



HARROW FOODBANK

REGISTERED CHARITY NUMBER: 1154292

**REPORT OF THE TRUSTEES AND FINANCIAL
STATEMENTS FOR THE YEAR ENDED
31 MARCH 2023**

HARROW FOODBANK

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HARROW FOODBANK

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

The Trustees present their report with the financial statements of the Harrow Foodbank for the year ended 31 March 2023. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Charity Name

Harrow Foodbank

Registered Charity number

1154292 (England and Wales)

Registered office

Harrow Foodbank Centre
Unit H2, Phoenix Business Centre
Rosslyn Crescent
Harrow
HA1 2SP

Charity Trustees

Brendan Timlin	Joint Chair	From 03 Jun 23
Rob Ogundere	Joint Chair	From 15 Jun 23
Nahid Boethe		From 16 Jun 23
Lara Waywell		From 03 Nov 21
Rachelle Goldberg		From 08 Dec 21

Independent Examiner

Mr. Stuart Cawthorne
12 Montgomery Road
Edgware
Middlesex
HA8 6NT

Bank

Lloyds Bank Plc
286-288 Station Road
Harrow
HA1 2EB



REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

1. STRUCTURE, GOVERNANCE AND MANAGEMENT

1.1 Governing document

Harrow Foodbank is a Charitable Incorporated Organisation whose only voting members are its charity trustees. The trustees adopted a constitution on 9 September 2013 in accordance with the "foundation model" published by the Charity Commission. The Harrow Foodbank achieved registered charitable status on 21 October 2013 and its registered charity number is 1154292.

1.2 Trustee selection and management

The charity is managed by a board of trustees selected because they strongly endorse the charitable objectives of the organisation and support its Christian ethos. When selecting trustees, the charity aims to ensure there is a broad range of relevant skills, while also aiming to reflect a geographical spread across Harrow, particularly the areas of deprivation in Harrow.

Trustees are appointed after interviews with existing trustees and formal visits to the organisation, to ensure they understand its vision and values. The Trustees meet half termly (every 6 weeks) to review performance and monitor the achievement of objectives.

1.3 Related Organisations

The Harrow Foodbank is affiliated to the Trussell Trust - we are part of a nationwide network of foodbanks, supported by The Trussell Trust, working to combat poverty and hunger across the UK.

The Trussell Trust support a UK-wide network of more than 1,300 food bank centres and together we provide emergency food and support to people locked in poverty in the UK, providing a minimum of three days' emergency food and support to people in crisis.

1.4 Management of risk

The Trustees have adopted a range of policy documents that are intended to manage and minimise risk. These include policies covering Health & Safety, Safeguarding, Lone Workers and Data Protection.

The Trussell Trust carries out a annual / biannual Governance Health Check to ensure that everything meets its recommended standards.

2. OBJECTIVES, AIMS AND ACTIVITIES

2.1 Charitable Objectives

The Harrow Foodbank has as its objective the prevention or relief of poverty in Harrow and surrounding areas in particular, but not exclusively, by providing emergency food supplies to individuals in need and to charities or other organisations working to prevent or relieve poverty.

2.2 Aims

Our aims are to alleviate poverty through the provision of food parcels to those in crisis, in partnership with local care agencies who refer clients in crisis to us. By signposting people to care agencies, advice services and other support agencies we aim to seek



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resolutions to their immediate crisis, which is causing their need to use the Foodbank. Anyone in need can be referred to the Foodbank, regardless of race or creed.

2.3 Objectives for the year

This was our 10th year of operation. Our key objectives remain to always be in a position to be able to provide emergency food and support for people in crisis in Harrow and surrounding areas.

In order to continue our operation our key objectives include ensuring that we have sufficient funds for the running costs of the charity, including: rent, salaries, insurance, van running costs, utility bills and other operating costs. Moreover, ensuring that we have sufficient resources and volunteers to help run the charity.

Further objectives alongside the above include: continuously developing and implementing robust processes for food distribution and redistribution and increasing organisational sustainability.

2.4 Strategies for achieving the objectives.

1. Distribute food to meet increasing demand

Our aim is to distribute food to people facing hardship throughout the cost-of-living crisis and alleviate food poverty. We work with over 200 referral agencies, including: charities, churches, and community groups, statutory and voluntary agencies. Our Voucher Partners identify people in crisis and issue them with a foodbank voucher.

