

CHICHESTER DISTRICT FOODBANK

England & Wales · Charity number 1155197

Details

Status Registered

Legal form CIO

Registered 2014-01-06

Register [View on the Charity Commission register](#)

Contact

Address Chichester District Foodbank
Unit 10
Chichester Trade Centre
Quarry Lane
Chichester
West Sussex
PO19 8ET

Phone 01243773687

Email info@chichesterdistrict.foodbank.org.uk

Website www.chichesterdistrict.foodbank.org.uk

Activities

Objects: 1. THE ALLEVIATION OF POVERTY IN THE CHICHESTER DISTRICT IN PARTICULAR BUT NOT EXCLUSIVELY BY PROVIDING EMERGENCY FOOD SUPPLIES TO INDIVIDUALS IN NEED AND/OR CHARITIES, OR OTHER ORGANISATIONS WORKING TO PREVENT THE RELIEF OF POVERTY AS A CHRISTIAN MINISTRY AS DEFINED IN THE APPENDIX TO THIS CONSTITUTION. 2. THE ALLEVIATION OF POVERTY OUTSIDE THE CHICHESTER DISTRICT IN PARTICULAR BUT NOT EXCLUSIVELY BY PROVIDING EMERGENCY FOOD SUPPLIES TO CHARITIES, OR OTHER ORGANISATIONS OUTSIDE THE CHICHESTER DISTRICT WORKING TO PREVENT THE RELIEF OF POVERTY AS A CHRISTIAN MINISTRY AS DEFINED IN THE APPENDIX TO THIS CONSTITUTION.

Activities: Foodbank in the Chichester District

Classification

- **How:** Other Charitable Activities
- **What:** The Prevention Or Relief Of Poverty
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

- West Sussex

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£299,869	£372,659	-	-
2024-03-31	£328,001	£276,549	-	-
2023-03-31	£326,194	£167,082	-	-
2022-03-31	£129,086	£119,183	-	-
2021-03-31	£291,097	£102,427	-	-

Trustees

Name	Role	Appointed
Richard Meredith	Chair	2022-11-15
DAVID GROVE		2022-02-16
James Turner		2025-04-24
Martin Webb		2025-04-24
Stephanie Chadwick		2023-09-19

Accounts

**REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025
FOR
CHICHESTER DISTRICT FOODBANK**

Lewis Brownlee (Chichester) Limited
Chartered Accountants
Appledram Barns
Birdham Road
Chichester
West Sussex
PO20 7EQ

CHICHESTER DISTRICT FOODBANK
CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

	Page
Report of the Trustees	1 to 11
Independent Examiner's Report	12
Statement of Financial Activities	13
Balance Sheet	14
Notes to the Financial Statements	15 to 22

CHICHESTER DISTRICT FOODBANK

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2025

The trustees present their report with the financial statements of the charity for the year ended 31 March 2025. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Vision

To end poverty and hunger in Chichester District

Mission

Bringing communities together to end hunger and poverty in Chichester District by providing compassionate, practical help with dignity, whilst challenging injustice.

Impact statement

We support people experiencing hardship to end hunger and poverty in Chichester District.

ACHIEVEMENT AND PERFORMANCE

Organisational summary

Chichester District Foodbank is committed to supporting individuals and families facing hardship, with the ultimate goal of eradicating hunger and poverty in our community. We provide emergency food and essential household items to those in crisis, while also working closely with our clients to address the underlying causes of poverty.

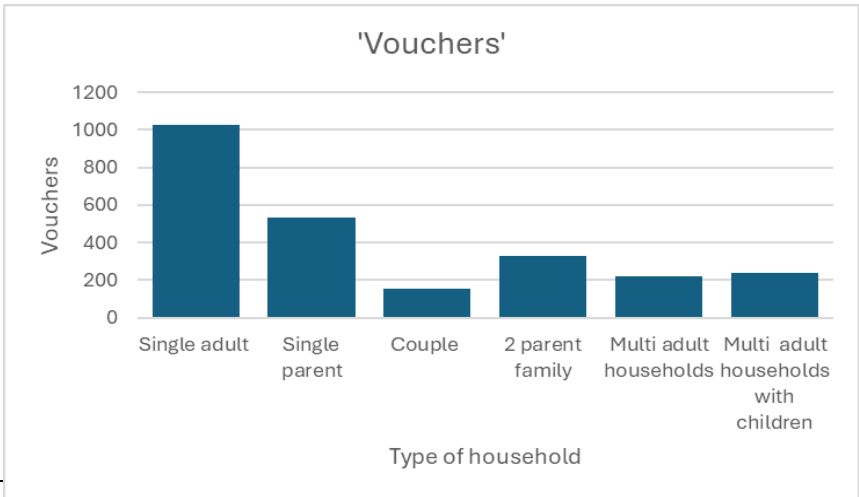
Our approach combines direct assistance with comprehensive support. This includes making referrals to a wide range of partner services and signposting individuals to appropriate support pathways. Through our advocacy and campaigning efforts, we also work to challenge systemic issues that contribute to poverty, amplifying the voices of those with lived experience.

In the 12-month period beginning 1st April 2024, Chichester District Foodbank distributed 6,208 emergency food parcels-a slight decrease of 0.8% compared to the previous year. This reduction, although modest, aligns with our strategic vision to reduce long-term reliance on foodbanks through effective intervention and support.

Despite this decrease, the cost-of-living crisis continues to have a significant impact on our community. We recorded a 5% increase in the number of new clients accessing the Foodbank, indicating ongoing economic pressure. However, the average number of food vouchers issued per client fell from 2.37 to 2.2, reflecting the positive outcomes of improved signposting and referrals, including the support of our Citizens Advice Worker, commissioned in August 2023.

Data collected in 2024/25 revealed that 53% of our clients required support due to the rising cost of essentials-a 10% increase from the previous year. Many of these individuals were either in low-paid employment or struggling to cover basic living costs on their existing benefits, exacerbated by the high cost of living in the district. A further 22% of clients cited physical or mental health challenges as the primary reason for seeking support, representing a slight decrease of 3% from the previous year.

