



Basingstoke Foodbank

TRUSTEES' ANNUAL REPORT YEAR ENDED 30th SEPTEMBER 2021



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1. REFERENCE & ADMINISTRATIVE DETAILS

Trustees

Paul Goss	Appointed 12/08/21
Jeanne Hiscock	Re-appointed 14/12/2019...1 st Appointed 15/12/2016
Andrew Macqueen	Re-appointed 13/08/2021...1 st Appointed 14/08/2018
Patrick Murphy (Treasurer)	Appointed 21/02/2019
Phil Thomas (Chair)	Re-appointed 23/04/2019...1 st Appointed 24/04/2016
Pete Vallance	Re-appointed 01/09/2019...1 st Appointed 03/09/2013
Adrian Webb	Re-appointed 19/10/2019...1 st Appointed 20/10/2016

Operations & Development Manager

Mrs Paula Vallance

Registered Charity number

1154319

Principal place of business

Units 63 & 64
Tempus Business Centre
Kingsclere Road
Basingstoke
RG21 6XG



Bankers

NatWest Bank PLC
Old Market Square
3 London Street
Basingstoke
RG21 7NS

2. STRUCTURE, GOVERNANCE & MANAGEMENT

2.1 Governing document

Basingstoke Foodbank is a Charitable Incorporated Organisation (CIO), whose only voting members are its Trustees. The Trustees adopted a constitution on 30th July 2013 in accordance with the 'Foundation Model' published by the Charity Commission in England and Wales. Basingstoke Foodbank achieved registered charitable status on 23rd October 2013 and its registered charity number is 1154319.

2.2 Trustees

The Foodbank 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 range of relevant skills and that Trustees reflect the range of Church denominations that support the charity.

The Trustees manage the affairs of the Foodbank and for that purpose, exercise all the powers of the CIO.

The Trustees are responsible for vision, strategic direction, financial health, regulatory conformance, and general well-being of the Foodbank.

The Trustees aim to meet every 2 months to review performance and monitor the achievement of objectives. The Treasurer presents financial monitoring statements to the trustees at end of each month including a report of the Foodbank's receipts and payments for the month and year to date, together with an updated cash flow forecast for the immediate ensuing periods.

2.3 Related Organisations

Basingstoke Foodbank is an independent social franchise partner of the Trussell Trust network, the largest foodbank network in the United Kingdom and which has its headquarters in Salisbury Wiltshire. Along with more than 440 other foodbanks in the UK, the Basingstoke Foodbank adheres to the policies and procedures developed by the Trussell Trust as set out in the Trust's operations manual. The Foodbank renewed its franchise arrangement with Trussell Trust for another 3 years in March 2021

2.4 Management Structure

In addition to Trustees, the Foodbank employs a Development and Operations Manager who manages a team of volunteers.

Through the pandemic we have identified part time volunteers to oversee various operational weekly activities; they visit the Head Office and Warehouse in our Tempus Business Centre offering variable hours to cover their roles.

These comprise:

- Assistant Operations Manager
- 6 x Voucher administrators
- A caller team, agency partnership and signposting co-ordinator
- Schools' activities co-ordinator
- Warehouse Manager for stock and warehouse activities
- Environmental Health issues and Pest Control for the Warehouse
- Co-ordinator of the deliveries & collections team.
- Volunteer responsible for weekly fresh fruit & veg items; both purchased and donated.
- Social media (Facebook)
- 12 Volunteer Centre Managers have run 6 new Foodbank Centres since 19th July 2021.

The Operations & Development Manager, supported by the Assistant Operations Manager, shares out responsibilities for:

- Oversight of the general running and administration of the Foodbank,
- Recruitment of new volunteers and co-ordination of the activities of the operations team.
- Community networking and building partnerships with agencies and other local charities.
- Communications between the operations team, volunteers and trustees
- Initiating and establishing new ways of working, and enhanced activities fitting with the vision and objectives of the Foodbank that would provide relevant support for those experiencing food poverty.
- Co-ordination of events and training.
- Strategic planning; this year particularly in running the pandemic delivery model, and planning a return to a centres model commencing July 2021

2.5 Guiding principles

The Trustees have adopted and documented a range of policies and risk assessments for:

Policies:

- Safeguarding,
- Lone working,
- Complaint handling,
- Data protection,

- Health & Safety,
- Equal Opportunities

Risk Assessments:

- Warehouse related risk assessments & procedures for:
 - Manual handling, Working at height,
 - Hazardous substances, Slips & Trips,
- Environmental Health & Pest Control, Food Hygiene
- Staying COVID-19 Secure in 2020-21
(Government guidelines for organisations)
- Volunteer management
- Volunteer, staff & site security
- Gas & Electrical safety
- Fire hazards
- First Aid & Health
- Supermarket collections & deliveries to clients' homes.
- Use of vehicles for Foodbank deliveries, collections & other activities.

