

Charity registration number: 1154703

Bassetlaw Food Bank

Annual Report and Financial Statements
for the Year Ended 31 March 2023

Community Accounting Plus
Units 1 & 2 North West
41 Talbot Street
Nottingham
NG1 5GL

Bassetlaw Food Bank

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Bassetlaw Food Bank

Reference and Administrative Details

| | |
|------------------------------------|---------------------------|
| Trustees | Kevin Dukes, Chair |
| | Karen Whitlam, Vice-Chair |
| | Rev. David Bean |
| | Kathy Cowbrough |
| | Robert Lamb |
| | Louise Gladwin |
| | Rev. Emily Hoe-Crook |
| | Christine Oldfield |
| | Malcolm Lane-Ley |
| | Rebecca Cullen |
| | |
| Charity Registration Number | 1154703 |
| Principal Office | Community Way |
| | Shrewsbury Road |
| | Worksop |
| | S80 2TU |
| Independent Examiner | John O'Brien, employee of |
| | Community Accounting Plus |
| | Units 1 & 2 North West |
| | 41 Talbot Street |
| | Nottingham |
| | NG1 5GL |

Bassetlaw Food Bank

Trustees' Report

The trustees present the annual report together with the financial statements of the charity for the year ended 31 March 2023.

Trustees and officers

The trustees and officers serving during the year and since the year end were as follows:

| | |
|-----------|---|
| Trustees: | Kevin Dukes, Chair |
| | Karen Whitlam, Vice-Chair |
| | Rev. David Bean |
| | Kathy Cowbrough |
| | Robert Lamb |
| | Louise Gladwin |
| | Rev. Emily Hoe-Crook (appointed 16 June 2022) |
| | Christine Oldfield (appointed 9 August 2022) |
| | Malcolm Lane-Ley (appointed 11 October 2022) |
| | Rebecca Cullen (appointed 21 February 2023) |
| | Andrea Brown (resigned 30 September 2022) |
| | Stephanie Baker (resigned 24 April 2023) |

Structure, governance and management

Nature of governing document

The charity is operated under the rules of its constitution adopted 23rd April 2013 and most recently amended 17th June 2015.

Recruitment and appointment of trustees

Trustee roles are advertised on social media, the BFB website and a poster in the Retford branch. Applicants are asked to email the 'admin@bassetlawfoodbank.org' email address with their interest. They then receive a form to complete and return. A meeting is arranged where the applicant visits the BFB warehouse for a tour and a chat with the Manager and/or the Assistant Manager. They have a meeting with the chair and, pending the outcome of those, are invited to the following Trustees' Meeting. At the Trustees' Meeting the applicant introduces themselves to the board and sits in on the meeting until the near the end. They are then asked to leave and the current Trustees vote on whether to accept their application. If the vote goes in their favour the newly appointed Trustee is informed by email and invited to start the induction process. At this point the BFB's page on the Charity Commission page is updated with the new Trustee's details.

Objectives and activities

Objects and aims

To tackle poverty in the district of Bassetlaw.

Bassetlaw Food Bank

Trustees' Report (continued)

Objectives, strategies and activities

Deliver emergency food parcels across Bassetlaw, this is an emergency service that incurs no cost for the service user.

Provide subsidised Fruit & Veg' boxes to households signing up to the scheme.

Run a weekly social eating Lunch Club, providing nutritious, affordable food.

Run 'Bassetlaw Community Shop', a mobile community shop providing affordable and accessible food shopping options to rural villages in Bassetlaw.

Run a community allotment project (BFB Grow it, Fix it) to grow fresh produce to use in emergency food parcels and for the Lunch Club.

Act as a referral agency for further support to address underlying issues that could be causing/exacerbating food insecurity.

Public benefit

We ensure households across Bassetlaw have access to food, either through emergency food parcels or subsidised projects like BCS and the Fruit & Veg' Boxes. This supports households who are in crisis or in danger of experiencing food insecurity, meaning that no-one who is genuinely struggling goes without food.

BFB also offers numerous volunteer opportunities which positively impact volunteers' mental health.

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Achievements and performance

Between April 2022 and the end of March 2023 BFB have supported 2,710 households with emergency food parcels. This includes 3,471 adults and 2,213 children.

In the same period we delivered 1,282 subsidised Fruit & Veg' Boxes.

The Lunch Club has served over 2,500 affordable and nutritious meals to those at risk of food insecurity or social isolation.