Family size that accesses the Foodbank



CHICHESTER DISTRICT FOODBANK**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2025**

Reasons for referral with responses	No. of fulfilled vouchers with the response	Total fed
Change in work hours	52	127
Unemployment following permanent work	88	179
Unemployment following temporary work	32	89
Delay in or awaiting other income	167	482
Benefit delay	289	694
Benefit deduction due to overpayment or benefit advance	45	113
Benefit reduction due to change in eligibility	58	181
Benefit reduction due to sanction	33	81
Awaiting first benefit payment for less than a month	35	88
Awaiting first benefit payment for more than a month	30	72
Priority debt	292	717
Non-priority debt	145	340
Cost of dependents has increased	213	840
Rising costs of essentials	1304	3316
Other unexpected expense	270	702
Insecurely housed	162	313
No access to financial support due to immigration status	52	155
Loss of support from friends or family	51	126
Change in relationship status	54	149
Domestic abuse	93	277
Change in dependents	35	119
New physical or mental health condition	72	160
Ongoing impact of physical or mental health condition	567	1177
Change in existing physical or mental health condition	24	49
None applicable	3	7

CHICHESTER DISTRICT FOODBANK**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2025****Citizens Advice Worker**

Since April 2024, the foodbank commissioned a full time Citizens Advice Worker. There was a break of 6 months due to staff changes. 199 clients from across the district have been directly referred to him for help. The issues clients are referred for can be found in the table below. It is important to note that often clients have more than one issue that needs addressing.

People Helped

Cumulative	April 2024 to March 2025
The number of new people accessing the service (cumulative)	199

Advice Issues (Count)*

Cumulative	April 2024 to March 2025
Charitable Support, Food Banks & Other	52
Benefits & tax credits	134
Benefits Universal Credit	43
Debt	129
Utilities & communications	40
Housing	43
Financial services & capability	10
Health & community care	4
Employment	29
Relationships & family	8
Immigration & asylum	6
Legal	7
Tax	7
Consumer goods & services	14
Travel & transport	10
Education	4
GVA & Hate Crime	0
Total Count of Issues	540

Income Maximisation Advice - Income Gain Outcomes

Cumulative	April 2024 to March 2025
Income gains for people using the service (total cumulative):	£34,849
Of which Achieved:	£11,080
Of which Expected:	£23,769
Number of people who achieved or are expected to achieve an income gain (cumulative)	19

CHICHESTER DISTRICT FOODBANK

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2025

Buildings and Premises Service Update

Chichester

To better meet demand and align with our strategic goal of supporting individuals out of crisis, Chichester District Foodbank has consolidated its Chichester-based operations into a single site. The warehouse relocated in November 2024, with the office and client-facing areas following in March 2025. We successfully negotiated a ten-year lease at a discounted rate, payable in advance. Refurbishment work was carried out to ensure the new premises on Quarry Lane met the needs of both staff and clients.

Midhurst

We extend our sincere thanks to The Cowdray Estate for their continued support. Following a request to vacate our previous premises at St Anne's, Cowdray generously provided a new site on West Street. This ground-floor location has significantly improved accessibility for staff and volunteers alike.

Petworth

We are grateful to the United Reformed Church for their past support. Due to essential building work, we were required to vacate the premises this year. The Leconfield Estate kindly stepped in to offer a spacious barn on their property. The new site provides improved access, parking, and room for operations-greatly enhancing the service environment.

Selsey

We thank Selsey Methodist Church for their ongoing partnership. Their provision of space for both food storage and client services has enabled us to continue supporting local residents effectively.

Our Foodbank Centres

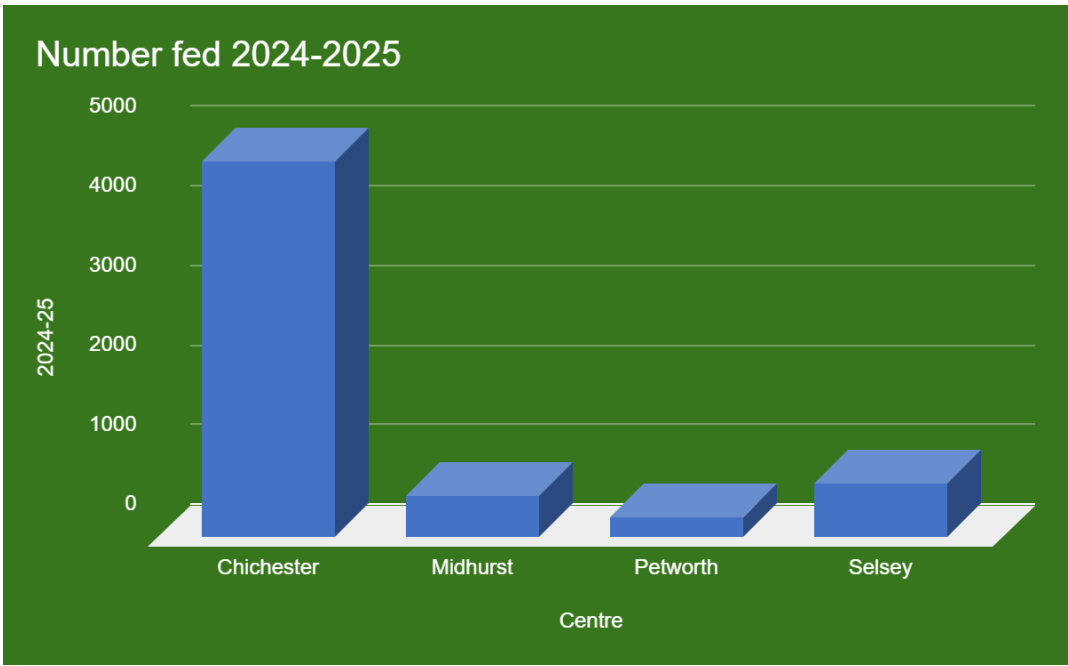
Chichester District spans over 303.6 square miles, and we operate four Foodbank Centres strategically located in Chichester, Selsey, Petworth, and Midhurst.

We collaborate with over 230 local referral agencies, including Citizens Advice, healthcare professionals, social services, schools, and faith-based organisations. These partners issue foodbank vouchers to individuals in crisis, which are exchanged for a three-day emergency food parcel.

Trends in Client Support

All four centres reported a decline in the number of clients served compared to the previous year. This trend reflects the positive outcomes of enhanced support mechanisms, particularly through the dedicated Citizens Advice Worker and improved signposting to appropriate services.

The most notable reductions were seen in Midhurst and Petworth, where the number of clients served dropped by 36%, largely due to long-term clients no longer requiring foodbank support.



CHICHESTER DISTRICT FOODBANK

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

Kids Holiday Lunch Pack Scheme

Since 2016, Chichester District Foodbank has provided targeted support to tackle holiday hunger among children from low-income families. Our Kids Holiday Lunch Pack Scheme ensures that children who rely on free school meals during term time do not go without during school holidays.