Training & Communications:

Group training has proved difficult again this year due to the pandemic, however we were able to deliver Centre Volunteer refresher training to the individual Centre Teams prior to opening week commencing July 19th. We hope to return to larger group training events using the Tempus Head Office location as pandemic restrictions ease.

Inductions and regular information and guidance on working practises have this year been communicated mostly on a 1:1 during the pandemic by the Operations & Development Manager, and Assistant Manager.

3. OBJECTIVES, AIMS & ACTIVITIES

3.1 Charitable Objectives

The Basingstoke Foodbank sole objective is to relieve the poverty of the people in the Basingstoke and surrounding area who are in conditions of need, hardship or distress, in such ways as the Trustees shall, from time to time, think fit.

3.2 Aims

Basingstoke Foodbank aims to relieve poverty through the provision of food and toiletries to those in crisis, by working in partnership with local frontline care agencies who refer their clients in crisis to the Foodbank. Anyone in 'food crisis' can be referred to the Foodbank, regardless of their age, disability, background, race, gender, sexual orientation, marital status, religion, or belief.

By signposting clients to care agencies, advice services and other support agencies, we aim to help seek resolutions to Clients' immediate crisis which is causing their need to use the Foodbank.

3.3 Main Objectives set for the past year:

- 1) To continue to raise awareness of the Foodbank in Basingstoke, Tadley and surrounding villages so widening access to our service and communicating our need for food and financial donations.
- 2) To resume, when safe to do so, meeting clients face to face.
- 3) To manage the supply of donations to meet the demand for food
- 4) To continue to enhance our signposting service for clients through our phone call contact with clients and ultimately to those who attend the new Centres
- 5) To improve the Foodbank's availability to those in crisis throughout the region
- 6) To make advice and information readily available to clients using the Foodbank,

3.4 Strategies for achieving the objectives:

- 1) Increased use of social media to raise awareness of support available.
 - Publication of updated 'Have you hit crisis point?' A5 flyers circulated around the community
 - increased communications with partnering agencies who are supporting the community to make them aware of our delivery model and wellbeing phone calling service.

2) Return to the meeting clients in a Centre model when lock down lifted on Monday 19th July 2021

- retraining of volunteers returning to their previous centre roles and recruitment of new volunteers to build the 6 new teams.

3) Forward stock planning in line with future spikes in the pandemic to ensure there is sufficient food to meet need.

- setting up weekly 'wish list' of food items to circulate and be shared by the community via www and Facebook page

- increase the number of warehouse and supermarket volunteers to assist with the influx of donations particularly through the Autumn Harvest and Christmas seasons.

4) Develop a 'Foodbank Community Connector' full-time role to help focus on effective signposting activities with clients and agencies that may help alleviate some of the root causes of crisis for our clients.

- establish training for Volunteers to increase signposting confidence when working with clients.

5) Strategic planning to locate churches with appropriate facilities and existing community outreach to make effective Foodbank Centres.

- to choose locations in the region where large numbers of the community have required emergency food referrals thus improving accessibility for the widest number of people

- to monitor the effective use of vouchers from existing frontline agency partnerships, and to contact additional agencies who could widen access to our emergency service throughout the community.

6) funding the presence of an in-situ advisor from Citizens Advice, and potentially volunteer representatives from Christians Against Poverty during all Centre opening times that the Foodbank Centres in Basingstoke and Tadley are open.

3.5 How the Foodbank works

- Non-perishable food is donated by the community through supermarket collections and donation points in schools, businesses, churches and other organisations. This is checked that it is in date and that tins and packs are not damaged. It is then weighed, sorted and stored by type and date. We source some non-perishable food such as eggs, bread and vegetables to enhance the nutritional offering to clients
- Volunteers store, pack and distribute food
- In response to contact by a client in food crisis, partner advice, care and support agencies issue one of our Foodbank vouchers and submit them electronically to the Foodbank email. Clients come to the Foodbank to redeem the voucher presenting suitable ID or proof of address.