2. Developing our signposting service - Advice First Aid (AFA) training

Citizens Advice Harrow is delivering Advice First Aid (AFA) training to our distribution centre volunteers to help them to identify the root cause of the crisis bringing our clients to the foodbank. They will be trained to identify the problem, provide initial, basic help and also know when, and how, to signpost them.

Further, the training delivered by Citizens Advice to foodbank volunteers cover an overview of benefits, introduction to Debt, Housing, Immigration and Cost Of Living support. It will equip volunteers to pinpoint issues, provide accurate signposting and know when to refer to specialist advisors. In this way the foodbank will hear and represent the views and needs of people who are not usually represented.

3. The Harrow Foodbank would like to help its local community further by setting up a Community Fridge.

We currently collect surplus perishable food from various supermarkets, including Waitrose and a local bakery. Our borough is in a region which has very few community fridges. Our community fridge will make freely available to the Harrow community the surplus food we collect from our supermarket donors that would otherwise be wasted. Community fridges are a tried and tested way of reducing the environmental impact of food waste.

4. Recruit more Trustees.

2.5 How the Foodbank works.

- The Foodbank works with frontline professionals to identify people who need

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support and give them a food bank voucher. These professionals include local agencies like citizens advice and other advice centres, schools and children's centres, GP surgeries, housing associations, and mental health teams, who are best placed to assess need.

- Food donations of non-perishable food are donated at local supermarkets, in our permanent collection points. Donations are also dropped off by donors at our warehouse.
- These donations are checked for "use by" dates, weighed and sorted by food type and stored in the warehouse.
- Clients in food crisis are issued with a Harrow Foodbank voucher by a recognised Voucher Partner.
- Our clients (Harrow residents who have found themselves, through no fault of their own, on hard times) bring their voucher to one of our distribution centres, where it is redeemed for an emergency food parcel.
- The contents of emergency food parcels are selected using guidelines that aim to give clients a nutritionally balanced diet, providing sufficient food for 3 days.

2.6 Public Benefit

The trustees confirm that they have referred to the guidance contained in the Charities Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities.

3. ACHIEVEMENTS AND PERFORMANCE

3.1 Summary of the year's activities to 31st March 2023

The cost-of-living crisis has affected Harrow foodbank, with need for emergency food parcels ever-increasing. Need has increased to a record level up to 65% from Apr 2022 to Mar 2023. The cost-of-living crisis is hitting everyone's income, with around a third of adults finding it difficult to afford paying their rent or mortgage.

In 2022-23 we received 95.40 tonnes of food compared to in 2021-22 when we received 88.85 tonnes of food, an increase of 6.5 tonnes on the previous year; we distributed 78.34 tonnes of food and 86.41 tonnes of food respectively, a decrease of 8 tonnes. We distributed 5863 emergency food parcels to people locally (3839 parcels in 2021-22), of which 2469 were to local children (1514 to local children). Additionally, we redistributed over 20 tonnes of surplus food to other Foodbanks in the Trussell Trust network in London (over 46 tonnes in the previous year).

Our partnerships with other charities mean that if we have a surplus, it is put to good use rather than going out of date and / or going to waste. It means that we have been able to help communities in surrounding areas too, by redistributing surplus food that cannot be distributed at our distribution centres to other foodbanks experiencing shortages in the Trussell Trust network in London and /or to other charities.

Financially, through working with our partner churches, faith groups and schools, corporate and individual donors, and with a number of successful grant applications, we have improved the levels of funding and support year on year and built on a longer-term financial security.

Since 2020 we've had a reduced pool of volunteers, with just over 25 volunteers. Our local relationships remain strong; we work with a number of partner organisations



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including the Citizens Advice Bureau, GP surgeries, various Harrow Council departments, schools and diverse faith organisations.

All these activities were possible because of the generosity and continued support from individuals and groups giving food and monetary donations, and our volunteers' hard work. The support from donors and volunteers has been incredible and admirable. We are fortunate to have a warehouse with a large storage capacity, and with office space. We renewed the lease in May 2023 for a further three years at an increased rent (11.11%).

3.2 Voucher Partners

At the end of March 2023, we had 247 active Voucher Partners and between them they issued 2271 (1628 at y/e March 2022) vouchers which were fulfilled, that were exchanged for food at one of the four Harrow Foodbank Distribution Centres.

Voucher Partners / Referral Agencies

Sector	Number
Charity	54
Church	15
Community group	73
Other	2
Statutory agency	85
Voluntary agency	18
Total	247

The Voucher Partners identify people in crisis and issue them with a foodbank voucher in order to provide them with emergency food. People bring their vouchers to redeem them for food at one of our distribution centres.