Meeting the Need

There are currently over 2,400 children across the district eligible for free school meals due to financial hardship. To ensure our support reaches the families most in need, we work closely with 54 local schools, who help us identify eligible children.

How the Scheme Works

1. Schools provide the number of children requiring support.
2. Unique codes are generated and sent to each school for distribution to families.
3. Families register using these codes via our website.
4. Lunch packs are distributed in the week leading up to each holiday.
5. Midhurst and Petworth: Packs are delivered directly to families.
6. Chichester and Selsey: Families collect lunch packs from designated local churches.

Each Kids Lunch Pack contains enough food to provide 10 lunches over a two-week period and is valued at approximately £30.

Impact in 2024/25

Over the course of the year, we distributed 2,892 Kids Lunch Packs:

- Summer: 950 packs
- Christmas: 1,022 packs
- Easter: 935 packs

These packs not only help to alleviate immediate food insecurity but also offer stability and dignity to families during what can be a stressful time.

Local Mobilisation and Campaign Programme

This year presented both challenges and exciting opportunities for our campaigning work. While the departure of our Campaigns Manager prompted a temporary pause in some activities, we continued to make meaningful strides in our mission to influence systemic change.

One of the key highlights was our collaborative work with Citizens Advice to promote an anti-poverty strategy to Chichester District Council. This initiative represents a significant step forward in our long-term commitment to addressing the root causes of poverty across the district.

As part of our broader strategy, we've also been working to bridge the gap between individuals with lived experience of poverty and the systems designed to support them. Following constructive discussions with Chichester District Council, we recognised the importance of engaging West Sussex County Council, whose decisions often shape district-level policy. As a result, we are now in the planning stages for a series of stakeholder consultation workshops across the county in 2025. These will focus particularly on the experiences and needs of families and disabled people.

At the heart of our approach is the belief that real and lasting change happens when those affected by poverty are actively involved in creating the solutions. With this principle in mind, we are exploring the feasibility of launching a Poverty Truth Commission in Chichester District in 2026. This initiative would bring together people with lived experience, community leaders, and policymakers to engage in honest dialogue and co-create pathways toward a more just and inclusive future.

Lived Experience Programme

Over the past year, our Lived Experience Programme has grown significantly, offering a wide range of engagement opportunities for individuals and families facing hardship. Through innovative outreach, creative partnerships, and inclusive events, we have strengthened our commitment to listening, learning, and taking action with the community we serve.

Our family engagement events have now reached all regional hubs, ensuring every area within our network has benefited from hands-on workshops that blend food education, enjoyable activities, and space for families to share their lived experiences directly. These events have been invaluable in shaping our understanding and response to local needs.

CHICHESTER DISTRICT FOODBANK

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

We were honoured to be invited by the Trussell Trust to contribute to the development of their new strategic direction. Over the course of the year, we convened regular gatherings with individuals who have accessed our food banks, creating an empowering platform for their voices to be heard. Their insights have played a pivotal role in influencing the future of food bank services.

Our Stand Stronger Together programme continues to thrive as a welcoming community hub, where individuals can find connection, peer support, and access to essential services. The presence of Citizens Advice at every session, alongside monthly visits from other partners including Carers Support and Samaritans, has added immense value. Participants can enjoy a meal, access fresh produce without a voucher, use our clothes swap rail, and join monthly 'make-do and mend' sessions. While kitchen limitations at Quarry Lane have led us to adapt how we provide food, our dedicated volunteer Denise has ensured we continue to offer warm, nourishing meals in creative ways. We are now actively tracking signposts and referrals to ensure that individuals are benefiting fully from the support available.

In an exciting creative collaboration, we partnered with Chichester College's Art Department, providing students with a design brief for the Stand Stronger Together group. The resulting work was outstanding, and selected designs will soon be showcased in our reception area. The winning entry will also be featured on our new promotional flyer.

February saw the launch of Bites on a Budget, a vibrant, community-driven cookery project. Supported by local funding through Match My Project, and hosted by Swanfield Community Centre, the programme included four workshops led by a professional chef. Participants committed to the full course, learning practical, budget-friendly cooking skills. We were pleased to offer spaces to clients from Sanctuary, responding to feedback around unfamiliarity with some food items in emergency parcels. One participant has since offered to volunteer, highlighting the lasting impact of the initiative. A supporting recipe booklet is in development and will be distributed with our KLPs this summer and shared with clients more broadly.

Our Picnic in the Park event, held during the summer holidays, brought local families and organisations together for a day of fun, games, and community-building. The event was a resounding success, and we are excited to host a similar event again this year.

Looking Ahead

We have an ambitious and engaging programme planned for the year ahead, including:

- Expansion of our outreach cooking workshops, starting with a Bites on a Budget pop-up in Midhurst
- Launch of the Football vs Hunger Campaign
- Guarantee Essentials Campaign leading up to Lobby Day in Parliament on June 18th
- Return of Picnic in the Park - Chichester
- Introduction of Think Thursdays: drop-in sessions offering holistic support to address the root causes of food bank usage

Through our outreach and participation work, we have directly engaged 160 individuals this year, while also building strong networks with professionals and community organisations. These collective efforts are key to creating more resilient and empowered communities.

Staffing Developments

This year has marked a period of positive transformation within our team, bringing opportunities to enhance our structure and strengthen our capacity.

In May 2024, we conducted a strategic review of our staffing model. As part of this process, we streamlined our administrative functions, which included transitioning from a part-time administrative assistant role to the appointment of a full-time Office Manager. This change has effectively supported a reduction in the CEO's operational workload and improved day-to-day efficiency.

We also marked a significant leadership transition. After 13 years of visionary service, our founder, Joanne Kondabeka, stepped down as CEO in November 2024. We are deeply grateful for Joanne's unwavering dedication in establishing and leading the foodbank. Her impact will continue to shape our mission for years to come.

We are pleased to announce the promotion of Sarah Adams, our Operations Manager, to the role of CEO-bringing continuity and fresh perspective to our leadership team.

Additional internal adjustments have allowed us to further align roles with organisational priorities. The responsibilities of the Campaigns & Mobilisation Manager have been effectively integrated into the Lived Experience Coordinator role, creating a more cohesive approach to advocacy and community engagement.

