

# **York Foodbank**

(Registered Charity Number: 1154149)

## **Trustees Annual Report & Financial Statements for the year ended 31 March 2023**

# **York Foodbank**

(Registered Charity Number: 1154149)

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# Trustees' Annual Report

From: 01 April 2022

To: 31 March 2023

Charity's full name York Foodbank

Registered Company number N/A

Registered Charity number 1154149

## Objectives and activities

### Summary of the purposes of the charity set out in its governing document

To relieve poverty, hardship or distress through the provision of food to people in need of emergency supplies in York and the surrounding area and by such other means as the trustees may determine.

### 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 collecting of donated food by members of the public, the training of care professionals in giving out emergency food vouchers, the supporting of local churches (Gateway Church, Living Word Church, York Community Church, York City Church, Vineyard Church, Clifton Parish and St Joseph's) who run Foodbank sessions where vouchers can be redeemed for three days' worth of food. We continued with a reduced emergency delivery service to ensure food provision for those who could not access Foodbank sessions, and the ongoing development of a Community Advice Service in partnership with Peasholme charity and Citizens Advice York to support Foodbank clients. York Foodbank continues to depend predominantly upon the work of a dedicated team of approximately 140 volunteers who give their time to help local people in need.

The trustees consider that they have complied with their duties to have due regard to the public benefit guidance published by the Charity Commission.

## 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.

This year our service and sessions saw an increase in demand associated with the Cost of Living Crisis. Across the '22-'23 financial year York Foodbank received and distributed 82,181kg of donated food with estimated total value of £194,768 (based on a standard Trussell Trust conversion value of £2.37/kg). Almost all of this was distributed to local people through the fulfilment of 3,428 vouchers representing 5,431 adults and 4,092 children (9,523 individuals in total). This represented a dramatic increase of 64.2% in vouchers fulfilled in comparison with financial year '21-'22, and 98.2% more than the last complete financial year which was unaffected by the Covid-19 Pandemic ('18-'19).



Our new Distribution Point at Clifton Moor Community Church completed a 6 month trial before relocating into St Joseph's Church Hall in the Kingsway North area of Clifton, closer to a known area of relative deprivation. We also opened a sixth Distribution Point location in partnership with Vineyard church on 6th September 2022, serving the south side of the city of York and ensuring a Foodbank opening in York for each day of the week covering Monday-Saturday. In December 2022, the new Vineyard opening would play a role in assisting newly arrived asylum seekers who were accommodated in a nearby hotel, and Vineyard were able combine to their foodbank opening with a drop in provision offered by Refugee Action York. York Foodbank continued to offer a Volunteer Collection ("Delivery") option to those unable to access these sessions for physical or mental health reasons, as recognised by our referral agency partners, delivering 304 packages.

A generous Financial Inclusion Grant provided by the Trussell Trust funded a substantial increase in the advice services delivered within York Foodbank Distribution Points. This ensured that the Community Advice Service delivered by Peasholme Charity could be expanded to 30 hours per week with their drop-in generalist advice service covering 4 Foodbank DP locations. The new service launched in July '22 and in the intervening period to the FYE Peasholme Charity reported supporting 299 people with 172 receiving intensive support, and 32 either prevented from becoming homeless or securing accommodation. Peasholme Charity's service also achieved 'expected' financial gains amounting to £79,783 for clients.

The same grant also facilitated the launch of a new complimentary advice service in July '22 amounting to 30 hours per week provided by Citizens Advice York, including 8 hours of appointment time per week located within 4 Foodbank DP locations (CAY over-delivered 12 hours/week of appointment time from October 2022 to the FYE). CAY reported that 234 people benefitted from appointments, and their interventions achieved a further £82,991 in 'expected' financial gains with £95,279 of client debt managed, including £73,161 in debt written off.