3.3 Recipients of food

For the financial year ending on 31 March 2023, we provided 5863 parcels of emergency food. Figure 1 provides an analysis of the crises that prompted their use of the Harrow Foodbank, as extracted from information completed on redeemed vouchers.

Reason for issuing vouchers.



REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

Reasons for referral	No. of vouchers fulfilled	No. of parcels distributed to		
		Adults	Children	Total
Benefit Changes	114	164 (52.4%)	149 (47.6%)	313
Benefit Delays	174	246 (54.91%)	202 (45.09%)	448
Child Holiday Meals	2	3 (33.33%)	6 (66.67%)	9
Debt	115	165 (57.29%)	123 (42.71%)	288
Delayed Wages	4	6 (66.67%)	3 (33.33%)	9
Domestic Violence	20	30 (50%)	30 (50%)	60
Homeless	57	73 (77.66%)	21 (22.34%)	94
Low Income	1276	1990 (58.72%)	1399 (41.28%)	3389
No recourse to public funds	239	335 (53.01%)	297 (46.99%)	632
Other	179	258 (61.43%)	162 (38.57%)	420
Refused STBA	1	1 (33.33%)	2 (66.67%)	3
Sickness	90	123 (62.12%)	75 (37.88%)	198

3.4 Food donated.

The non-perishable food donated to Harrow Foodbank comes predominately from individuals, local businesses and corporate companies, other local organisations, schools and churches, directly to our warehouse, and from shoppers donating in our local supermarkets' permanent collection points at:

1. Tesco Superstore Station Road
2. Tesco Superstore Pinner
3. Waitrose Harrow Weald
4. Waitrose South Harrow
5. Asda South Ruislip
6. Sainsbury's Stanmore
7. Aldi South Harrow

and from food collection drives held periodically throughout the year at supermarkets: Tesco, and occasionally Asda.



REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

We are grateful for continued support from all our donors.

Stock IN

Stock in type	Stock in (kg)	Stock in (% of total)
Donations from donors - Charities	523.4	0.55%
Donations from donors - Churches	10012.74	10.5%
Donations from donors - Community groups	2337.05	2.45%
Donations from donors - Corporates	753.8	0.79%
Donations from donors - Educations	3816.35	4.0%
Donations from donors - Individual(s)	5655.53	5.93%
Donations from donors - Other bulk food distributors	11795.71	12.36%
Donations from donors - Supermarkets	60405.8	63.32%
Purchased	98.0	0.1%
Total	95398.38	100%

3.5 Communication and promotion

PR activity and events

We continue to operate a full programme of awareness raising with our referral agencies and other groups.

Website and newsletters

The website covers general information and details on how the foodbank works, including the locations of our distribution centres and sessions, as well as any agreed closure periods over Easter, Christmas & New Year.

Additionally we benefit from some of Trussell Trust's national PR activity and generation of news.

3.6 Fundraising activity

In 2022/23 we continued to benefit from our grant applications, and from financial donations received from donors, and from money collected at our Tesco food



REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

Collections.

3.7 Service offering

In 2022/23 we continued our policy of ensuring that volunteers were signposting other local services (e.g., Citizens Advice, debt management coaching) as appropriate.

3.10. Volunteers

We are fortunate to have a dedicated team of volunteers - from Trustees to warehouse teams; foodbank centres teams, supermarket collections teams, delivery teams, and admin assisting in the office. Without their effort and hard work, we would not be able to function and deliver the project as successfully. Our volunteers are the driving force behind our activities at the Harrow Foodbank.

The Trustees are enormously grateful for the commitment of the volunteers and the expertise that they have brought to the organisation.

4. FINANCIAL REVIEW

4.1 Principal funding sources

Funding for the Harrow Foodbank has come from voluntary financial donations and successful grant applications.

'Give as you Live' has proved to be a great platform for our donors to donate money more easily and efficiently. Harrow Foodbank is very grateful for the incredibly generous, continued, and vital financial support received from the many organisations and individuals donors during the year.

In addition, Tesco generously tops up customer food donations, by making a financial contribution equivalent to 20%, of the value of the food donated by their customers in their stores. Waitrose and Asda also provide periodic top up grants relating to weights of food reported. Harrow Foodbank greatly appreciates this extra financial support.

4.2 How expenditure has supported the key objectives of the charity.

The expenditure incurred by the Harrow Foodbank has been necessary to operate the Foodbank.