CHICHESTER DISTRICT FOODBANK

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

During this period, our Communications Officer began maternity leave, and we've ensured continued communications support through temporary cover.

As the financial year concludes, we are embracing the opportunity to restructure our staffing arrangements with a focus on engaging more strategically placed volunteers, ensuring we remain agile and resourceful in achieving our goals.

Partnerships and Collaboration

Chichester District Foodbank is deeply grateful for the ongoing support and collaboration of our partners. Together, we work to provide not only emergency food but also wraparound support that addresses the wider causes and effects of poverty. In 2024/25, we partnered with over 230 local agencies, each playing a vital role in helping people through crisis.

Referral Agencies and Local Networks

- 230+ care professionals and community agencies hold Foodbank vouchers and refer individuals and families in crisis.
- The Arun and Chichester Food Partnership, of which we are a founding member, continues its work to reduce food insecurity and waste. Our CEO remains active on its Steering Group.
- CHI-Hub: We launched our first referral partnership pilot, designed to help individuals access early support before reaching crisis. Additional hubs are planned for the coming year.

Client Support and Wellbeing Services

- Chichester Harbour Rotary Club: Offers access to nearly new clothing, bedding, towels, furniture, and white goods. Weekly presence in Chichester; other centres request items via email.
- Samaritans: Provide emotional support onsite at Chichester Centre biweekly and offer training in active listening for our team. Contact information is included in every food parcel.
- Carers Support: Attend monthly sessions in Chichester and accept direct referrals from other centres to support clients who are carers.
- Selsey Community Forum: In partnership since the pandemic, we provide food and they deliver services including debt advice to vulnerable residents.
- Chichester District Council - 'Supporting You': Provide financial inclusion advice weekly in Chichester, with referral options for other centres.

Practical Support and Essentials

- The Hygiene Bank: Supplies essential toiletries, sanitary products, and household items for distribution alongside food parcels.
- UK Harvest: Supplies fresh fruit and vegetables and works with us at pop-up pantries, where we provide signposting and support services.
- Panther Van Hire: Generously lends a van twice weekly, allowing us to collect donations and distribute food to our centres.
- Fire and Rescue Service: Attend monthly at Chichester and Selsey to offer fire safety advice and arrange smoke alarm installations.
- Hyde Housing: Visit Chichester and Selsey monthly to advise clients on housing-related matters.
- RSPCA: Attend monthly in Chichester, offering free pet advice, microchipping, neutering, and training.

Looking Ahead

Our partnerships continue to grow in both scope and impact. By working collaboratively, we ensure that individuals receive not only food, but the dignity, advice, and support they need to take steps out of crisis and into stability. We remain committed to expanding these partnerships and developing innovative projects-like the CHI-Hub-to meet emerging needs in our community.

Public Support

Chichester District Foodbank is deeply reliant on the generosity of the local community. This year, we saw an exceptional response from individuals, schools, churches, businesses, and organisations across the district.

Donated Goods

In the 2024/25 reporting year, a total of 95,127.02 kg of food, toiletries, and household cleaning products were donated. These vital contributions enabled us to distribute 93,793.17 kg through:

- Three-day emergency food parcels for individuals and families in crisis
- Kids Lunch Packs to support children during school holidays

Despite the generosity of donors, there was a notable shortfall in key items, leading to a rise in purchased food. In 2023, purchased food represented 6.4% of all stock used; this rose to 12.6% in 2024, highlighting increased pressure on donation volumes.

CHICHESTER DISTRICT FOODBANK

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

Gifts in Kind

We are especially thankful for corporate partners who continue to support our mission with in-kind donations:

- Panther Van Hire: Provide a van twice weekly for the collection and delivery of food donations.
- Wiley Publishers: Supply the cardboard boxes used for both Kids Lunch Packs and Emergency Food Parcels.

Thank You to Our Supporters

To all who support Chichester District Foodbank-whether through food, funds, time, or advocacy-thank you. Your contributions have made a tangible difference to those facing food insecurity in our community.

Since opening in September 2012, we have supported 66,132 individuals, including 36,326 children, up to March 2025. This figure includes those supported through our Lunch Pack schemes, which provide vital support during school holidays.

FUTURE DEVELOPMENTS

Rural Access and Outreach

We recognise that geographic barriers can prevent people in remote areas from accessing support. The Foodbank is actively exploring solutions to improve accessibility in rural parts of the district, ensuring services are better aligned with local need.

Community Service and Skills Development

We remain committed to offering meaningful opportunities through community service placements. These roles are available via probation services, colleges, job clubs, and other organisations, providing valuable experience and a chance to give back.

Volunteers: The Heart of Our Work

Chichester District Foodbank continues to benefit immensely from the dedication and generosity of our volunteer community. The Trustees remain deeply grateful to the 290 volunteers who regularly contribute their time and energy to ensure the smooth operation of the Foodbank.

Although we do not maintain formal timekeeping records, we estimate that our volunteers collectively contribute over 45,000 hours annually, based on an average of three hours per week per volunteer. Valued at the current UK living wage, this equates to a contribution worth approximately £548,100 per year.

This voluntary support is not just invaluable-it is foundational to the continued operation of the charity. Without it, our ability to meet demand and deliver essential services would not be possible.

ACHIEVEMENT AND PERFORMANCE

Fundraising

Chichester District Foodbank is committed to maintaining the highest standards of fundraising practice and donor transparency. While not currently registered with the Fundraising Regulator due to our size, we are fully committed to the principles outlined in the Code of Fundraising Practice.

How We Fundraise

Fundraising activities are conducted by a combination of staff and volunteers, all of whom operate in line with legal and ethical guidelines. The charity also partners with Bankuet, a professional fundraising platform that enables supporters to make monetary donations toward the bulk purchase of food.

- Every £1 donated via Bankuet is used directly to purchase food at discounted rates.
- There are no additional platform or administrative fees deducted from Bankuet donations.

We ensure compliance with all relevant legislation, including the Charities Act 2016, and this report fulfils the disclosure requirements relating to fundraising standards, practices, and oversight.

It cost £372,659 to provide the Foodbank's services during the year to 31 March 2025. The normal running costs were covered by generous donations from individuals and businesses. It is encouraging to note the increase in the number of regular donors.

CHICHESTER DISTRICT FOODBANK

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

Restricted Grants

WSSC £20,000 - restricted to Kids Lunch Pack Scheme

Chichester District Council £15,000 - restricted to developing Foodbank services North of the Downs

Chichester City Council £3,000 - restricted for furniture at the new premises

Trussell Trust Pathfinder Grant £41,914 - restricted for Citizens Advice Worker, Local Mobilisation and Campaigns Manager and Communications Officer.