During the '22-'23 Financial Year our Taste and See Gift Card scheme afforded 7100 clients the dignity of purchasing £35,500 of food items of their choice from participating local shops (all Coop stores), giving them access to fresh and frozen food items which the Foodbank cannot provide directly. Suitable controls in place with the participating shops ensured that the provision was strictly for food items only. York Foodbank also contributed £12,720 to facilitate services for people in poverty, partnering with local churches running Christians Against Poverty services, and operated a Grant Fund initiative which distributed £72,204 to local charities and funded projects aligned with our charitable aims to alleviate poverty, hardship and distress. The objectives of these projects included developing long term resilience against the need for emergency food and providing access to relevant advice and support.

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#### **Review of the charity's financial position at the end of the period**

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York Foodbank continues to receive substantial public and corporate giving, notably with individual giving increasing substantially by 29% compared with 2021-22 in addition to the receipt of a substantial Trussell Trust Financial Inclusion grant. The outcome was to change a planned budget deficit for the year into a £120,084 increase in our unrestricted funds available at our FYE. This is in addition to us holding a 16,178kg of food stocks at the FYE (estimated value £38,341 based on £2.37/kg). As was the case in 2020-21, this means that York Foodbank will be able to develop a number of initiatives in accordance with our charitable objectives which will be included in next year's report.

**Statement explaining the policy for holding reserves stating why they are held**

The trustees of York Foodbank had previously set an aim to have at least 3 months running costs in reserve. However, due to the unknown nature of future demand, the trustees desire to maintain a reserve of the equivalent of around 12 months running costs. With allowances for inflation, increased energy costs and recent increases in Foodbank referrals, this total is currently estimated to be £150,000. A further £35,000 may be retained and ring-fenced to safeguard food stocks in the event of reduced food donations or an unexpected increase in need. York Foodbank reserves continue to exceed this total at the present time which will permit further consideration of initiatives which will provide long term benefit to local people experiencing poverty, hardship or distress in and around York, and/or emergency provisions which will offset the wider impact of the increased cost of living for Foodbank clients.

**Amount of reserves held**

Unrestricted reserves amount to £464,884

**Reasons for holding zero reserves**

None

**Funds materially in deficit**

None

**Explanation of any uncertainties about the charity continuing as a going concern**

None

<b>Structure, governance and management</b>
---------------------------------------------

**Description of the charity's trusts**

**Type of governing document  
(e.g. trust deed, royal charter)**

Trust Deed

**How the charity is constituted  
(e.g. unincorporated association, CIO)**

Charitable Trust

**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**

Current trustees vote on the election of trustees to the charity.  
We aim to have each of the six distributing churches represented  
on the board of trustees by at least one trustee.



**Reference and administration details**

Charity's full name York Foodbank

Other names the charity is known by None

Charity's principal address Unit 5, Bleriot Way  
Clifton Moor  
York

Postcode YO30 4WU

**Names of the 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)
Caleb Ellwood	Chair		
Peter Roderick	Treasurer		
Angela Moore			
James Topliss			
Helen Dumville			

**Name of chief executive or names of senior staff members**

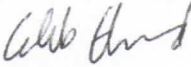
Adam Raffell (Foodbank Development Manager)

**Declaration**

The trustees declare that they have approved the Trustees Annual Report and Accounts

**Signed on behalf of the charity's trustees**

Signature  
Full Name  
Position  
Date

  
Caleb Ellwood  
Chair  
18/1/2024

## Independent examiner's report to the trustees of York Foodbank

I report on the accounts of: **York Foodbank**  
for the year ended: **31 March 2023** which are set out on pages 6 to 15.

### 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 Charity'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 giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- 2 the accounts do not accord with those records


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.