4.3 Investment policy and objectives

Reserves are placed with the Charities' Official Investment Fund (COIF) deposit fund, where they earn interest whilst not required immediately to cover expenditure.

5. FUTURE DEVELOPMENTS

5.1 Communications

In 2022/23 we continued to focus on targeting schools, churches and interest groups. We will continue to raise awareness of the importance of foodbanks for people experiencing a food crisis. We will continue to encourage donations from the local community as well as continue to work with voucher partners to ensure that clients in need of our service have access to it.



REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

5.2. Fundraising

For 2022/23 we continue to focus on fundraising, in particular to bidding for corporate or charitable grants for new projects. The Foodbank aspires towards building up reserves that equate to up to three years of projected expenditure, and major operating costs, to ensure the continuous running of the Foodbank for the medium term.

6. ACKNOWLEDGEMENTS

- 6.1.** A large partnership of churches and other groups worked together to develop Harrow Foodbank and with their ongoing support we have continued to deliver the project successfully.
- 6.2.** This report has detailed the successful running of the Harrow Foodbank during its tenth financial reporting year. The Harrow Foodbank has become a mature and stable charity. We are indebted to our volunteers', past and present, for the day-to-day running of the Foodbank, thank you. We are also indebted to the many individual donors, faith groups and other organisations that have organised events and appeals which have generated much of the income recorded in these pages. The Trustees are extremely grateful to everyone in the local community who has provided support and encouragement to this project.



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
Harrow Foodbank

**On accounts for the year
ended**

31st March 2023

**Charity no
(if any)**

1154292

Set out on pages

(remember to include the page numbers of additional sheets)

**Responsibilities and
basis of report**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2023.

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.

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

Signed: Stuart Cawthorne

Date: 31 January 2024

Name: Stuart Cawthorne

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

Address: 12 Montgomery Road, Edgware, Middx, HA8 6NT

HARROW FOODBANK (Charity Number 1154292)

Annual Accounts for the Year Ended 31 March 2023

Statement of Financial Activities

		Unrestricted Funds	Restricted Funds	Total 2023		Unrestricted Funds	Restricted Funds	Total 2022
		£	£	£		£	£	£
Incoming resources								
Voluntary income								
Donations and any related gift aid claimed	Note 2	116,275		116,275		85,074		85,074
Grants	Note 3	4,225		4,225		-	16,250	16,250
Activities for generating funds								
Fundraising events		-		-		-		-
Investment income		2,010		2,010		36		36
Incoming resources before donated goods		122,510	-	122,510		85,110	16,250	101,360
Donated goods	Note 4	-		-		204,796		204,796
Total incoming resources		122,510	-	122,510		289,906	16,250	306,156
Resources expended								
Salaries and National Insurance		36,855		36,855		23,941	13,000	36,941
Warehouse rent & service charges		25,498		25,498		23,844		23,844
Waste collection		1,148		1,148		1,257		1,257
Rates		- 4,288	-	4,288		4,288		4,288
Sundries		521	-	521		843	-	843
Publicity and signage		-		-		152		152
Printing and stationery		1,627	-	1,627		597	-	597
Telephones		1,697		1,697		1,518		1,518
Transport		570	-	570		551	-	551
Insurance		3,392		3,392		4,425		4,425
Pest control charges		216		216		-		-
Small equipment & consumables		1,376		1,376		1,210		1,210
Bank charges		-		-		-		-
Other expenditure		5		5		74		74
Depreciation	Note 5	2,484		2,484		3,105		3,105
Resources expended before cost of distributed food		71,101	-	71,101		65,805	13,000	78,805
Food distributed		-		-		204,796	-	204,796
Total resources expended		71,101	-	71,101		270,601	13,000	283,601
Net incoming resources before other recognised gains/(losses)		51,409	-	51,409		19,305	3,250	22,555
Transfer between funds				-				-
Net movement in funds		51,409	-	51,409		19,305	3,250	22,555
Reconciliation of Funds								
Total funds brought forward		174,953	4,665	179,618		155,648	1,415	157,063
Total funds carried forward		226,362	4,665	231,027		174,953	4,665	179,618

HARROW FOODBANK (Charity Number 1154292)