Within the last financial year we have launched a project called the Bassetlaw Community Shop (BCS). This project is a collaborative work with the Veterans Group and the project is providing them with a base from which to operate. The BCS travels around villages in Bassetlaw and stands in as the local shop, selling cupboard staples and a limited selection of fresh produce at a subsidised cost. We have received funding from several sources for this project, which we use to buy the stock carried on the shop. Any income from selling the stock is put directly back into the project. BCS currently has 500 members.

The community allotments are in the process of being established. We have come a long way from an unused piece of grass to where we are now, and the first crops have been planted out, hopefully to be harvested this year.

We have a team of around 80 active volunteers and nine members of staff supporting Bassetlaw.

Bassetlaw Food Bank

Trustees' Report (continued)

Financial review

Our financial position is solid. The charity has sufficient funds to cover the budget for the following year and plans in place to continue operations and future plans. We are happy with the current position.

Policy on reserves

Our policy is to retain six months running costs plus the appropriate amount to cover redundancies for any staff who have been employed for over two years.

Major risks and management of those risks

Cost of Living

As the Cost of Living crisis affects our service users, increasing demand, it also affects the charity. This means that we are spending more on the same running costs, and having to purchase in more stock than previously. Currently demand for emergency food parcels is outstripping the donations of food we are getting for them. While we are coping currently this is a concern long term.

Funding

Decline in grant revenue from County Local Government sources which was very good during the previous year due to money available to support Covid related hardship and this had an impact on us diversifying our revenue sources.

Bassetlaw Food Bank

Statement of Trustees' Responsibilities

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008, and the provisions of the constitution. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by the trustees of the charity on ...29/06/23... and signed on its behalf by:



Kevin Dukes
Trustee

Bassetlaw Food Bank

Independent Examiner's Report to the trustees of Bassetlaw Food Bank

Independent examiner's report to the trustees of Bassetlaw Food Bank

I report to the trustees on my examination of the accounts of Bassetlaw Food Bank (the Charity) for the year ended 31 March 2023.

Responsibilities and basis of report

As the trustees of the charity 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.

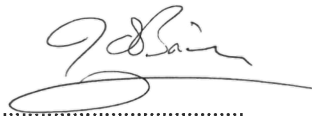
Independent examiner's statement

Since the Charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member and Fellow of the Association of Charity Independent Examiners, which is one of the listed bodies.

I have completed my examination. I confirm that no 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 Charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting 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.



.....
John O'Brien MSc, FAIA, FCCA, FCIE, employee of Community Accounting Plus
Fellow of the Association of Charity Independent Examiners

Units 1 & 2 North West
41 Talbot Street
Nottingham
NG1 5GL

Date: 29/06/23

Bassetlaw Food Bank

Statement of Financial Activities for the Year Ended 31 March 2023

| | Note | Unrestricted £ | Restricted £ | Total 2023 £ | Total 2022 £ |
|------------------------------------|------|-------------------|------------------|--------------------|--------------------|
| Income and Endowments from: | | | | | |
| Donations and legacies | 2 | 109,168 | - | 109,168 | 100,259 |
| Charitable activities | 3 | 4,555 | 224,467 | 229,022 | 61,517 |
| Other trading activities | 4 | 45,443 | - | 45,443 | 12,245 |
| Investment income | 5 | 652 | - | 652 | 3 |
| Other income | 6 | 49,542 | - | 49,542 | - |
| Total Income | | 209,360 | 224,467 | 433,827 | 174,024 |
| Expenditure on: | | | | | |
| Charitable activities | 8 | (114,092) | (172,962) | (287,054) | (100,714) |
| Total Expenditure | | (114,092) | (172,962) | (287,054) | (100,714) |
| Net income | | 95,268 | 51,505 | 146,773 | 73,310 |
| Gross transfers between funds | | 27,159 | (27,159) | - | - |
| Net movement in funds | | 122,427 | 24,346 | 146,773 | 73,310 |
| Reconciliation of funds | | | | | |
| Total funds brought forward | | 174,263 | 48,196 | 222,459 | 149,149 |
| Total funds carried forward | 19 | 296,690 | 72,542 | 369,232 | 222,459 |

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for the period is shown in note 19.

The notes on pages 10 to 19 form an integral part of these financial statements.