Neighbourly Community Fund £2,050 - restricted to Kids Lunch Pack Scheme

Sussex Community Foundation £3,000 - restricted to Kids Lunch Pack Scheme

John Lewis £667 - restricted to Kids Lunch Pack Scheme

Hyde Charitable Trust £1,000 - restricted to staff support

Unrestricted Grants

Postcode Lottery £20,000

WSSC £7,750

Tesco £1,412

Trussell Trust £355

John Lewis £2,000

Neighbourly Community Fund £1,000

The rest of the funding came from the local community through regular and one-off donations. Fundraising involves writing grant funding applications and encouraging regular and one-off donations from local supporters, businesses and community groups across the District. Enthuse, winners of an Institute of Fundraising award in 2019, provide the Foodbank's online giving platform and the Charity ensures they comply with the Code of Fundraising Practice. In accordance with GDPR regulations the Charity's privacy policy is outlined on its website. Supporters' data is held securely and only used to send Foodbank newsletters or similar communications. Supporters can choose to unsubscribe from the list at any time.

Financial position

The Charity received support during the year from statutory authorities, grant making trusts, churches, individuals and community groups. Income was £299,869 (2024: £328,001).

Charitable activity costs totalled £372,659 (2024: £276,549).

The net deficit for the year of £72,790 can mainly be attributed to building and equipment costs associated with the new warehouse and salaries costs for staff previously funded by the Trussell Trust Pathfinders grant. Whilst acknowledging this deficit was always likely during the transitional year of 2024-25, the Trustees have approved a balanced budget for 2025-26 and a medium-term strategy of making modest annual surpluses thereafter.

At 31 March 2025 the charity held: restricted reserves of £nil (2024: £17,988), designated funds of £94,625 (2024: £360,451) to meet development activities as stated in the revised Reserves Policy, Premises fund of £241,024 (2024: £nil) to cover the Operating Lease of the new premises at Quarry Lane, Chichester and unrestricted general reserves of £110,000 (2024: £140,000) excluding fixed assets.

Investment policy and objectives

Under its constitution the Charity has the power to invest funds in the furtherance of its charitable objectives. Investments must be made in the same manner and subject to the same conditions as are permitted by the Trustee Act 2000. Other than funds on deposit with its bankers the Charity does not currently hold any investments. If at a future date funds are invested elsewhere the trustees will have regard to the need to consider socially responsible investments.

Reserves policy

The Trustees retain sufficient reserves to meet all financial obligations and ensure the prudent management of the activities of the charity. The nature of the charity's activities can be volatile with the needs of clients fluctuating seasonally, with changes in personal finances and as a result of national economic factors. Income from donations and grants also vary considerably. Consequently, the Trustees agreed to establish a minimum level of £110,000 General Reserve deemed to be sufficient to meet the equivalent of 6 months of normal operating costs of running the charity and staff redundancy costs in the event the charity ceases to operate.

CHICHESTER DISTRICT FOODBANK

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

Recent changes in running costs, upfront payment of rent on the new premises at Quarry Lane and staff changes necessitated a review of the amount of General Reserve. Consequently, the Trustees approved a reduction in the General Reserve from £140,000 in 2023-24 to £110,000 in 2024-25. This will free up funds available for building adaptations and equipment at the new premises.

In October 2024, the charity took out a 10-year lease on new premises at Quarry Lane, Chichester. A payment of £274,537 covered advance payment of the rent and associated service charges and professional fees. This was met from the Designated Fund which explains the significant drop in the Fund balance during the year. The rent element is shown in the accounts as a prepayment.

The special Designated Fund balance of £94,876 is held for specific financial commitments as the charity continues to grow to meet the anticipated future demand for its services arising from the cost-of-living crisis. The Fund is designated for future development activities as outlined in the report above.

Due to the nature of the charity this Policy is to be reviewed annually as part of the preparation of the Annual Report and Accounts.

Going concern

After making appropriate enquiries, the Trustees have a strong expectation that the Charity has adequate resources to continue its operations for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements.

Risk management

The Trustees acknowledge they have a duty to identify and review the risks to which the Charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. They have put in place procedures to identify, monitor and review these risks. A Risk, Mitigation and Effectiveness Assessment is reviewed annually with periodic updates in between. Health and safety, safeguarding and financial procedures are standing items on the monthly Trustees' meetings with major reviews carried out annually.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

Recruitment and appointment of new trustees

The Charity's constitution specifies that there must be at least three and not more than ten Trustees who serve for a period of three years. They can be reappointed but cannot serve for more than three consecutive terms. In selecting individuals for appointment regard is taken of the skills, knowledge and experience needed for the Charity's effective administration. Before appointment Trustees must confirm that they are in sympathy with the Charity's Christian basis and are briefed on the Charity's activities. On appointment they complete Fit and Proper Person forms and Declarations of Interests. New Trustees are supplied with a copy of the governing document and with appropriate Charity Commission publications. All Trustees take seriously the obligation to maintain their knowledge. Appropriate training is provided.

Executive Remuneration

The Charity does not have a written remuneration policy. It reviews salaries each year and seeks to benchmark against comparable organisations.

Trustees do not receive any payment or benefits for their work either as Trustees or as volunteers.

Patron

The Charity is honoured by Imogen Stubbs' continuing in her role of patron.

Reporting Serious Incidents

In line with the Charity Commission's guidance on reporting serious incidents, the Trustees declare that during the reporting period there were no serious incidents that they have failed to bring to the Commission's attention.

CHICHESTER DISTRICT FOODBANK

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

STRUCTURE, GOVERNANCE AND MANAGEMENT

Safeguarding

The Charity works with adults with care and support needs and has contact with children. It has written safeguarding policies.

Independent Examiner

Sarah Alexander of Lewis Brownlee is appointed as the Charity's Independent Examiner.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1155197

Principal address

Unit 10
Chichester Trade Centre
Quarry Lane
Chichester
West Sussex
PO19 8ET

Trustees

R Meredith Chairman
P Collins (resigned 10/09/2024)
S Chadwick
D Grove
J Roberts (resigned 20/03/2025)
E Thompson
J Turner (appointed 24/04/2025)
M Webb (appointed 24/04/2025)

Patron

Imogen Stubbs

CEO

Sarah Adams

Independent Examiner

Sarah Alexander FCCA FCA
Lewis Brownlee (Chichester) Limited
Chartered Accountants
Appledram Barns
Birdham Road
Chichester
West Sussex
PO20 7EQ

Bankers

CAF Bank Limited
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

Approved by order of the board of trustees on 08/07/2025 and signed on its behalf by:



.....
R Meredith - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
CHICHESTER DISTRICT FOODBANK**

Independent examiner's report to the trustees of Chichester District Foodbank

I report to the charity trustees on my examination of the accounts of Chichester District Foodbank (the Trust) for the year ended 31 March 2025.