- The operation of the Foodbank continued to be impacted by the effects of the pandemic. We continued to rely on volunteer drivers to deliver food to clients at their homes from our warehouse. A dedicated group of Foodbank volunteers telephoned clients after food deliveries offering a listening ear, signposting referrals to other appropriate agencies, and offering to pray for clients, where appropriate, if the clients wanted this.
- From 19th July 2021, as restrictions began to be lifted in the UK, we resumed seeing clients face to face again. At the same time, we also extended the number of centres, providing a café type service, on every weekday at one or more of the following church locations:
 - Monday: Buckskin Evangelical Church RG22 5BB
 - Tuesday: Church of the Good Shepherd RG23 8BU
 - Tuesday: Tadley Common Methodist Church RG26 4HN
 - Wednesday: Basingstoke Baptist Church RG22 4HL
 - Thursday: Sarum Hill Centre RG21 8SR
 - Friday: St Gabriel's Church RG24 9DU
 - Friday: Buckskin Evangelical Church RG22 5BB

We are very grateful to the churches who have so readily and freely allowed their facilities to be used by the Foodbank.

- We continue to supplement client face to face interaction with home delivery by volunteers, if the client has mobility or access issues.
- At the Foodbank centres, volunteers offer refreshments and discuss food allergies, food preferences, availability of cooking facilities, etc, with clients, prior to packing bags of food for them. The Foodbank uses set lists of suggested food and appropriate quantities prescribed by the Trussell Trust who use nutritionists to advise on what would constitute a nutritionally balanced diet of food for 3 days.
- Volunteers use a sympathetic, non-judgemental, listening approach. They spend time with clients, signposting to other appropriate agencies, and sensitively offer prayer for clients, where appropriate.
- Clients are referred to our in-situ Citizens Advice advisor and /or CAP (Christians Against Poverty) if it is felt that the Client's predicament is such that they could benefit from immediate practical advice or help from the CA's hardship funds.

- We wish to acknowledge the continuing support we have received from the Vivid Housing Association for the use of the warehouse and office units, initially provided rent free from May 2020 and followed by a subsidised lease for two years from January 2021.

3.6 Public Benefit

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

4. ACHIEVEMENTS & PERFORMANCE

4.1 Summary of the year's activities

4.1a We currently have 7 churches represented on the Board of Trustees

4.1b Having suspended our agreement with Citizens Advice in March 2020, in July 2021 we resumed our Foodbank funded agreement with the service in Basingstoke and Tadley, to provide the services of in-situ advisors

4.1c on 5th May 2021, we entered into a 2-year partnership agreement with Christians Against Poverty (CAP) locally to fund a part time Debt Coach to increase availability of debt support for our clients

4.1d Volunteer numbers continue to be stable at about 100, with a re-arrangement of volunteer locations from July '21 when the new Foodbank Centres required teams of 6 – 10 volunteers. We continue to have small packing, store teams, delivery teams and various operational and administrative teams operating out of the Tempus Head Office

4.1e Referral partnering agencies issuing crisis vouchers have increased to approx. 120 teams, this included schools and colleges supporting students and families within their institutions

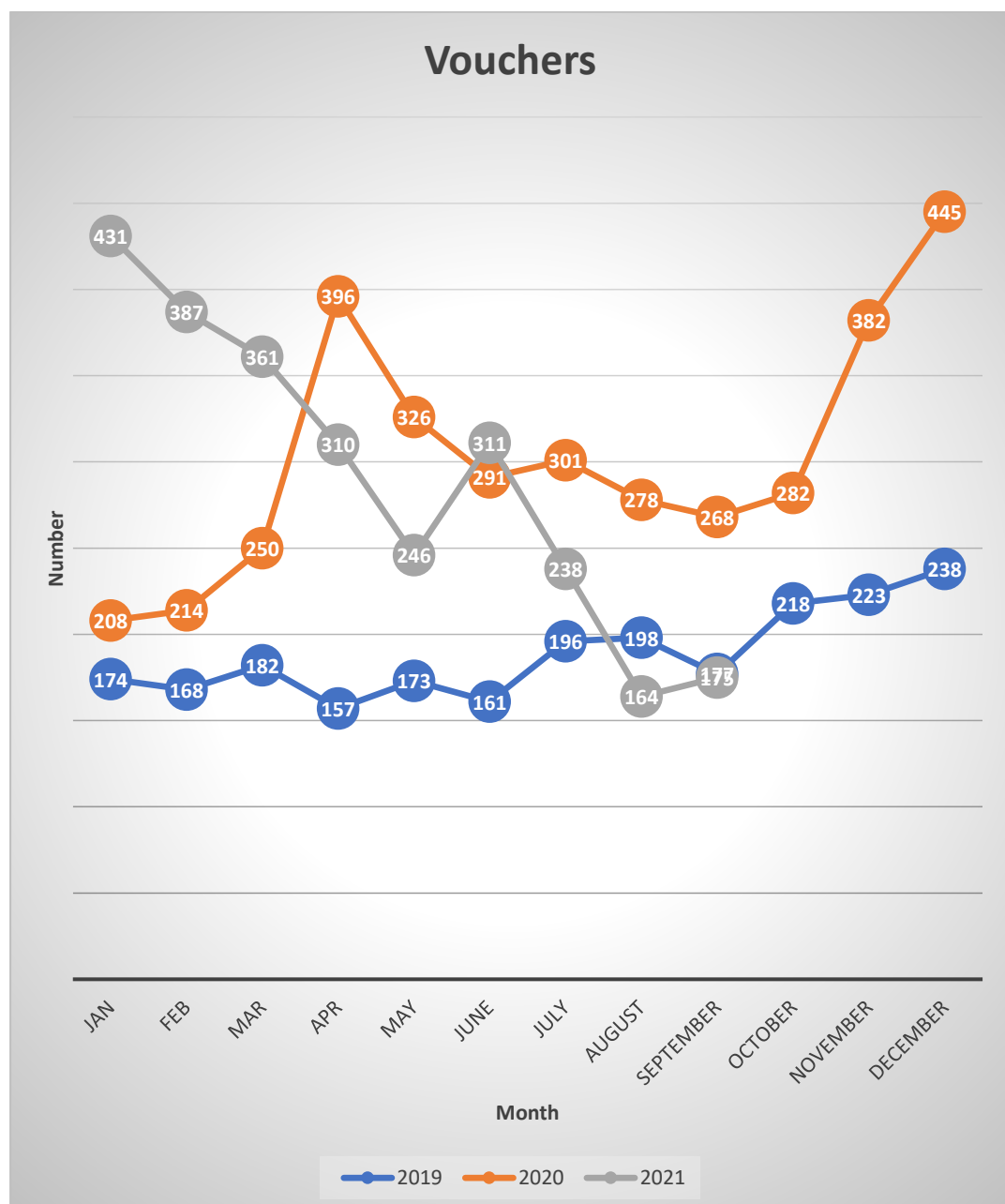
4.1f Churches supporting the Foodbank regularly continued through the pandemic to number c.58, and schools, children's clubs, community groups and businesses maintained their enthusiasm to continue to support the Foodbank through 'Harvest' and 'Christmas Hamper' events