Bassetlaw Food Bank

Statement of Financial Activities for the Year Ended 31 March 2023 (continued)

These are the figures for the previous accounting period and are included for comparative purposes

| | Note | Unrestricted £ | Restricted £ | Total 2022 £ |
|------------------------------------|------|-------------------|-----------------|--------------------|
| Income and Endowments from: | | | | |
| Donations and legacies | 2 | 100,259 | - | 100,259 |
| Charitable activities | 3 | - | 61,517 | 61,517 |
| Other trading activities | 4 | 12,245 | - | 12,245 |
| Investment income | 5 | 3 | - | 3 |
| Total Income | | <u>112,507</u> | <u>61,517</u> | <u>174,024</u> |
| Expenditure on: | | | | |
| Charitable activities | 8 | <u>(73,366)</u> | <u>(27,348)</u> | <u>(100,714)</u> |
| Total Expenditure | | <u>(73,366)</u> | <u>(27,348)</u> | <u>(100,714)</u> |
| Net movement in funds | | 39,141 | 34,169 | 73,310 |
| Reconciliation of funds | | | | |
| Total funds brought forward | | <u>135,122</u> | <u>14,027</u> | <u>149,149</u> |
| Total funds carried forward | 19 | <u>174,263</u> | <u>48,196</u> | <u>222,459</u> |


The notes on pages 10 to 19 form an integral part of these financial statements.

Bassetlaw Food Bank

(Registration number: 1154703)
Balance Sheet as at 31 March 2023

| | Note | 2023 £ | 2022 £ |
|---|------|-----------|-----------|
| Fixed assets | | | |
| Tangible assets | 15 | 38,012 | - |
| Current assets | | | |
| Debtors | 16 | 8,631 | 2,709 |
| Cash at bank and in hand | 17 | 326,121 | 222,916 |
| | | 334,752 | 225,625 |
| Creditors: Amounts falling due within one year | 18 | (3,532) | (3,166) |
| Net current assets | | 331,220 | 222,459 |
| Net assets | | 369,232 | 222,459 |
| Funds of the charity: | | | |
| Restricted income funds | | | |
| Restricted funds | 19 | 72,542 | 48,196 |
| Unrestricted income funds | | | |
| Unrestricted funds | | 296,690 | 174,263 |
| Total funds | 19 | 369,232 | 222,459 |

The financial statements on pages 7 to 19 were approved by the trustees, and authorised for issue on29/06/23.... and signed on their behalf by:


.....
Karen Whitlam
Trustee

Bassetlaw Food Bank

Notes to the Financial Statements for the Year Ended 31 March 2023

1 Accounting policies

Statement of compliance

The financial statements have been prepared in accordance with the second edition of the Charities Statement of Recommended Practice issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

Basis of preparation

Bassetlaw Food Bank meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Exemption from preparing a cash flow statement

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

Going concern

The financial statements have been prepared on a going concern basis.

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregates similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Bassetlaw Food Bank

Notes to the Financial Statements for the Year Ended 31 March 2023 (continued)

Charitable activities

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

Government grants

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £500.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

| Asset class | Depreciation method and rate |
|--------------------------------|-------------------------------------|
| Motor vehicles | 33.33% straight line |
| IT equipment | 33.33% straight line |
| Fixtures, fittings & equipment | 20% straight line |

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Bassetlaw Food Bank

Notes to the Financial Statements for the Year Ended 31 March 2023 (continued)

Fund structure

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

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

2 Income from donations and legacies

| | Unrestricted funds General £ | Total 2023 £ | Total 2022 £ |
|--|---------------------------------------|--------------------|--------------------|
| Donations and legacies; | | | |
| Donations from companies, trusts and similar proceeds | 95,267 | 95,267 | 75,154 |
| Grants, including capital grants; | | | |
| Government grants | 5,938 | 5,938 | 17,055 |
| Grants from other charities | 7,963 | 7,963 | 8,050 |
| | <u>109,168</u> | <u>109,168</u> | <u>100,259</u> |

3 Income from charitable activities

| | Unrestricted funds General £ | Restricted funds £ | Total 2023 £ | Total 2022 £ |
|--------------------|---------------------------------------|--------------------------|--------------------|--------------------|
| Grants & donations | - | 224,467 | 224,467 | 61,517 |
| Lunch club fees | 4,555 | - | 4,555 | - |
| | <u>4,555</u> | <u>224,467</u> | <u>229,022</u> | <u>61,517</u> |

Bassetlaw Food Bank

Notes to the Financial Statements for the Year Ended 31 March 2023 (continued)