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 Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under Section 145(5)(b) of the Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no material 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 Trust 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 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.



Sarah Alexander FCCA FCA

Lewis Brownlee (Chichester) Limited
Chartered Accountants
Appledram Barns
Birdham Road
Chichester
West Sussex
PO20 7EQ

Date: 15 July 2025

CHICHESTER DISTRICT FOODBANK

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2025**

		Unrestricted funds £	Restricted funds £	2025 Total funds £	2024 Total funds £
	Notes				
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	272,732	13,544	286,276	320,737
Investment income	3	13,593	-	13,593	7,264
Total		<u>286,325</u>	<u>13,544</u>	<u>299,869</u>	<u>328,001</u>
 EXPENDITURE ON					
Raising funds	4	1,902	972	2,874	2,752
Charitable activities	5				
Foodbank Operation		237,463	132,322	369,785	273,797
Total		<u>239,365</u>	<u>133,294</u>	<u>372,659</u>	<u>276,549</u>
 NET INCOME/(EXPENDITURE)					
Transfers between funds	12	46,960 (101,762)	(119,750) 101,762	(72,790) -	51,452 -
Net movement in funds		(54,802)	(17,988)	(72,790)	51,452
 RECONCILIATION OF FUNDS					
Total funds brought forward		500,451	17,988	518,439	466,987
 TOTAL FUNDS CARRIED FORWARD		<u>445,649</u>	<u>-</u>	<u>445,649</u>	<u>518,439</u>

The notes form part of these financial statements

CHICHESTER DISTRICT FOODBANK

**BALANCE SHEET
31 MARCH 2025**

	Notes	Unrestricted funds £	Restricted funds £	2025 Total funds £	2024 Total funds £
FIXED ASSETS					
Tangible assets	9	46,694	-	46,694	586
CURRENT ASSETS					
Debtors	10	262,395	-	262,395	8,154
Cash at bank		<u>139,722</u>	<u>-</u>	<u>139,722</u>	<u>516,224</u>
		402,117	-	402,117	524,378
CREDITORS					
Amounts falling due within one year	11	(3,162)	-	(3,162)	(6,525)
NET CURRENT ASSETS		<u>398,955</u>	<u>-</u>	<u>398,955</u>	<u>517,853</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>445,649</u>	<u>-</u>	<u>445,649</u>	<u>518,439</u>
NET ASSETS		<u>445,649</u>	<u>-</u>	<u>445,649</u>	<u>518,439</u>
FUNDS	12				
Unrestricted funds				445,649	500,451
Restricted funds				-	<u>17,988</u>
TOTAL FUNDS				<u>445,649</u>	<u>518,439</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 8 July 2025 and were signed on its behalf by:



.....
R Meredith - Trustee

The notes form part of these financial statements

CHICHESTER DISTRICT FOODBANK

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Financial reporting standard 102 - reduced disclosure exemptions

The charity has taken advantage of the following disclosure exemption in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Tangible fixed assets transferred from the Chichester Family Church's Foodbank Project on 1 April 2014 were not valued and have not been capitalised and therefore no depreciation is provided. Fixed assets costing £1,000 or more are capitalised and depreciated at 25% per annum on a straight-line basis. Assets costing less than £1,000 are written off in the year of purchase.

Taxation

The charity is exempt from tax on its charitable activities.

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.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

CHICHESTER DISTRICT FOODBANK

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2025**

2. DONATIONS AND LEGACIES

	2025	2024
	£	£
Donations	148,248	182,122
Gift aid	19,881	20,952
Legacies	-	2,042
Grants	<u>118,147</u>	<u>115,621</u>
	<u>286,276</u>	<u>320,737</u>

Grants received, included in the above, are as follows:

	2025	2024
	£	£
Other Grants	-	850
Trussell Trust	42,268	72,441
West Sussex County Council	27,750	32,375
Sussex Community Foundation	3,000	5,000
Arun & Chichester Food Partnership	-	2,000
Southern Co-op	-	1,900
Neighbourly Community Fund	2,050	1,055
Chichester District Council	18,000	-
Postcode Lottery	20,000	-
John Lewis	2,667	-
Hyde Charitable Trust	1,000	-
Tesco	<u>1,412</u>	-
	<u>118,147</u>	<u>115,621</u>

3. INVESTMENT INCOME

	2025	2024
	£	£
Deposit account interest	<u>13,593</u>	<u>7,264</u>

4. RAISING FUNDS

Raising donations and legacies

	2025	2024
	£	£
Fundraising costs	<u>2,874</u>	<u>2,752</u>

CHICHESTER DISTRICT FOODBANK

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2025

5. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 6) £	Totals £
Foodbank Operation	<u>367,715</u>	<u>2,070</u>	<u>369,785</u>

6. SUPPORT COSTS

	Governance costs £
Foodbank Operation	<u>2,070</u>

Bookkeepers' fees of £5,400 (2024: £4,090) that might be regarded as support costs have been included in direct charitable costs on the basis that they are part of the expense of the charitable activities of the Charity.

Included in governance costs are independent examiner fees of £1,750 (2024: £1,320).

7. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2025 nor for the year ended 31 March 2024.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2025 nor for the year ended 31 March 2024.

8. STAFF COSTS

	2025 £	2024 £
Wages and salaries	167,042	139,624
Social security costs	8,878	7,355
Other pension costs	<u>5,042</u>	<u>3,876</u>
	<u>180,962</u>	<u>150,855</u>

The average monthly number of employees during the year was as follows:

	2025	2024
Administration	<u>8</u>	<u>7</u>

No employees received emoluments in excess of £60,000.