**Jeff Todd (FCA)**

Outsource independent examination  
services

The Hiscox Building  
Peaseholme Green  
York YO1 7PR



**Date:**

# York Foodbank

(Registered Charity Number: 1154149)

## Statement of Financial Activities for the year 31 March 2023

	Note	Unrestricted funds	Restricted funds	Total 2023	Total 2022
		£	£	£	£
<b>Income from:</b>					
Grants and donations	3.1	310,811	62,750	373,561	200,048
Interest	3.2	1,917	-	1,917	776
<b>Total income</b>	<b>3</b>	<b>312,728</b>	<b>62,750</b>	<b>375,478</b>	<b>200,824</b>
<b>Expenditure on:</b>					
Charitable activities	4.1	217,931	54,205	272,136	221,198
<b>Total expenditure</b>	<b>4</b>	<b>217,931</b>	<b>54,205</b>	<b>272,136</b>	<b>221,198</b>
<b>Net income</b>		<b>94,797</b>	<b>8,545</b>	<b>103,342</b>	<b>(20,374 )</b>
<b>Gross transfers between funds</b>		-	-	-	-
<b>Net movement in funds</b>		<b>94,797</b>	<b>8,545</b>	<b>103,342</b>	<b>(20,374 )</b>
<b>Total funds brought forward</b>		<b>370,087</b>	<b>206</b>	<b>370,293</b>	<b>390,667</b>
<b>Total funds carried forward</b>		<b>464,884</b>	<b>8,751</b>	<b>473,635</b>	<b>370,293</b>

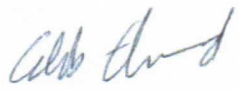



**York Foodbank**  
(Registered Charity Number: 1154149)

**Balance Sheet as at: 31 March 2023**

	Note	2023	2022
<b>Fixed Assets</b>	<b>7</b>	<b>10,203</b>	<b>13,886</b>
<b>Current Assets</b>			
Debtors & prepayments	8	5,048	4,832
Cash at bank and in hand	9	473,753	352,405
<b>Total Current Assets</b>		<b>478,801</b>	<b>357,237</b>
<b>Current Liabilities: Amounts falling due within one year</b>			
Creditors and accruals	10	(15,369 )	(830 )
<b>Net Current Assets</b>		<b>463,432</b>	<b>356,407</b>
<b>Net Assets</b>		<b>473,635</b>	<b>370,293</b>
<b>Funds of the Charity</b>			
Unrestricted Funds (General)	11	464,884	370,087
Restricted Funds	11	8,751	206
<b>Total Funds 11 &amp; 12</b>		<b>473,635</b>	<b>370,293</b>

The financial statements were approved by the trustees and signed on their behalf by:

Trustee   ELWOOD  
Date 18/1/2024

# York Foodbank

Notes to the accounts for the year ended:

31 March 2023

## 1 Basis of preparation

### 1.1 Basis of accounting

The financial statements are prepared under the historical cost convention and the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (Charities SORP (FRS 102)) and with the Charities Act 2011.

### 1.2 Change to previous accounts

The prior year accounts have been restated to transition from receipts and payments to accruals accounts format. This is due to the income of the charity breaching £250,000 in the current financial year such that accruals accounting became mandated for the charity.

## 2 Accounting policies

### Income and endowments

#### Recognition of income

Income is recognised in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources;
- receipt is probable; and
- the monetary value can be measured with sufficient reliability.

#### Income with related expenditure

Where income has related expenditure, the income and related expenditure are reported gross in the SoFA.

#### Grants and donations

Grants and donations are only included in the SoFA when the charity has evidence of entitlement to the resources and receipt is probable.

#### Volunteer help

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

### Expenditure and Liabilities

#### Expenditure

##### Charitable activities

Charitable activities expenditure comprises those costs incurred by the charity in the delivery of its activities and services. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

##### Liability recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

## Assets

### Tangible fixed assets for use by the charity

These are capitalised if they can be used for more than one year and cost at least £100. They are valued at cost or, if gifted, at the value to the charity on receipt, less depreciation.

Depreciation is provided at rates to write off the costs less estimated residual value of each asset over its expected useful life as follows:

Vehicles	5 years	Straight line basis
IT & office equipment	5 years	Straight line basis

### Fund accounting

Unrestricted funds are funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are funds which can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor.