4.1g At Christmas 2020, we were able again to partner with Besom in the provision and assembling of hampers and items towards the "Christmas Hampers" appeal. These were delivered by Besom and its team of volunteers to struggling households referred by our partnering agencies. 950 Hampers were delivered.

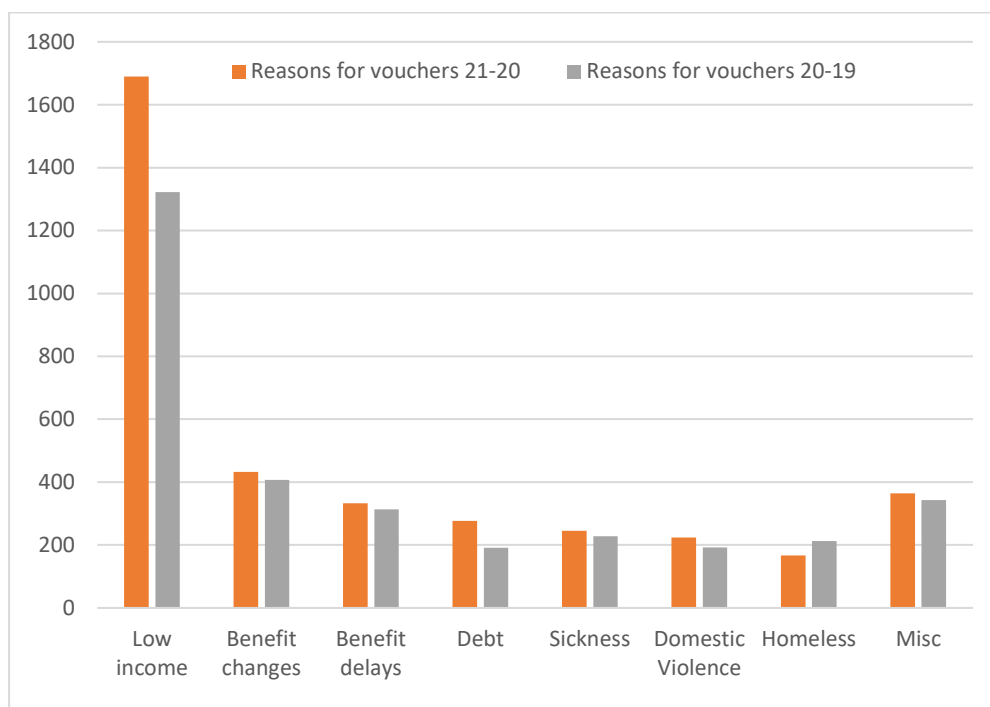
4.2 Recipients of food

In the year under review, we redeemed **3,733** voucher requests from partner referral agencies. This number of vouchers represented an increase of **16.3%** over the **3,209** redeemed in the previous year.

