkshire in Aldham House Industrial Estate. The facilities have enabled the project to maintain its volunteer sessions and to accommodate the staff employed in the project. Stock is sorted into type and date to ensure that the items with the shortest date are used first. Our aim is to maintain a stock level of between 3 and 6 months at any one time. We are grateful to FareShare Yorkshire for the continued support they give to the project and their willingness to share these excellent facilities.

In December 2017 the Trustee Board decided to use the funds available to appoint a Foodbank Manager who would oversee the day-to-day activity in the hub while having a clear focus on future development of the project. This appointment was made in April 2018 following confirmation of funding from Barnsley Metropolitan Council and has made a significant difference to the managing and direction of the project. Due to a change of circumstances the Manager left in November 2018 and a new manager was appointed which has enabled us to maintain a continuity of the service.

The first (distribution) spokes were opened in October 2013 at Wombwell Salvation Army and Hope House Church. A spoke is a place where support can be offered through informal conversation and signposting and many people referred have returned not because they need another food parcel but because they value that level of support in their community. At the beginning of October 2019 spokes were located at:

- **Barnsley Hope House Church**
- **Barnsley St Georges Church**
- **Goldthorpe Salvation Army**
- **Darfield Wesley Methodist church**
- **Athersley New Hope Church**
- **Elim Church Worsborough**
- **Penistone St Andrews Church**
- **Royston Salvation Army**
- **Wombwell Foodbank Hub**

We were pleased to be able to open 2 new spokes during the year at Grimethorpe Community Farm and Great Houghton Welfare Hall and we are already in conversation to open additional spokes during the coming year. Each spoke is staffed each week by volunteers, and we are grateful to them for the continued support especially during this year when we have had to meet the challenges of the Covid-19 pandemic.

BARNSELEY FOOD BANK PARTNERSHIP

TRUSTEES' REPORT continued

YEAR ENDED 30 SEPTEMBER 2020

Summary of Activity in Year 7 (October 2019 to September 2020)

Maintained Spokes, opening 11 sessions per week.

Recruited and trained additional Referral Agencies (total at end Sept 2020 =133).

Collected 60,714Kg of food (36,190Kg in 2018/19). – equivalent to approximately £102,000

Distributed 43,201Kg of food (27,825Kg in 2018/19) – equivalent to approximately £72,578.

Referrals Received – 2,487 (1,970 in 2018/19).

People Fed – 5,283 (3,819 in 2018/19).

Covid-19 Pandemic

In March this year the nation entered lockdown due to the Coronavirus Pandemic and the Foodbank quickly responded to ensure that a level of service could be maintained. The Board of Trustees prepared a risk assessment which was submitted to Barnsley Council, providing information about the services that could be continued. Additional funding was secured through a number of sources (including Trussell Trust) which allowed us to recruit additional p/t staff working on administration and also supporting activity in the warehouse. The spokes were required to review their procedures as buildings were no longer as accessible, but all were committed to maintaining a service that provided support to vulnerable people in the local community. The Foodbank also provided food parcels to BMBC for the first wave of people who were shielding. We have been fortunate to receive additional personal donations during the year which will be allocated to ensure continuation of the services as we come out of this crisis and support families in need across the borough.

Plans for the Future

The Foodbank Partnership has continued to grow through the year providing food and support for people in the community of Barnsley. The project is still benefitting from funding through Barnsley Metropolitan Council, and we continue to explore ways in which we can secure sustainable funding from alternative sources. The Trustees have prepared an Impact Assessment Report which outlines possible options for the future depending on available funding – this is a working document that will continue to inform trustee decisions throughout the year. If funding cannot be secured the Trustees will be unable to guarantee the current level of provision in the borough. However, subject to funding being available the project will continue to establish new partnerships in order to set up spokes in other areas of the Borough. Areas for these spokes will be identified from local statistics of deprivation and also the number of referrals being received. A priority in this coming year will be to replace any spokes that have closed and foster links with the spoke volunteers that ensure all clients can be signposted to receive the support they need in a time of crisis.

The Project will continue to recruit referral partners especially concentrating on local agencies relating to the existing spoke host organisations.

