



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1st August 2023
Period end date

Period start date To 31st July 2024

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 introducing agencies, including the likes of doctors, nurses, housing associations, local government employees, the Citizens Advice Bureau, churches, social workers, debt agencies, 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 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
Contribution made by volunteers		All staff are volunteers-we have no paid employees

	Para 1.38	
Other		N/A

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 August 2023 - 31st July 2024 we fed, on 514 occasions, a total of 1140 individuals, made up of 771 Adults, plus 369 children, which is a decrease of 16% over the same period last financial year.</p> <p>We also gave an additional 50+ families, consisting of 79 adults + 53 children, who were in a desperate financial position, surprise Christmas parcels. These consisted of a week's supply of ordinary food, plus gift vouchers so that the families could buy themselves Christmas food, and presents, for all the family.</p> <p>We did not choose who got the parcels. The families concerned were selected by our independent agency network who specifically knew each family's circumstances.</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 even though donations of food to the food bank have dropped over the period.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We do not specifically hold reserves. We also 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 and allow us to purchase specific food stocks that are running low, plus also to give surprise Christmas food parcels, and presents, to needy families in our area. Due to the kindness of the people of Monmouth, donations, both financial and of foodstuffs, have continued over the last 12 months giving us a very strong financial position.
Amount of reserves held	Para 1.22	£32614 is presently held in our savings accounts, in addition to £5520 in our transactions account
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 have not taken any grants or loans. We also rely on food, toiletries, and other such household products, donated by the public and other organisations, to help our clients' immediate needs.
Investment policy and objectives including any social investment policy adopted	Para 1.46	All monies are held in our current and savings bank accounts.
A description of the principal risks facing the charity	Para 1.46	Donations from the public drying up, but our financial position should cover this risk for the foreseeable future.

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 for 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, who supply training, computer systems and literature, together with compliance management, to enable us to work efficiently and within the guidelines of the organisation.
Relationship with any related parties	Para 1.51	We act as a signposting agency to other organisations like the Citizens Advice Bureau, Debt charities and Monmouthshire CC where our clients can get help to ease their financial problems. We do not offer any loans or financial advice to our clients.
Other		Even though we work with vulnerable people we only meet them on the food bank premises where we make them feel welcome and give them a food parcel. There is always more than one volunteer present to help each client.

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 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	Manager		
2	Judy Fussell			
3	Gail Patricia Wright		13/10/2023	
4	Anne Elisabeth Sheppard			
5	Rev Jonathan Greaves	Chair of Trustees		
6	Ian James Davis Roberts			
7	Michael Roberts	Treasurer		
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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)	Managing Trustee	
Date	14 th March 2025	

Statement of Account – 1 August 2023 – 31 July 2024

RECEIPTS	£
Monthly donations by standing order	2860.00
Individual donations	10236.39
Interest on Savings Account	<u>426.55</u>
TOTAL RECEIPTS	13522.94

PAYMENTS	
Materials	568.90
Services	3351.27
Provisions	9028.44
Other	<u>504.42</u>
TOTAL PAYMENTS	13453.03

Net surplus £69.91

Statement of Assets and Liabilities

	31 July 2024	31 July 2023
Cash funds	£	£
Cash at bank – current account	5519.86	25187.44
Cash at Bank – savings accounts	32613.99	12876.50
Petty Cash	nil	nil
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Total Cash Funds	38133.85	38063.94

Note: All funds are unrestricted