## York Foodbank

Notes to the accounts for the year ended: 31 March 2023

3 Income	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
<b>3.1 Grants and donations</b>						
Grants	-	56,750	56,750	-	1,000	1,000
Individual donations	222,197	-	222,197	171,129	-	171,129
Suoermarket top up	8,482	-	8,482	2,594	-	2,594
Church donations	8,900	-	8,900	4,158	-	4,158
Organisation donations	71,232	6,000	77,232	18,646	-	18,646
Gift Aid	-	-	-	2,521	-	2,521
	<b>310,811</b>	<b>62,750</b>	<b>373,561</b>	<b>199,048</b>	<b>1,000</b>	<b>200,048</b>
<b>3.2 Investment income</b>						
Bank interest	1,917	-	1,917	776	-	776
	<b>1,917</b>	<b>-</b>	<b>1,917</b>	<b>776</b>	<b>-</b>	<b>776</b>
<b>Total income</b>	<b>312,728</b>	<b>62,750</b>	<b>375,478</b>	<b>199,824</b>	<b>1,000</b>	<b>200,824</b>



## York Foodbank

Notes to the accounts for the year ended: 31 March 2023

4 Expenditure	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
<b>4.1 Charitable activities</b>						
Staff salaries & pension costs	40,164	-	40,164	37,044	-	37,044
Staff training & other costs	1,319	-	1,319	74	-	74
Grant scheme	72,204	-	72,204	96,845	-	96,845
Financial Inclusion scheme	-	43,205	43,205	-	-	-
Winter heating scheme	4	5,000	5,004	-	-	-
Taste & See	31,710	6,000	37,710	17,389	1,000	18,389
Warehouse costs	30,612	-	30,612	23,630	-	23,630
CAP Services	12,720	-	12,720	-	-	-
Session advisor	9,158	-	9,158	28,828	-	28,828
Van maintenance & other costs	2,583	-	2,583	4,601	-	4,601
Office costs	3,068	-	3,068	2,175	-	2,175
Client expenses	1,005	-	1,005	637	-	637
Client hospitality	1,918	-	1,918	-	-	-
Franchise/membership fees	169	-	169	489	-	489
Insurance	453	-	453	625	-	625
Volunteer expenses	937	-	937	826	-	826
Independent examination	600	-	600	500	-	500
Food supplies	275	-	275	-	-	-
Distribution point costs	5,349	-	5,349	2,334	-	2,334
Advertising & promotion	-	-	-	431	-	431
Other costs	-	-	-	87	-	87
Depreciation	3,683	-	3,683	3,683	-	3,683
<b>Total expenditure</b>	<b>217,931</b>	<b>54,205</b>	<b>272,136</b>	<b>220,198</b>	<b>1,000</b>	<b>221,198</b>

## York Foodbank

Notes to the accounts for the year ended: 31 March 2023

### 5 Trustee expenses & examination fees

#### 5.1 Trustee expenses

No expenses were paid to trustees in the year.

	2023	2022
	£	£
<b>5.2 Fees for examination of the accounts</b>		
Independent Examiner's fees for reporting on the accounts	600	400
Other fees paid to the Independent Examiner	-	-

### 6 Staff costs and emoluments

	2023	2022
	£	£
Gross wages, salaries and benefits in kind	38,579	35,656
Employers National Insurance	389	300
Employers pension	1,196	1,088
	<b>40,164</b>	<b>37,044</b>
Average number of employees	<b>1.4</b>	<b>1.0</b>

### 7 Tangible fixed assets

	Vehicles £	IT & Office Equipment £	Total 2023	Total 2022
<b>7.1 Cost or valuation</b>				
Balance b/fwd	15,865	2,549	18,414	18,414
Additions	-	-	-	-
<b>Balance c/fwd</b>	<b>15,865</b>	<b>2,549</b>	<b>18,414</b>	<b>18,414</b>
<b>7.2 Depreciation</b>				
Balance b/fwd	3,966	562	4,528	845
Charge for year	3,173	510	3,683	3,683
<b>Balance c/fwd</b>	<b>7,139</b>	<b>1,072</b>	<b>8,211</b>	<b>4,528</b>
<b>7.3 Net book value</b>				
Brought forward	11,899	1,987	13,886	17,569
<b>Carried forward</b>	<b>8,726</b>	<b>1,477</b>	<b>10,203</b>	<b>13,886</b>

