



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1st Aug 2021
Period end date

Period start date To 31st July 2022

Charity name: Monmouth and District Foodbank

Charity registration number: 1154701

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The prevention or relief of poverty in Monmouth and its environs, in particular but not exclusively, by providing emergency supplies of food to individuals in need and/or charities or other organisations working to prevent or relieve poverty.
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.	Para 1.17 and 1.19	Collection of food and other items donated by the public and then distributed to our clients who have come directly to us, or via a network of agencies, including the likes of doctors, nurses, housing associations, local government employees, the Citizens Advice Bureau, debt charities, etc
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	All trustees have worked with the guidance issued by the Charity Commission on public benefit. All our activities are solely for the benefit of the public and only for the relief or prevention of hardship caused by poverty.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/A
		Everyone working for our food bank are volunteers. We have no paid employees. All of our efforts and success as a food

Contribution made by volunteers		bank is solely down to the hard work, and time given freely, by our group of volunteers.
Other		

Achievements and Performance

	SORP reference	
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.	Para 1.20	<p>In our financial year 1st Aug 2021 - 31st July 2022 we fed, on 504 occasions, a total of 1082 individuals (made up of 746 Adults plus 336 Children) which is an increase of 23% over the previous twelve months.</p> <p>We also gave an additional 36 families, who were in a desperate financial position, surprise Christmas parcels of food, plus vouchers, which enabled the families to purchase small presents for their children.</p> <p>These families were selected by our agency network who knew each family's circumstances very well.</p> <p>We also distributed free mobile phone SIM cards to low-income families to allow them free internet access and telephone calls for a six-month period. This allowed them to keep in touch with their families, arrange job interviews, communicate with social workers etc, without having to spend the little money they had left each month on these necessities.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	

Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	We continue to be in a very strong financial position with our retained financial deposits increasing year on year. In the event of the donations of food from the public dropping off significantly, we will have no problem purchasing food to top up items in short supply, thereby still being able to give our clients a varied and nutritious diet when needed.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We do not specifically hold reserves. We do not actively seek financial donations, only donations of food which are enough to cover our clients' immediate needs. Financial donations allow us to function as a charity but also allow us to top up on specific food stocks that are running low, and to also give surprise Christmas parcels and small Christmas presents to needy families in our area.
Amount of reserves held	Para 1.22	No specific reserves policy, but we have £35,744 in the bank, all of which is designated to be applied solely for the promotion of the activities of our charity
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Our principal source of funds are unsolicited financial donations given by members of the public and local businesses. We also rely on donations of food given by the public and local supermarkets, which are collected from various locations in the town.
Investment policy and objectives including any social investment policy adopted	Para 1.46	All monies held in our current, and savings, bank accounts.
A description of the principal risks facing the charity	Para 1.46	Donations of money and food from the public and businesses drying up, together with a very large increase in the numbers of clients coming to us asking for help, where we could therefore no longer fulfil the need.

		At the present time, donations into the food bank are matching the volume of food that we are giving out to our clients, so there is no need to use our financial reserves to match the need.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Incorporated Organisation
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	Para 1.25	Appointed by the current trustees having regard to the skills, knowledge and experience needed for the effective administration of the CIO

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	We are an independent charity but we work with the Trussell Trust network who supply training, computer systems, literature and management governance to enable us to work efficiently and within the law.
Relationship with any related parties	Para 1.51	We act as a signposting agency to other organisations that give financial advice on benefits, debt, housing etc but we, as an organisation, do not offer any financial advice or loans, to our clients.
Other		

Reference and Administrative details

Charity name	Monmouth and District Foodbank
Other name the charity uses	
Registered charity number	1154701
Charity's principal address	c/o Monmouth Baptist Church 3 Monk Street Monmouth Monmouthshire NP25 3LR

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	Michael Brain	Chair		
2	Judith Frances Fussell			
3	Michael John Roberts	Treasurer		
4	Anne Elisabeth Sheppard			
5	Rev Jonathan David Greaves BD HONS			
6	Ian James Roberts			
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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	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

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)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	M Brain	
Full name(s)	Michael Brain	
Position (eg Secretary, Chair, etc)	Chair	
Date	30 th March 2023	

Statement of Account - 1 August 2021 to 31 July 2022

RECEIPTS	£
Monthly donations by standing order	1,860.00
Individual donations	9,165.55
Grant	7,867.00
TOTAL RECEIPTS	18,892.55

PAYMENTS	
Materials	588.43
Services	2,374.24
Provisions	2,930.77
Others	214.80
TOTAL PAYMENTS	6,108.24
NET SURPLUS	12,784.31

Statement of Assets and Liabilities

	31-Jul-22	31-Jul-21
	£	£
CASH FUNDS		
Cash at Bank - current account	35,744.12	22,959.81
TOTAL CASH FUNDS	35,744.12	22,959.81

Note: All funds are unrestricted.