4 Income from other trading activities

| | Unrestricted funds General £ | Total funds £ | Total 2022 £ |
|---|---------------------------------------|---------------------|--------------------|
| Trading income; | | | |
| Shop income from sale of donated goods and services | 22,938 | 22,938 | 10,994 |
| Community shop revenue | 17,473 | 17,473 | - |
| Other trading income | 769 | 769 | - |
| Local fundraising | 4,263 | 4,263 | 1,251 |
| | <u>45,443</u> | <u>45,443</u> | <u>12,245</u> |

5 Investment income

| | Unrestricted funds General £ | Total 2023 £ | Total 2022 £ |
|---|---------------------------------------|--------------------|--------------------|
| Interest receivable and similar income; | | | |
| Interest receivable on bank deposits | 652 | 652 | 3 |
| | <u>652</u> | <u>652</u> | <u>3</u> |

6 Other income

| | Unrestricted funds General £ | Total 2023 £ | Total 2022 £ |
|---------------|---------------------------------------|--------------------|--------------------|
| Rental income | 49,542 | 49,542 | - |
| | <u>49,542</u> | <u>49,542</u> | <u>-</u> |

Bassetlaw Food Bank

Notes to the Financial Statements for the Year Ended 31 March 2023 (continued)

7 Grants and donations

| | Unrestricted funds £ | Restricted funds £ | Total funds £ |
|----------------------------------|----------------------------|--------------------------|------------------|
| Bassetlaw Citizens Advice | 1,963 | - | 1,963 |
| Bassetlaw District Council | - | 38,157 | 38,157 |
| BCVS | 5,000 | 5,082 | 10,082 |
| Coalfields Regeneration Trust | - | 2,000 | 2,000 |
| DWP | 5,938 | - | 5,938 |
| Feeding Britain | - | 23,400 | 23,400 |
| J. N. Derbyshire Trust | - | 2,000 | 2,000 |
| Just Giving | 25,836 | - | 25,836 |
| Lidl | 500 | - | 500 |
| Manton Childrens Services | 1,000 | 1,430 | 2,430 |
| National Lottery Community Fund | - | 75,758 | 75,758 |
| Notts Community Foundation | - | 500 | 500 |
| Postcode Places Trust | - | 19,883 | 19,883 |
| Sundry grants & donations | 63,931 | 13,902 | 77,833 |
| The Julia and Hans Rausing Trust | - | 19,109 | 19,109 |
| The Rank Foundation | - | 8,742 | 8,742 |
| The Thomas Farr Charity | - | 3,600 | 3,600 |
| Wheatcrofts | - | 5,000 | 5,000 |
| Wickes | 5,000 | - | 5,000 |
| Worksop Charter | - | 5,904 | 5,904 |
| | <u>109,168</u> | <u>224,467</u> | <u>333,635</u> |

Bassetlaw Food Bank

Notes to the Financial Statements for the Year Ended 31 March 2023 (continued)

8 Expenditure on charitable activities

| | Unrestricted funds General £ | Restricted funds £ | Total 2023 £ | Total 2022 £ |
|-----------------------------|---------------------------------------|--------------------------|--------------------|--------------------|
| Bank charges | 158 | - | 158 | 244 |
| Cleaning & waste | 5,320 | 6,197 | 11,517 | 482 |
| Communications | 753 | 88 | 841 | 514 |
| Computer & consumables | 1,451 | - | 1,451 | 2,135 |
| Depreciation | 3,077 | 9,838 | 12,915 | - |
| Ebay shop costs | 2,818 | 294 | 3,112 | 407 |
| Equipment | 4,878 | 12,926 | 17,804 | 6,433 |
| Food shopping costs | 7,736 | 31,766 | 39,502 | 16,907 |
| Independent examination fee | 960 | - | 960 | 420 |
| Insurance | 2,434 | 1,371 | 3,805 | 1,665 |
| Just Giving costs | 515 | - | 515 | 382 |
| Maintenance & contracts | 1,882 | 14,096 | 15,978 | 1,305 |
| Office expenses | 951 | 25 | 976 | 1,247 |
| Other service costs | 5,000 | - | 5,000 | - |
| Professional fees | 2,495 | 70 | 2,565 | 602 |
| Salaries, NI & pension | 60,503 | 68,077 | 128,580 | 57,462 |
| Staff training expenses | 500 | 504 | 1,004 | 670 |
| Staff travel | 344 | 264 | 608 | 907 |
| Sundry payments | 249 | 91 | 340 | 472 |
| Utilities | 1,479 | 18,232 | 19,711 | 596 |
| Van costs | 5,961 | 6,485 | 12,446 | 2,726 |
| Volunteer expenses | 4,628 | 2,638 | 7,266 | 5,138 |
| | <u>114,092</u> | <u>172,962</u> | <u>287,054</u> | <u>100,714</u> |