## 8 Debtors and prepayments

	2023	2022
Amounts falling due within one year	£	£
Prepayments and accrued income	5,048	4,832
	<u>5,048</u>	<u>4,832</u>

## 9 Cash at bank and in hand

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Current bank account	294,952	8,751	303,703	183,581
Savings accounts	169,860	-	169,860	168,585
Cash	190	-	190	239
	<u>465,002</u>	<u>8,751</u>	<u>473,753</u>	<u>352,405</u>

## 10 Creditors and accruals

	2023	2022
Amounts falling due within one year	£	£
Financial inclusion	14,412	-
Accruals and deferred income	957	830
	<u>15,369</u>	<u>830</u>

## 11 Movement of funds

### 11.1 Details of Funds Held

#### Unrestricted Funds (General)

The General fund is unrestricted and available for general purposes.

#### Restricted Funds

The restricted funds are only available for the purposes specified for each fund, which are:

##### Trussell Trust Financial Inclusion

To provide advice services delivered within York Foodbank Distribution Points

##### Trussell Trust Winter Expenses

To provide heating in the distribution points

##### Rothwell Group

Donations to be used for Taste and See fully utilised in the year

##### Eat Well Spend Less

To run a cookery and budgeting course

## 11.2 Movement of major funds

### 2023

Fund Name	Balance b/fwd	Income	Expenditure	Transfers	Balance c/fwd
<b>Unrestricted Funds (General)</b>					
General funds	370,087	312,728	217,931	-	464,884
	<u>370,087</u>	<u>312,728</u>	<u>217,931</u>	<u>-</u>	<u>464,884</u>
<b>Restricted</b>					
TT Financial Inclusion	-	51,750	43,205	-	8,545
TT Winter	-	5,000	5,000	-	-
Rothwell	-	6,000	6,000	-	-
Eat Well					
Spend Less	206	-	-	-	206
	<u>206</u>	<u>62,750</u>	<u>54,205</u>	<u>-</u>	<u>8,751</u>
<b>Total Funds</b>	<b><u>370,293</u></b>	<b><u>375,478</u></b>	<b><u>272,136</u></b>	<b><u>-</u></b>	<b><u>473,635</u></b>

### 2022

Fund Name	Balance b/fwd	Income	Expenditure	Transfers	Balance c/fwd
<b>Unrestricted Funds (General)</b>					
General funds	390,461	199,824	220,198	-	370,087
	<u>390,461</u>	<u>199,824</u>	<u>220,198</u>	<u>-</u>	<u>370,087</u>
<b>Restricted</b>					
Sainsbury's	-	1,000	1,000	-	-
Eat Well					
Spend Less	206	-	-	-	206
	<u>206</u>	<u>1,000</u>	<u>1,000</u>	<u>-</u>	<u>206</u>
<b>Total Funds</b>	<b><u>390,667</u></b>	<b><u>200,824</u></b>	<b><u>221,198</u></b>	<b><u>-</u></b>	<b><u>370,293</u></b>



## 12 Net assets between funds

<b>2023</b>	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total 2023</b>
<b>At 31st March 2023</b>	<b>£</b>	<b>£</b>	<b>£</b>
Fixed assets	10,203	-	10,203
Current assets	470,050	8,751	478,801
Current liabilities	(15,369 )	-	(15,369 )
	<b>464,884</b>	<b>8,751</b>	<b>473,635</b>
<b>2022</b>	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total 2022</b>
<b>At 31st March 2022</b>	<b>£</b>	<b>£</b>	<b>£</b>
Fixed assets	13,886	-	13,886
Current assets	357,031	206	357,237
Current liabilities	(830 )	-	(830 )
	<b>370,087</b>	<b>206</b>	<b>370,293</b>

## 13 Related party transactions

There were no related party transactions which require disclosure during this or the previous financial year.