BARNSELEY FOOD BANK PARTNERSHIP

TRUSTEES' REPORT continued

YEAR ENDED 30 SEPTEMBER 2020

The project relies on the commitment of many volunteers who give regularly of their time to make sure that food is checked and stored correctly and then packed for distribution as well as to our partners in the Spoke organisations. We are grateful for this level of commitment and also to the many people across the borough who, by donating food regularly, alongside our Tesco collections make it possible for us to meet the increasing demand. We are also grateful to the referral agencies with whom we partner to help meet the needs of many people in the borough who come to them in times of crisis. Finally, as we move forward we thank FareShare Yorkshire for their ongoing commitment to the management of the project.

The Charity's policy on reserves

The trustees recognise the need to keep reserves at a level which will give the charity stability to enable it to continue to operate in the future and aim to hold at least 3 months running costs in reserve at any one time. The actual level of reserves held by the charity on 30.09.20 was £58,975 (2019: £29,863). Funds will be utilised in the next financial year as the Covid-19 response effort continues. The trustees therefore consider the level of reserves at the year end to be appropriate.

Related parties

The trustees consider that there are no related parties to the charity.

Trustees responsibilities for the financial statements

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy the financial position of the charity at any time and enable the trustees to prepare financial statements for each financial year. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

Financial Position

The financial statements are set out in pages 9 to 12.

The Receipts and Payments Account shows a surplus for the year of £46,238 (2019: £8,412). The total funds of the charity at year end stand at £76,101 (2019: £29,863). The general reserves of the charity, represented by unrestricted funds, stand at £58,975 at the year end (2019: £29,863). The charity received additional funds in 2019-20 to support Covid-19 response work, some of this funding is carried forward to be spent in the next financial year as the pandemic continues.

The trustees declare that they have approved the report above.
Signed on behalf of the charity's trustees:

Signed: I Guest

Date: 29 March 2021

I Guest, Treasurer

BARNSELEY FOOD BANK PARTNERSHIP

INDEPENDENT EXAMINER'S REPORT

YEAR ENDED 30 SEPTEMBER 2020

I report on the accounts of the charity, which are set out on pages 9 to 12.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year, under section 144 (2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts, under section 145 of the 2011 Act;
- follow the procedures laid down in the general directions given by the Charity Commissioners under section 145 (5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention

Basis of independent examiner's report

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

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements to keep accounting records, in accordance with section 130 of the 2011 Act, and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met;

or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed Angela Hayes Date: 29 March 2021

Angela Hayes
Community Accountant
BCVS Services Limited, Priory Campus, Lundwood, Barnsley, S71 5PN

BARNSELEY FOOD BANK PARTNERSHIP

RECEIPTS AND PAYMENTS ACCOUNT

YEAR ENDED 30 SEPTEMBER 2020

| | Note | Unrestricted Funds £ | Restricted Funds £ | Total 2020 £ | Total 2019 £ |
|--------------------------------------|-------------|-------------------------------------|-----------------------------------|-----------------------------|-----------------------------|
| Receipts | | | | | |
| Donations & fundraising | | 44,261 | - | 44,261 | 13,623 |
| Grants | 3 | - | 35,430 | 35,430 | - |
| BMBC Service Contract | | 40,000 | - | 40,000 | 36,667 |
| Total receipts | | 84,261 | 35,430 | 119,691 | 50,290 |
| Payments | | | | | |
| Staff costs & management fee | | 33,252 | 4,503 | 37,755 | 31,112 |
| Warehousing costs | | 9,480 | - | 9,480 | 9,480 |
| Insurance | | 252 | - | 252 | 252 |
| IT/Internet | | 143 | - | 143 | 101 |
| Trussell Trust Network fee | | 360 | - | 360 | 360 |
| Family food parcels & activity packs | | - | 11,372 | 11,372 | - |
| Volunteer expenses | | 634 | - | 634 | - |
| Purchase of van | | 10,140 | - | 10,140 | - |
| Van running costs | | - | 2,429 | 2,429 | - |
| Accountancy fee | | 350 | - | 350 | 350 |
| Miscellaneous & other expenses | | 538 | - | 538 | 223 |
| Total payments | | 55,149 | 18,304 | 73,453 | 41,878 |
| Surplus/(Deficit) | | 29,112 | 17,126 | 46,238 | 8,412 |
| Total funds brought forward | | 29,863 | - | 29,863 | 21,451 |
| Total Funds Carried Forward | 3 | 58,975 | 17,126 | 76,101 | 29,863 |