The following chart, displaying numbers of vouchers redeemed month by month since January 2019, reflects the increase in activity during the periods of lockdown during the Covid19 crisis and the gradual reduction in demand as restrictions were slowly eased during 2020-21. It is difficult at this stage in the pandemic to predict which way the demand will go.



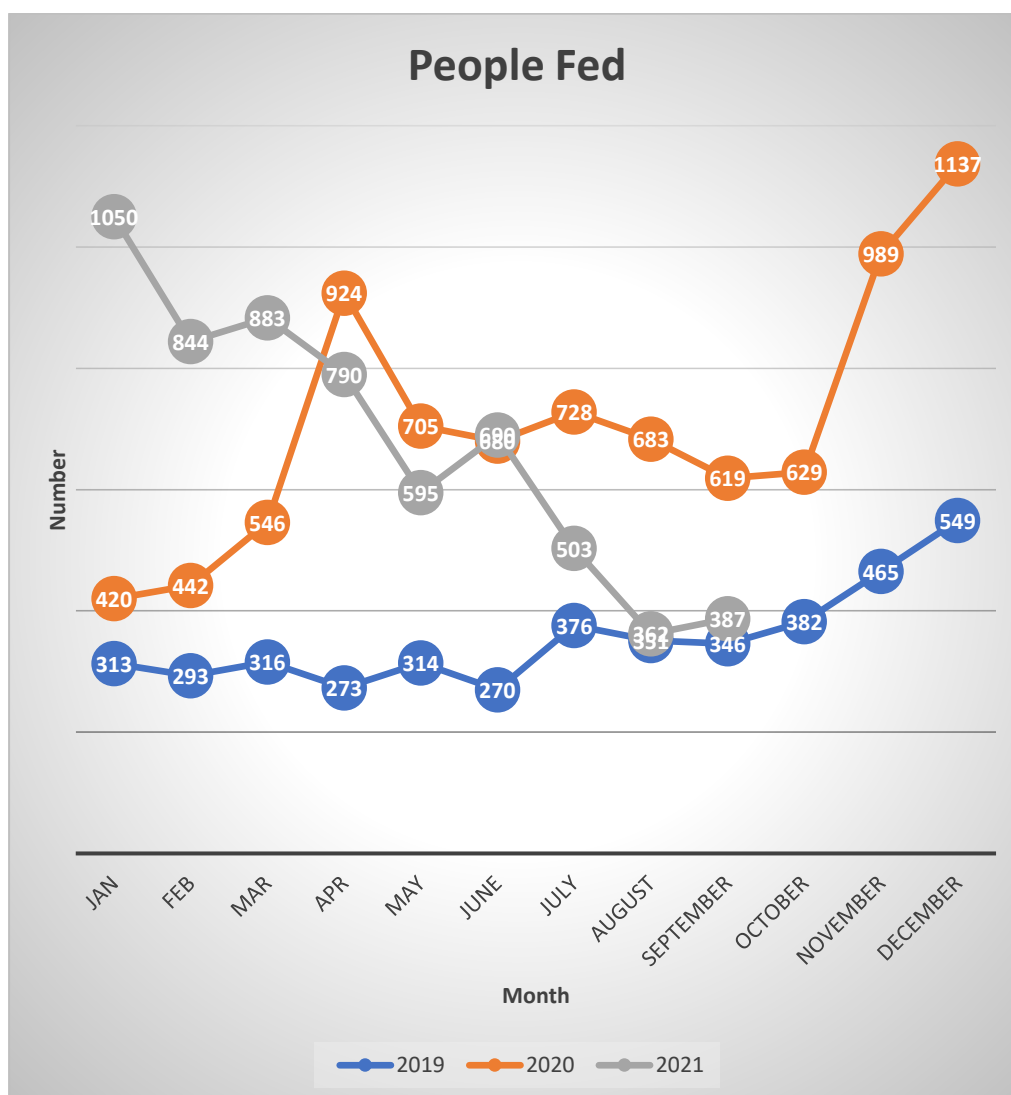
The following chart shows the underlying reasons for vouchers in 2020-21, compared with reasons recorded in 2019-20:



3,733 vouchers provided 3 days' worth of food to feed **8,859** people. The **8,859** people in food poverty, helped by the foodbank to avoid going hungry in our local community, represents an increase of **24%** over the number of people helped in the previous year.

