



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 01/09/2024 To 31/08/2025

Charity name: Leek and District Foodbank

Charity registration number: 1153990

Objectives and Activities

Summary of the purposes of the charity as set out in its governing document	To relieve persons in Leek and the surrounding areas that are in conditions of need, in such ways as the Trustees from time to time think fit.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	The main activity of the charity is to provide food and other essential items to people in crisis, in Leek and District. The Foodbank has been operating in its usual pattern this past year. All Trustee Meetings were held at the Foodbank following a bi-monthly cycle.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	The Trustees are aware of the guidance issued on public benefit.

Additional information (optional)

Policy on grant making	The Foodbank does not make grants but does donate to other church led food related projects, from which their clients benefit, from time to time.
Policy on social investment including program related investment	The Foodbank has no investments.
Contribution made by volunteers	There were 35 active volunteers working with the project. We are most grateful to them for their commitment to making a difference to those people in our community who find themselves in crisis.

Other	<p>In addition to our volunteers we are also grateful to those organisations and individuals who so generously donate food and other items that enable us to meet the needs of our clients. We are similarly grateful to local supermarkets who allow us to collect on their premises and to the referral agencies who work with us to enable hungry people are fed.</p> <p>We are thankful to Churches Together in Leek & District for their continued support and interest in this project.</p>
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Achievements and Performance

Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	<p>During the period covered by this report Leek & District Foodbank provided food to 2201 people comprising 1409 Adults and 792 Children. A significant decrease of more than 14% on the number from the previous year.</p> <p>In this time, we received 33,231 Kg of food with a Trussell Trust nominal value of £92,050 (Based on the Trussell figure of £2.77 per Kg).</p> <p>We distributed 33,199kg with a value of £91,961..</p> <p>We purchased 3,467 Kg to maintain our ability to distribute food to those in need.</p> <p>This continued fall in usage is largely due to the presence of in-house Citizens Advice service and othe support agencies, and an improving economic climate.</p> <p>The stock at the year-end was 2825kg, representing less than one month's supply based on the year's distribution figures, and considered by the Trustees to be low for our ongoing needs.</p> <p>The financial support we have received from local companies and individual donors ensures that we are able to purchase any stock which we are short of.</p> <p>In addition to food we also distribute essential items like nappies and toiletries to those in need. We maintain a delivery system to reach some clients in the outlying areas who were unable to travel to the Foodbank.</p>
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	<p>We continued to benefit from our own in-house Citizens Advice project, which is funded by Trussell until May 2026. This service is very well used by our clients, and hugely beneficial in helping them to develop financial resilience.</p> <p>We pride ourselves on the holistic support we are able to offer to our clients, using our CA project and working closely with other partnership agencies, a number of whom do drop-in sessions at the Foodbank.</p> <p>The Trustees, in discussion with our Project Manager, decided we would keep all our policies in alignment with those produced by Trussell Trust.</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	
Performance of fundraising activities against objectives set	
Investment performance against objectives	
Other	

Financial Review

Review of the charity's financial position at the end of the period	The charity held a balance of £138751 at the end of the period.
Statement explaining the policy for holding reserves stating why they are held	
Amount of reserves held	The charity maintains a minimum of six months running costs on reserve to cover any identified risks.
Reasons for holding zero reserves	N/A
Details of fund materially in deficit	None
Explanation of any uncertainties about the charity continuing as a going concern	None

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	The charity's main source of income is from individual donations and supporters. We have been fortunate to receive donations from local businesses and legacies.
Investment policy and objectives including any social investment policy adopted	The Foodbank has no investments.
A description of the principal risks facing the charity	Trustees have reviewed the risks to the organisation at present and these risks are considered to be minimal. We have however embarked upon the process of consolidating all areas of our governance to ensure continued resilience.
Other	<p>In May 25 two new Trustees were recruited to the Board.</p> <p>The Project Manager and a Trustee attended the Trussell National Lobby Day where volunteers met with MPs to lobby in favour of the Guarantee Our Essentials campaign, designed to offer people on benefits enough money to survive without having to turn to Foodbanks for support.</p> <p>We also took part in a local arts initiative decorating a fibre glass Wallaby that was part of an arts trail. This was a collaborative project with the design coming from a workshop attended by volunteers, trustees and clients. The theme of our wallaby was</p>

	a demonstration of the wraparound support we give to our clients via images and words.
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Structure, Governance and Management