BARNESLEY FOOD BANK PARTNERSHIP

STATEMENT OF ASSETS & LIABILITIES

AS @ 30 SEPTEMBER 2020

| | 2020 | 2019 |
|---|----------------------|----------------------|
| | £ | £ |
| Monetary Assets: | | |
| Unity Trust Bank | 76,023 | 29,863 |
| Petty Cash | 78 | - |
| Total monetary assets | <u>76,101</u> | <u>29,863</u> |
| Fixed Assets held for the charity's own use: | | |
| Van (cost price) | 10,140 | - |
| | <u>10,140</u> | <u>-</u> |
| Other Assets: | | |
| Prepayment of Rent (Warehousing) | 4,740 | 4,740 |
| Debtors - BMBC September payment | 3,333 | 3,333 |
| | <u>8,073</u> | <u>8,073</u> |
| Liabilities: | | |
| Accountancy/ Independent Examination fee | 400 | 350 |
| FareShare Management Fee - July to September | - | 1,800 |
| Total Liabilities | <u>400</u> | <u>2,150</u> |

The trustees declare that they have approved the accounts above.
Signed on behalf of the charity's trustees:

I Guest

I Guest, Treasurer

Date: 29 March 2021

BARNLEY FOOD BANK PARTNERSHIP
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 30 SEPTEMBER 2020

1. Accounting policies

Basis of the preparation of the accounts

The financial statements have been prepared on a Receipts & Payments basis which summarises the movement of cash in and out of the organisation. In this context 'cash' includes cash equivalents, such as bank accounts where cash can be readily available to pay debts as they fall due. This format of accounts is available to non-company charities with gross annual income of £250,000 or less.

Classification of income & expenditure

Income and expenditure has been analysed in the accounts using natural classification.

Funds structure

The charity maintains an unrestricted fund which represents funds which are expendable at the discretion of the trustees in furtherance of the objects of the charity. Unrestricted funds may arise from general donations, grants of a general nature, fees for service provision and payment for service delivery contracts.

Restricted funds may be provided to the charity for particular purposes and may only be spent for the purposes for which they were given. Any balance remaining outstanding on a restricted fund at the end of the year is carried forward as a balance on the fund, unless permission has been given by the funder to remove the restriction on the balance outstanding. Restricted funds will arise from grants and donations given to the charity for specific purposes.

2. Trustee payments, benefits and expenses

There were no payments, remuneration or expenses made to trustees during this accounting period, or in the previous accounting period.

BARNSELEY FOOD BANK PARTNERSHIP
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 30 SEPTEMBER 2020

3. Fund Analysis

| | Opening balance £ | Receipts £ | Payments £ | Closing balance £ |
|---------------------------------|-------------------------|----------------|-----------------|-------------------------|
| Unrestricted funds | | | | |
| General Fund | 29,863 | 84,261 | (55,149) | 58,975 |
| | 29,863 | 84,261 | (55,149) | 58,975 |
| Restricted funds | | | | |
| National Lottery Community Fund | - | 6,899 | (2,429) | 4,470 |
| Trussell Trust | - | 4,687 | (605) | 4,082 |
| Greatest Hits Radio | - | 8,050 | (1,371) | 6,679 |
| Groundworks - Tesco | - | 500 | (500) | - |
| SY Police & Crime Commissioner | - | 2,400 | (1,633) | 767 |
| SYCF 1 | - | 4,876 | (3,899) | 977 |
| SYCF 2 | - | 8,018 | (7,867) | 151 |
| | - | 35,430 | (18,304) | 17,126 |
| Total Funds | 29,863 | 119,691 | (73,453) | 76,101 |

4. Restricted Funds

- National Lottery Community Fund – 'Awards for All' funding towards the cost of a Development Worker and running costs of the van.
- Trussell Trust – A grant to fund additional staff costs incurred as a result of pandemic.
- Greatest Hits Radio – a grant from the 'Cash for Kids' appeal, to provide food parcels for families.
- Groundworks Tesco – a grant from the Tesco Bags of Help fund towards Covid response activities.
- South Yorkshire Police and Crime Commissioner – a grant to provide family activity packs.
- SYCF 1 – Covid-19 Response funding from the South Yorkshire Community Foundation, for the salary and associated staff costs of an admin worker.
- SYCF 2 – Covid-19 Response funding from the South Yorkshire Community Foundation, towards the cost of toiletries and first aid items.