Analysis of the people impacted by food poverty, requiring the services of the foodbank to avoid going hungry, shows:

	<u>2021-20</u>	<u>2020-19</u>	
Adults	5,204	4,414	Increase 18%
Children	3,655	2,729	Increase 34%
Total	8,859	7,143	Increase 24%



Although still the largest group that we help, the proportion of single recipients further declined from 49.4% to 45.3%, offset by increases in other demographic groups:

	<u>2021-20</u>	<u>2019-20</u>
Single	45.3%	49.4%
Single Parent	21.1%	20.1%
Family	16.0%	13.7%
Couple	13.2%	11.7%
Other	4.4%	5.2%

4.3 Food donated

118.5 tonnes were donated this past year. (Last year: 92.2 tonnes)

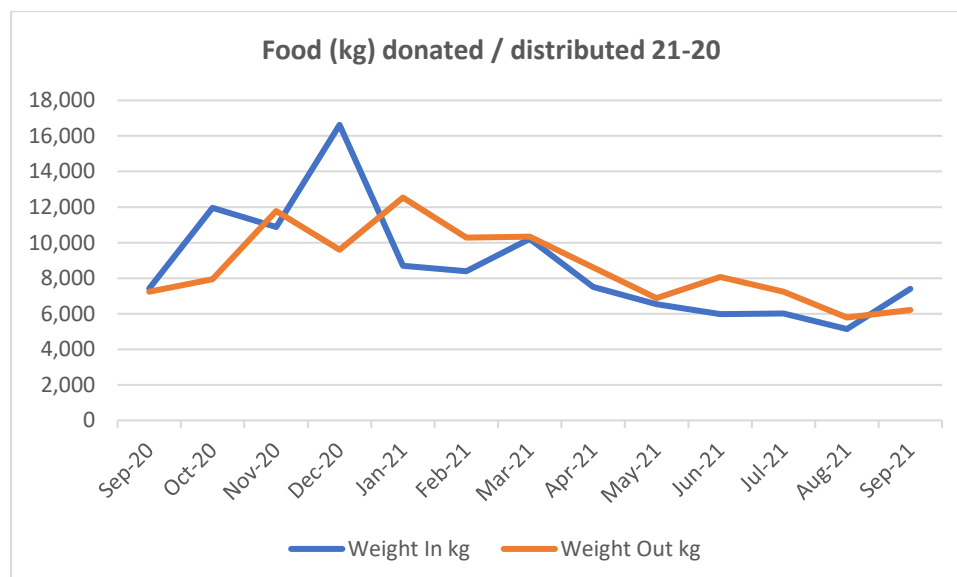
The food we have received has continued to come from:

- regular donations from the Churches who support us,
- members of the public dropping off food during opening hours,
- our permanent collection points in various supermarkets and small local groceries.
- appeals, manned by volunteers, conducted two times per annum at our local Tesco superstore
- Warburtons Bakeries have very kindly delivered fresh bread to our warehouse 3 times a week
- An Overton greengrocer has supported us with supplies of fresh fruit and vegetables fortnightly

Seasonal donations from predominantly primary / junior schools during harvest time has again increased this year. A growing number of local social organisations, children's groups and companies have held one-off food collections during the year, particularly helping with Christmas hampers.

4.4 Food distributed

- 1) 120.1 tonnes (previous year: 83.1 tonnes) were distributed through the year. Several organisations, who also supported vulnerable people in crisis within the community, were supplied with food from the Foodbank including Women's Refuge, the Safe, Besom, Camrose drop-in centre and Julian House for rough sleepers.



- 2) Starter packs of food were packed for Julian House, Vivid Housing and Sovereign housing as these 3 agencies were involved in the 'Everyone In' government scheme to house all homeless people. In addition,
- 3) Increased numbers of tailored packs of food were requested for clients in B&B's and Hotels who had very limited cooking facilities.

4.5 Volunteers, currently 109

We have continued to increase our number of centres, home deliveries, supermarket collections, store, packing and seasonal 'ad-hoc' volunteers throughout the year. We are very grateful to both our many long term and newly recruited volunteers who have worked tirelessly throughout the very difficult and demanding past 12 months. Their cheerfulness and capability to take in their stride every challenge we faced in the foodbank was a beacon of Christian love and service.

4.6 Citizens Advice and Christians Against Poverty in-situ drop-in service

As mentioned earlier in this report, in July 2021 we resumed the provision of face-to-face contact with clients in an expanded number of centres; at the same time Citizens Advice restarted offering an in-situ presence of a specialist advisor. At a time when Clients who are feeling somewhat overwhelmed by their crisis and thus not always able to manage their multiple personal challenges, appreciate this in situ service as they are able to get on the spot guidance and advice about benefit entitlement, housing, debt, etc.,

The cost of the arrangement has funding support from a grant given by the Trussell Trust in association with Asda. The unspent allowance for the last quarter of 2021, shows in our financial statement as unspent restricted funds.