9 Net incoming/outgoing resources

Net incoming resources for the year include:

| | 2023 £ | 2022 £ |
|------------------------------|---------------|-----------|
| Depreciation of fixed assets | <u>12,915</u> | <u>-</u> |

Bassetlaw Food Bank

Notes to the Financial Statements for the Year Ended 31 March 2023 (continued)

10 Staff costs

The aggregate payroll costs were as follows:

| | 2023 £ | 2022 £ |
|--|----------------|---------------|
| Staff costs during the year were: | | |
| Wages and salaries | 123,327 | 56,825 |
| Social security costs | 3,824 | 523 |
| Pension costs | 1,429 | 114 |
| | <u>128,580</u> | <u>57,462</u> |

The monthly average number of persons (including senior management team) employed by the charity during the year was as follows:

| | 2023 No | 2022 No |
|-----------------------------|------------|------------|
| Average number of employees | <u>7</u> | <u>4</u> |

4 (2022 - 4) of the above employees participated in the Defined Contribution Pension Schemes.

Contributions to the employee pension schemes for the year totalled £1,429 (2022 - £523).

No employee received emoluments of more than £60,000 during the year

The total employee benefits of the key management personnel of the charity were £30,965 (2022 - £26,000).

11 Independent examiner's fees

During the period, the fees payable (excluding VAT) to the charity's independent examiner Community Accounting Plus are analysed as follows:

| | 2023 £ | 2022 £ |
|-------------------------|------------|------------|
| Independent examination | 800 | 350 |
| | <u>800</u> | <u>350</u> |

12 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

13 Related party transactions

There were no related party transactions in the year.

Bassetlaw Food Bank

Notes to the Financial Statements for the Year Ended 31 March 2023 (continued)

14 Taxation

The charity is a registered charity and is therefore exempt from taxation.

15 Tangible fixed assets

| | Fixtures, fittings & equipment £ | Motor vehicles £ | IT equipment £ | Total £ |
|-----------------------|---|---------------------|-------------------|------------|
| Cost | | | | |
| Additions | 30,454 | 18,750 | 1,723 | 50,927 |
| At 31 March 2023 | 30,454 | 18,750 | 1,723 | 50,927 |
| Depreciation | | | | |
| Charge for the year | 6,091 | 6,250 | 574 | 12,915 |
| At 31 March 2023 | 6,091 | 6,250 | 574 | 12,915 |
| Net book value | | | | |
| At 31 March 2023 | 24,363 | 12,500 | 1,149 | 38,012 |

16 Debtors

| | 2023 £ | 2022 £ |
|---------------|-----------|-----------|
| Prepayments | 1,974 | 2,709 |
| Other debtors | 6,657 | - |
| | 8,631 | 2,709 |

17 Cash and cash equivalents

| | 2023 £ | 2022 £ |
|--------------|-----------|-----------|
| Cash on hand | 589 | 344 |
| Cash at bank | 325,532 | 222,572 |
| | 326,121 | 222,916 |

18 Creditors: amounts falling due within one year

| | 2023 £ | 2022 £ |
|------------------------------------|-----------|-----------|
| Other taxation and social security | 2,252 | 2,508 |
| Accruals | 1,280 | 658 |
| | 3,532 | 3,166 |

Bassetlaw Food Bank

Notes to the Financial Statements for the Year Ended 31 March 2023 (continued)