Description of charity's trusts:	
Type of governing document (trust deed, royal charter)	Constitution
How is the charity constituted? (e.g. unincorporated association, CIO)	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Trustee appointment is by a variety of methods, including invitation by current Trustees, word of mouth and advertising. We have a robust selection process in place conforming with safer recruitment guidelines.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	All Trustees are expected to undertake training on the operation of the Foodbank and the policies and procedures of the Foodbank. They are also encouraged to undertake any relevant Trustee specific training.
The charity's organisational structure and any wider network with which the charity works	The administration of the charity from day to day is carried out by the Project Manager who reports to and is directed by the Trustees. A designated Trustee acts as Line Manager for the Project Manager. Leek and District Foodbank operates as a member of the Trussell network of foodbanks.
Relationship with any related parties	The Foodbank is an active member of Churches Together, Leek and District. We work closely with all the churches in Leek. Notably we run a project offering takeaway meals during the school holidays in conjunction with Trinity Church.
Other	

Reference and Administrative details

Charity name	Leek and District Foodbank
Other name the charity uses	N/A
Registered charity number	1153990
Charity's principal address	Rear of Gateway Church 34 West Street Leek ST13 8AA Staffordshire

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	John Baughan	Chair		
2	Leanne Wallis		End date May 2025	
3	Peter Green			
4	Colin Cooper			
5	Clive Addison			
6	Harold Jennings			
7	Deborah Potts			
8	Judith Littlehales		From May 2025	
9	Ann Knobbs		From May 2025	

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

Exemptions from disclosure

Reason for non-disclosure of key personnel details

Other optional information

Ex Officio Officers

Rob Wallis – Treasurer

Carol Baughan – Minutes Secretary

Lynne Ball – Petty Cash Officer


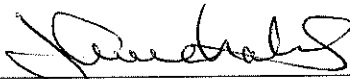
Bennett Brooks - Accountants

Declarations:

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

Signed on behalf of the charity's trustees

Dated 12th March 2026

Signature		
Full names	Deborah Elizabeth Potts	JUDITH ELIZABETH LITTLEHALE
Position (e.g Secretary, Chair etc.	Chair.	Trustee .



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees

Leek & District Foodbank

**On accounts for the year
ended**

31 August 2025

**Charity no
(if any)**

1153990

Set out on pages

3 & 4

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 / 08 /2025.

**Responsibilities and
basis of report**

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

Signed:

Date:

15/11/26

Name:

CLAIRE HAMBLETON

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

FCCA FCA

Address:

CHERRY TREE COURT, CROSS STREET,
LEEK, STAFFORDSHIRE,
ST13 6BL

Section B

Disclosure

Only complete if the examiner needs to highlight material 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.

RECEIPTS AND PAYMENTS ACCOUNTS

PERIOD ENDING 31ST AUGUST 2025

	RESTRICTED FUNDS	UNRESTRICTED FUNDS	TOTAL FUNDS	PREVIOUS YEAR
Balance brought forward	6801.97	131949.39	138751.36	143370.66
<u>Receipts</u>				
Grants	0.00	0.00	0.00	0.00
Donations	150.00	59277.97	59427.97	48920.74
Interest received		785.44	785.44	804.86
From 05505668		17052.17	17052.17	7600.37
Total Receipts	150.00	77115.58	77265.58	57325.97
<u>Payments</u>				
Trussel Trust	0.00	0.00	0.00	0.00
To Business Account	0.00	0.00	0.00	0.00
From Business Account	0.00	0.00	0.00	0.00
To CAF Account		16963.01	16963.01	7600.37
To Petty Cash		89.16	89.16	0.00
Bank Charge		60.00	60.00	30.00
Purchase of equipment	0.00	442.42	442.42	1676.65
Food, nappies etc	327.78	16741.74	17069.52	23558.83
Rent	0.00	10200.00	10200.00	10200.00
Post, stationery, phone	0.00	855.89	855.89	480.61
Insurance	0.00	425.44	425.44	425.44
Travel	0.00	902.49	902.49	371.79
Phone Broadband	0.00	397.99	397.99	392.69
Salary / Payroll Expensis	0.00	20565.19	20565.19	16669.67
Sundry purchases	0.00	3350.14	3350.14	539.22
Total Payments	327.78	70993.47	71321.25	61945.27
Balance carried forward	6624.19	138071.50	144695.69	138751.36

Represented by

Cash at Bank	81953.90		81953.90	80304.14
Petty Cash	68.11		68.11	-21.05
Cash At Business Bank	57896.97		57896.97	56852.31
Cash at CAF A/C	4776.71		4776.71	1615.96
Total	144695.69	0.00	144695.69	138751.36