5. FINANCIAL REVIEW

5.1 Resources

The Foodbank has seen a general increase in funding during the past two years which has enabled us to build our reserves to a very healthy level. We will continue to explore opportunities to utilise our reserves over the coming years to help clients find long term solutions in order to remove their need for help from a Foodbank.

5.2 Funding

Total receipts in the year were **£180,750** (prior year **£189,268**). Many individuals, Church groups, Companies, Social Groups and Grant Funders again made very generous unsolicited donations to help fund the working of the Foodbank.

Income sources:	2021	2020
Grants	24,319	55,752
On-line giving	37,098	39,831
Direct receipts:		
Individuals	66,279	31,350
Businesses	16,492	37,332
Churches	11,359	8,971
Clubs & Organisations	4,620	3,109
Schools & Colleges	493	701
Supermarket top up payments	4,157	3,524
Gift aid reclaimed	<u>15,933</u>	<u>8,698</u>
	<u>£180,750</u>	<u>£189,268</u>

The following generous Grant funding was received during the year:

	Restricted	Unrestricted
Neighbourly	1,000	0
Trussell Trust	6,633	1,386
Britland Charity		1,500
Asda Foundation		300
Pennington Manches Cooper Foundation		5,000
Old Basing & Lychpit Parish Council		250
WSP Foundation		250
Duke of Wellington Charitable Trust		,1000
The Jerusalem Trust		5,000
CMW Charitable Trust		2,000
	£ 7,633	£16,686

As our funds have gradually built up through the years, we no longer proactively fundraise.

5.3 Expenditure

Our total outgoings this year were **£103,758**, an increase of **£55,770** when compared with our spend in the previous year.

After taking into account the purchase of a used van at a cost of **£13,423**, the resultant net increase in spend was **£42,347**.

Significant variations from the previous year, were:

	£000's
Rent	+ 19.6
Food purchases	+ 5.3
Warehouse utility costs	+ 4.8
Citizens Advice / CAP Specialist Advisors	+ 3.6
Reimbursement of deliveries & collections	+ 3.4
Employment costs	+ 2.4
Office Admin	+ 1.8
Provision of Christmas Hampers	+ 1.9

Employment costs increased as, from mid-March 2020, the Foodbank started operating 5 days per week, whereas previously it was only open 2.5 days per week. The Foodbank functions with 1 full time and 1 part time paid staff.

In May 2021, we entered into a two-year partnership with CAP (Christians Against Poverty) to offer an enhanced level of debt counselling advice to clients. The 3.6k increase in cost vs 2019-20 above, is attributable to the cost of helping CAP provide that service.

We have continued to buy fresh food to supplement the needs of our clients.

5.4 Reserves

It is the policy of Basingstoke Foodbank to hold an amount in reserve to meet the equivalent of six months' general running costs. We also hold in reserve further amounts to meet our contractual obligations, anticipated capital expenditure and provisions to meet the cost of providing additional services to clients in the coming year.

As a result of the generous surge of donations, coinciding with the start of the Covid19 pandemic in late March 2020 and continuing at a high rate during the year under review, presently the Foodbank's overall reserves are above our policy requirements.

We have used some of the surplus funds to buy a van which we use to deliver daily top ups from the warehouse to the centres. We also use the van to collect donated food from local supermarkets which has dropped off by shoppers. Money was also spent gearing up the IT requirements when we opened the new centres in July.

We have also identified key issues our clients say they are frequently challenged with issues around debt, mental health and job hunting. We have already secured funding to employ a Foodbank Community Connector to informally assist clients find their way through crisis and are in the process of creating a job description.

The trustees are continuously looking to invest this surplus in additional services free to clients such as CAP debt counselling, Money Lifeline debt service and also in assets to support the Foodbank's initiatives.

6. FUTURE DEVELOPMENTS IN LINE WITH OUR AIMS & OBJECTIVES

October 2021 onwards:

- To explore how our donated funds can effectively be used to provide additional support via other trusted agencies and charities. Our Citizens Advice Drop-in has been valued by our clients, and we will be looking at similar partnerships or sponsorship of additional personnel in other agencies providing support in areas such as debt advocacy & advice, mental health counselling, and job-hunting support.
- Further training and recruitment of volunteers for packing, client-facing and store work
- Development of our use of social media to communicate messages and foster relationships with our faithfully supportive community
- Close monitoring of numbers attending our 6 centres to review the effectiveness of the multiple centre model and the accessibility of their locations for clients.
- Continued monitoring and reviewing of agency partnerships and the effectiveness of our relationship with them.
- Renewed focus on client and agency feedback and suggestions particularly considering clients' lived experiences in feedback when developing and reviewing the effectiveness of our services.
 - Continue to source supermarket supplies of surplus fresh fruit, vegetables and bread to enhance the nutritional content of food packs supplied to clients.
 - The additional funds given during the year have helped accelerate plans following the Trussell Trust's stated aims to move people away from crisis. We have employed one of our volunteers to work on a paid, albeit part-time, basis as a Foodbank Community Connector in November 2021 as a way of assisting people in the circumstances they find themselves and making sure they are supported to connect with the most appropriate agencies and activities to help them through crisis.