19 Funds

| | Balance at 1 April 2022 £ | Incoming resources £ | Resources expended £ | Transfers £ | Balance at 31 March 2023 £ |
|-------------------------------|---------------------------------|----------------------------|----------------------------|-----------------|-------------------------------------|
| Unrestricted funds | | | | | |
| <i>General</i> | | | | | |
| General fund | 174,263 | 209,360 | (114,092) | 27,159 | 296,690 |
| Restricted funds | | | | | |
| Fruit & Veg Boxes | 17,480 | 11,988 | (7,563) | - | 21,905 |
| Electric Van | 6,181 | - | (3,340) | - | 2,841 |
| Lunch Club | 6,282 | 9,114 | (10,896) | (4,500) | - |
| Time to Shine | 11,427 | 8,742 | (12,612) | - | 7,557 |
| Food (BCVS Fund) | 6,826 | 5,082 | (11,908) | - | - |
| Grow it, Fix it | - | 27,261 | (9,669) | (13,617) | 3,975 |
| Community Shop | - | 57,530 | (27,515) | (10,467) | 19,548 |
| JH Rausing Trust | - | 19,109 | (17,000) | - | 2,109 |
| Warehouse (Lottery) | - | 65,758 | (67,183) | 1,425 | - |
| Salary (Postcode Trust) | - | 19,883 | (5,276) | - | 14,607 |
| Total restricted funds | 48,196 | 224,467 | (172,962) | (27,159) | 72,542 |
| Total funds | 222,459 | 433,827 | (287,054) | - | 369,232 |

The transfers from the Lunch Club, Grow it, Fix it, and Community Shop funds to the General fund represents the net book value of fixed assets, the use of which is not subject to any restriction.

The transfer from the General fund to the Warehouse (Lottery) fund is to cover the deficit on this activity.

The specific purposes for which the funds are to be applied are as follows:

Fruit & Veg Boxes - for the subsidised Fruit & Veg Box scheme, to buy the boxes and for expenses for the volunteer drivers who make the deliveries.

Electric Van - Lottery grant to allow the charity to hire an electric van for two years.

Lunch Club - for staff, running and food costs for the weekly Lunch Club.

Food (BCVS Fund) - for food costs.

Time to Shine – funding for the Fundraising Manager salary.

Grow it, Fix it - a new community growing project and white goods upcycling workshop. There are funds here for equipment purchases, salary, running costs, volunteer training etc.

Community Shop - running costs, salary, auto costs and fund to purchase stock for the Bassetlaw Community Shop project.

JH Rausing Trust - money to purchase fresh produce for emergency food parcels, cover volunteer expenses and a contribution to staff salaries.

Warehouse (Lottery) - for taking on the lease and maintenance and running costs for BFB's current warehouse location.

Salary (Postcode Trust) - to fund a year's salary for the Fundraising Manager.

Bassetlaw Food Bank

Notes to the Financial Statements for the Year Ended 31 March 2023 (continued)

These are the figures for the previous accounting period and are included for comparative purposes

| | Balance at 1 April 2021 £ | Incoming resources £ | Resources expended £ | Balance at 31 March 2022 £ |
|----------------------------------|---------------------------------|----------------------------|----------------------------|----------------------------------|
| Unrestricted funds | | | | |
| General | | | | |
| General fund | 135,122 | 112,507 | (73,366) | 174,263 |
| Restricted | | | | |
| Volunteers & stock replenishment | 289 | - | (289) | - |
| Cash for Kids | 1,750 | - | (1,750) | - |
| Co-op NET COVID Appeal | 1,294 | - | (1,294) | - |
| Manor Farm | 694 | - | (694) | - |
| Fruit & Veg Boxes | 10,000 | 19,404 | (11,924) | 17,480 |
| Electric Van | - | 10,000 | (3,819) | 6,181 |
| Lunch Club | - | 7,000 | (718) | 6,282 |
| Time to Shine | - | 13,113 | (1,686) | 11,427 |
| Food (BCVS Fund) | - | 12,000 | (5,174) | 6,826 |
| Total restricted funds | <u>14,027</u> | <u>61,517</u> | <u>(27,348)</u> | <u>48,196</u> |
| Total funds | <u>149,149</u> | <u>174,024</u> | <u>(100,714)</u> | <u>222,459</u> |

20 Analysis of net assets between funds

| | Unrestricted | | 2023 |
|-----------------------|---------------------|-------------------|--------------------|
| | General | Restricted | Total funds |
| | £ | £ | £ |
| Tangible fixed assets | 38,012 | - | 38,012 |
| Current assets | 262,210 | 72,542 | 334,752 |
| Current liabilities | (3,532) | - | (3,532) |
| Total net assets | <u>296,690</u> | <u>72,542</u> | <u>369,232</u> |
| | Unrestricted | | 2022 |
| | General | Restricted | Total funds |
| | £ | £ | £ |
| Current assets | 177,429 | 48,196 | 225,625 |
| Current liabilities | (3,166) | - | (3,166) |
| Total net assets | <u>174,263</u> | <u>48,196</u> | <u>222,459</u> |