Annual Accounts for the Year ended 31 March 2023

Balance Sheet as at

		31.3.2023	31.03.2022
		£	£
Fixed assets			
Tangible assets	Note 5	9,934	12,418
Current assets			
Stock and work in progress			
Debtors	Note 6	3,000	3,000
(Short term) investments		135,000	85,000
Cash at bank and in hand		83,093	79,200
Total current assets		221,093	167,200
Liabilities			
Creditors: amounts falling due within one year	Note 7	0	0
Net current assets		221,093	167,200
Net assets		231,027	179,618
Funds of the charity			
Unrestricted funds	Note 8	226,362	174,953
Restricted income funds	Note 8	4,665	4,665
Total funds		231,027	179,618

HARROW FOODBANK (Charity Number 1154292)

Annual Accounts for the Year Ended 31 March 2023

Notes to the Accounts

1 Accounting Policies

Accounting convention

The financial statements have been prepared under the historical cost convention, in accordance with the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

Voluntary income including donations, gifts and grants that provide core funding or are of general nature are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability. Such income is only deferred when

- the donor specifies that the grant or donation must only be used in future accounting periods; or
- the donor has imposed conditions which must be met before the charity has unconditional entitlement;
- Gift Aid tax recovery is recognised when received.

Volunteers and donated goods and services

The value of services provided by volunteers is not incorporated into these financial statements.

Where goods or services are provided to the charity as a donation that would normally be purchased from suppliers, these contributions are included in the financial statements as an estimate based on the value of the contribution.

Goods donated and held as stock for distribution by the foodbank are recognised as incoming resources within voluntary income only when distributed, with an equivalent amount being included as resources expended.

Resources expended

Expenditure is recognised when a liability is incurred.

Charitable activities include expenditure associated with providing services to the charity's beneficiaries and include both the direct costs and support costs relating to those activities.

Harrow Foodbank is not VAT registered and any VAT incurred on its expenditure is included in the resources expended.

Tangible fixed assets

Depreciation has been provided at the following annual rates in order to write off each asset over its estimated useful life. Capital expenditure less than £2000.00 is written off in the year of acquisition.

Fixtures and Fittings & Equipment	20% on a straight line basis
Motor Vehicles	20% Reducing balance Basis

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity.

Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

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HARROW FOODBANK (Charity Number 1154292)

Annual Accounts for the Year Ended 31 March 2023

Notes to the Accounts

2	VOLUNTARY INCOME - DONATIONS					
			Total 2023	Total 2022		
			£			
	Donations from individuals		12,293	21,427		
	Donations from churches and other faith groups		9,314	4,482		
	Donations from schools		1,057	616		
	Donations at supermarket collections		-	-		
	Donations Via give as you live		64,027	36,094		
	Corporate donations		29,585	22,454		
			116,275	85,074		
3	VOLUNTARY INCOME - GRANTS					
		Unrestricted Funds	Restricted Funds	Total 2023		Total 2022
		£	£	£		£
	City Bridge Trust			-		16,250.00
	Waste & Reso wrap			-		
	6 Crowne			-		
	Trussell trust			-		
	Harrow Giving Covid Grant			-		
		-	-	-		16,250.00
4	DONATED GOODS					
		Total 2022/23		Total 2021/22		
		£		£		
	Value of donated food distributed			204,796		
	Donated Furniture and Equipment					
		-		204,796		
5	FIXED ASSETS					
		Fixtures, fittings and equipment	Motor vehicle	Total 2022/23		
		£		£		
	Cost at 1/4/2022	6,067	19,404	25,471		
	Additions during the year	0	0	0		
	Cost at 31 March 2023	£6,067	£19,404	£25,471		
	Depreciation					
	Accumulated Depreciation 1/4/2022	6,067	6,986	13,053		
	Charge for year		2,484	2,484		
	Accumulated Depreciation 31/3/2022	£6,067	£9,470	£15,537		
	Net Book value 31/3/2022	£0	£12,418	£12,418		
	Net Book value 31/3/2023	£0	£9,934	£9,934		
6	DEBTORS	2022/23		2021/22		
		£		£		
	Rent Deposit	3,000		3,000		
	Rent in advance	-				
	Total	3,000		3,000		
7	CREDITORS	Creditors 2022/23		Creditors 2021/22		
		£		£		
	Total	-		-		
8	RESERVES					
		Balances brought forward	Transfers	Incoming resources	Resources expended	Balances carried forward
		£	£	£	£	£
	Unrestricted Funds					
	Designated for warehouse works					0
	Unrestricted	174,953		122,510	-71,101	226,362
		174,953	0	122,510	-71,101	226,362
	Restricted Funds					
	Grants for specified purposes	4,665	14	0	0	4,665
	Total	179,618	0	122,510	-71,101	231,027