CHICHESTER DISTRICT FOODBANK

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2025**

9. TANGIBLE FIXED ASSETS

	Plant and machinery £	Fixtures and fittings £	Totals £
COST			
At 1 April 2024	29,190	-	29,190
Additions	-	50,506	50,506
Disposals	(29,190)	-	(29,190)
At 31 March 2025	<u>-</u>	<u>50,506</u>	<u>50,506</u>
DEPRECIATION			
At 1 April 2024	28,604	-	28,604
Charge for year	335	3,812	4,147
Eliminated on disposal	(28,939)	-	(28,939)
At 31 March 2025	<u>-</u>	<u>3,812</u>	<u>3,812</u>
NET BOOK VALUE			
At 31 March 2025	<u>-</u>	<u>46,694</u>	<u>46,694</u>
At 31 March 2024	<u>586</u>	<u>-</u>	<u>586</u>

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2025 £	2024 £
Trade debtors	-	1,203
Other debtors	2,186	2,379
Prepayments and accrued income	<u>71,772</u>	<u>4,572</u>
	<u>73,958</u>	<u>8,154</u>
Debtors due after more than one year:		
Prepayments and accrued income	<u>188,437</u>	<u>-</u>
	<u>262,395</u>	<u>8,154</u>

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2025 £	2024 £
Trade creditors	842	3,012
Taxation and social security	1,060	2,563
Other creditors	<u>1,260</u>	<u>950</u>
	<u>3,162</u>	<u>6,525</u>

CHICHESTER DISTRICT FOODBANK

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2025**

12. MOVEMENT IN FUNDS

	At 1/4/24 £	Net movement in funds £	Transfers between funds £	At 31/3/25 £
Unrestricted funds				
General fund	140,000	46,960	(76,960)	110,000
Designated fund	360,451	-	(265,826)	94,625
Operating Lease/Premises Fund	-	-	241,024	241,024
	<u>500,451</u>	<u>47,211</u>	<u>(101,762)</u>	<u>445,649</u>
Restricted funds				
Midhurst Centre	-	(50,453)	50,453	-
Petworth Centre	-	(26,819)	26,819	-
Selsey Centre	-	(42,478)	42,478	-
Holiday Lunch Packs fund	4,923	-	(4,923)	-
Salary fund	13,065	-	(13,065)	-
	<u>17,988</u>	<u>(119,750)</u>	<u>101,762</u>	<u>-</u>
TOTAL FUNDS	<u>518,439</u>	<u>(72,790)</u>	<u>-</u>	<u>445,649</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	286,325	(239,365)	46,960
Restricted funds			
Midhurst Centre	11,152	(61,605)	(50,453)
Petworth Centre	2,392	(29,211)	(26,819)
Selsey Centre	-	(42,478)	(42,478)
	<u>13,544</u>	<u>(133,294)</u>	<u>(119,750)</u>
TOTAL FUNDS	<u>299,869</u>	<u>(372,659)</u>	<u>(72,790)</u>

CHICHESTER DISTRICT FOODBANK

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2025**

12. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1/4/23 £	Net movement in funds £	Transfers between funds £	At 31/3/24 £
Unrestricted funds				
General fund	100,000	117,560	(77,560)	140,000
Designated fund	<u>320,162</u>	<u>-</u>	<u>40,289</u>	<u>360,451</u>
	420,162	117,560	(37,271)	500,451
Restricted funds				
Midhurst Centre	9,223	(39,532)	30,309	-
Petworth Centre	916	(5,117)	4,201	-
Selsey Centre	-	(29,590)	29,590	-
Holiday Lunch Packs fund	11,939	3,864	(10,880)	4,923
Salary fund	<u>24,747</u>	<u>4,267</u>	<u>(15,949)</u>	<u>13,065</u>
	<u>46,825</u>	<u>(66,108)</u>	<u>37,271</u>	<u>17,988</u>
TOTAL FUNDS	<u><u>466,987</u></u>	<u><u>51,452</u></u>	<u><u>-</u></u>	<u><u>518,439</u></u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	243,199	(125,639)	117,560
Restricted funds			
Midhurst Centre	14,187	(53,719)	(39,532)
Petworth Centre	8,792	(13,909)	(5,117)
Selsey Centre	998	(30,588)	(29,590)
Holiday Lunch Packs fund	30,833	(26,969)	3,864
Salary fund	<u>29,992</u>	<u>(25,725)</u>	<u>4,267</u>
	<u>84,802</u>	<u>(150,910)</u>	<u>(66,108)</u>
TOTAL FUNDS	<u><u>328,001</u></u>	<u><u>(276,549)</u></u>	<u><u>51,452</u></u>

CHICHESTER DISTRICT FOODBANK

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2025

12. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1/4/23 £	Net movement in funds £	Transfers between funds £	At 31/3/25 £
Unrestricted funds				
General fund	100,000	164,520	(154,520)	110,000
Designated fund	320,162	-	(225,537)	94,625
Operating Lease/Premises Fund	-	-	241,024	241,024
	420,162	164,520	(139,033)	445,649
Restricted funds				
Midhurst Centre	9,223	(89,985)	80,762	-
Petworth Centre	916	(31,936)	31,020	-
Selsey Centre	-	(72,068)	72,068	-
Holiday Lunch Packs fund	11,939	3,864	(15,803)	-
Salary fund	24,747	4,267	(29,014)	-
	46,825	(185,858)	139,033	-
TOTAL FUNDS	<u>466,987</u>	<u>(21,338)</u>	<u>-</u>	<u>445,649</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	529,524	(365,004)	164,520
Restricted funds			
Midhurst Centre	25,339	(115,324)	(89,985)
Petworth Centre	11,184	(43,120)	(31,936)
Selsey Centre	998	(73,066)	(72,068)
Holiday Lunch Packs fund	30,833	(26,969)	3,864
Salary fund	29,992	(25,725)	4,267
	98,346	(284,204)	(185,858)
TOTAL FUNDS	<u>627,870</u>	<u>(649,208)</u>	<u>(21,338)</u>

Transfers between funds

In accordance with the Reserves Policy (see page 9) the General Reserve of £110,000 is deemed to be sufficient to meet the equivalent of 6 months of normal operating costs. The excess funds are held in the Designated Fund which will be held for specific financial commitments as the charity continues to grow to meet the anticipated future demand for its services across the whole of the Chichester District.

A transfer of £50,453 was made from the General Fund to the Midhurst Centre to clear the fund deficit.

A transfer of £26,819 was made from the General Fund to the Petworth Centre to clear the fund deficit.

CHICHESTER DISTRICT FOODBANK

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2025**

12. MOVEMENT IN FUNDS - continued

Transfers between funds - continued

A transfer of £42,478 was made from the General Fund to the Selsey Centre to clear the fund deficit.