The Trustees continue to be overwhelmed at the level support shown to the Foodbank and are extremely grateful to everyone in our local Basingstoke & Deane community who have provided faithful support and encouragement to the Foodbank during the particularly turbulent past 24 months. The local community has continued once again to generously give their time, food donations and financial support to provide help to those in our locality who are in crisis and facing the prospect of going hungry.

ON BEHALF OF THE TRUSTEES

P. Thomas - Chair

Dated: 223rd June 2022

Basingstoke Foodbank				CC16a
Receipts and payments accounts				
For the period from	Period start date 01/10/2020	To	30/09/2021	

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Donations	136,341	-	-	136,341	121,294
Gift Aid from HMRC	15,933	-	-	15,933	8,698
Donations from Tesco & ASDA	4,157	-	-	4,157	3,524
Fundraising activities	-	-	-	-	-
Charitable Grants	16,686	7,633	-	24,319	55,752
Sub total (Gross income for AR)	173,117	7,633	-	180,750	189,268
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Total receipts	173,117	7,633	-	180,750	189,268
A3 Payments					
Employment Costs	26,634	-	-	26,634	24,226
Rent of Warehouse & Office Centre	24,017	-	-	24,017	5,400
Light & Heat & Water Supply Costs	5,332	-	-	5,332	581
Citizens Advice Services	-	3,821	-	3,821	4,057
Christians Against Poverty Services	3,840	-	-	3,840	-
Donation For Additional Storage Space	-	-	-	-	400
Admin Costs	3,521	-	-	3,521	1,769
Trussell Trust Franchise Fee	-	-	-	-	500
Insurance	427	-	-	427	340
Cost of Christmas Hampers	1,924	-	-	1,924	-
Warehouse Operating Costs	3,155	-	-	3,155	3,203
Food Purchases	8,755	-	-	8,755	3,468
Reimbursed Delivery & Collection costs	2,807	-	-	2,807	1,695
Van Running Costs	2,277	-	-	2,277	-
Information Commissioner's Office Fee	35	-	-	35	35
Sub total	82,724	3,821	-	86,545	45,674
Asset and Investment Purchases	-	-	-	-	-
Used Van	13,423	-	-	13,423	-
PCs & Printers For New Centres	1,340	1,000	-	2,340	-
Warehouse Equipment	1,450	-	-	1,450	2314
Total payments	98,937	4,821	-	103,758	47,988
Net of receipts/(payments)	74,180	2,812	-	76,992	141,280
A5 Transfers between funds					
A6 Cash funds last year end	3,786	-	3,786	-	-
Cash funds this year end	191,366	5,819	-	197,185	55,905
	269,332	4,845	-	274,177	197,185

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	Bank Account	269,292	4,845	-
	Petty Cash	40	-	-
		-	-	-
	Total cash funds	269,332	4,845	-
(agree balances with receipts and payments account(s))				
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		0	-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Van	Foodbank	13,423	10,000
B5 Liabilities	Details	Fund to which liability relates		

NOTES TO THE RECEIPTS AND PAYMENTS ACCOUNTS FOR THE YEAR ENDED 30th SEPTEMBER 2021

These accounts are prepared on a Receipts and Payments basis, with all income and expenditure shown on a cash basis.

The CIO has two funds: an Unrestricted General Fund and a Restricted Fund.
The latter comprises grants received from the following, not yet fully expended:

Burlington Renovations	£120	Trolleys and Steps
HCC Councillor Discretionary Grant	£500	Lap-top for Centre
B&DBC Grant	£50	1st Aid Training
Christmas Lunches for the Lonely	£254	Christmas Lunches
Trussell Trust / Asda	£3,921	CAB Advisor presence
TOTAL Restricted Income	£4,845	

The CIO has no outstanding guarantees to third parties nor any debts secured on the assets of the CIO

No remuneration was paid to any Trustee.

Signature	Print Name	Date of approval
Signed by one or two trustees on behalf of all the trustees	Pat Murphy-Treasurer	



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
BASINGSTOKE FOODBANK

On accounts for the year
ended

30 September 2021

Charity no
(if any)

1154319

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

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:

1 July 2022

Name:

Mrs Colleen Eldridge

Relevant professional
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