A transfer of £4,923 was made from Holiday Lunch Packs Fund to the General Fund as the fund was fully spent in the year.

A transfer of £13,065 was made from the Salary Fund to the General Fund as the fund was fully spent in the year.

During the year a new designated operating lease fund was established in the year to hold the future lease payments of the new Quarry Lane property.

13. RELATED PARTY DISCLOSURES

The Transformation Centre provided the charity with premises for the year at an annual rent of £17,376. Bruno Kondabeka, the former CEO's husband, is also a trustee of the Transformation Centre.

Accounts

**Report of the Trustees and
Financial Statements for the Year Ended 31st March 2024
for
Chichester District Foodbank**

Sheen Stickland
Chartered Accountants
7 East Pallant
Chichester
West Sussex
PO19 1TR

	Page
Report of the Trustees	1 to 9
Independent Examiner's Report	10
Statement of Financial Activities	11
Balance Sheet	12
Notes to the Financial Statements	13 to 20

**Report of the Trustees
for the Year Ended 31st March 2024**

The trustees present their report with the financial statements of the charity for the year ended 31st March 2024. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Vision

To end poverty and hunger in Chichester District

Mission

Bringing communities together to end hunger and poverty in Chichester District by providing compassionate, practical help with dignity, whilst challenging injustice.

Impact statement

We support people experiencing hardship to end hunger and poverty in Chichester District.

ACHIEVEMENT AND PERFORMANCE

Organisational summary

Chichester District Foodbank supports people experiencing hardship to end hunger and poverty in our district. We do this by giving people emergency food and household essentials. At the same time, we listen to people and help them improve the situations that have led them to experience poverty.

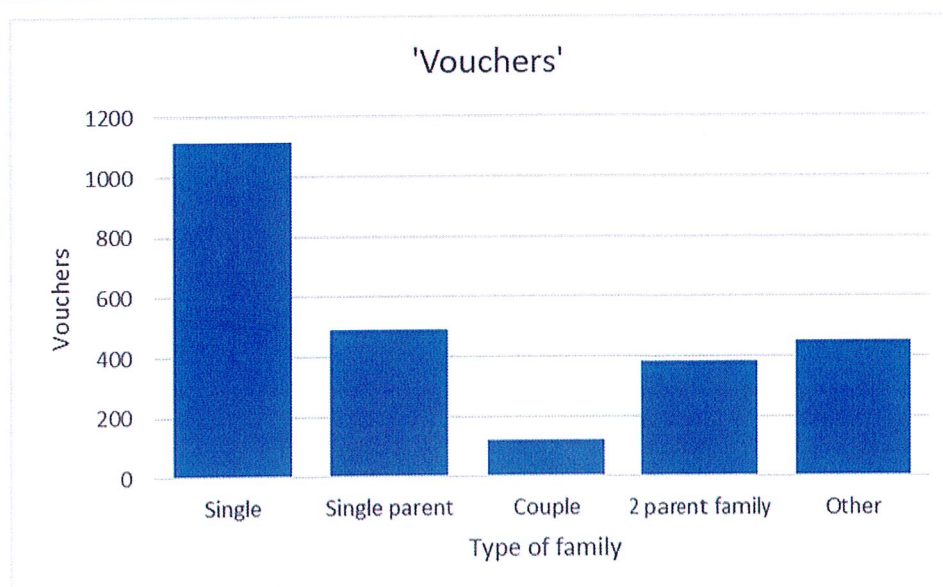
We offer direct support, referrals to a wide range of services and signposting to relevant support. We challenge unfair systems that drive people into poverty through our campaigns and seek to give people who have experienced poverty a voice.

In the year starting 1st April 2023, Chichester District Foodbank saw a small decrease in the number of food parcels that were given out compared to the previous year. Our end of year statistics showed that 6,258 emergency food parcels were provided to people facing hardship by the Foodbank in the past 12 months. This showed a 11% decrease in the number of emergency food parcels distributed compared to the same period last year. This decrease reflects our vision to end the need for foodbanks and the impact of our intervention work on people accessing our service. Our figures for 23/24 show that we are still seeing an increase in the number of new clients come to the foodbank due to the cost-of-living crisis, but we are also seeing the average number of vouchers per client go down because of the improved signposting and referrals to other agencies and to our Citizens Advice Worker, who we commissioned in August 23. Average vouchers per person is currently 2.25, as opposed to 2.97 per person in the previous year. We have also seen a drop in numbers in the months where the government makes a cost of living payment.

During 23/24 we found 43% of all our clients needed our service because of the rising cost of essentials. These clients were either earning a low wage or could not manage on their benefits due to the fact they were living in a District with a high cost of living. 25% of our clients used our service due to the impact of physical or mental health conditions.

Report of the Trustees
for the Year Ended 31st March 2024

Reasons for referral	No. of vouchers fulfilled	Total fed
Change in work hours	66	226
Unemployment following permanent work	117	337
Unemployment following temporary work	46	99
Delay in or awaiting other income	219	556
Benefit delay	302	706
Benefit deduction due to overpayment or benefit advance	27	77
Benefit reduction due to change in eligibility	36	114
Benefit reduction due to sanction	33	86
Awaiting first benefit payment for less than a month	28	51
Awaiting first benefit payment for more than a month	29	70
Priority debt	249	648
Non-priority debt	113	245
Cost of dependents has increased	113	424
Rising costs of essentials	1057	2653
Other unexpected expense	195	515
Insecurely housed	149	250
No access to financial support due to immigration status	28	70
Loss of support from friends or family	80	173
Change in relationship status	39	101
Domestic abuse	62	159
Change in dependents	30	112
New physical or mental health condition	107	277
Ongoing impact of physical or mental health condition	544	1181
None applicable	101	257
Declined to answer	18	38
Unable to ask	253	599
Change in existing physical or mental health condition	39	95



Family size that accesses the Foodbank

**Report of the Trustees
for the Year Ended 31st March 2024**

Citizens Advice Worker

Since the foodbank commissioned the Citizens Advice Worker August 2023, 210 clients from across the district have been directly referred to him for help. The issues clients are referred for can be found in the table below. It is important to note that often clients have more than one issue that needs addressing.

Issues	Total Issues	Total Clients
Benefits & tax credits	114	77
Benefits Universal Credit	25	22
Charitable Support & Food Banks	5	5
Consumer goods & services	10	11
Debt	139	66
Employment	33	21
Financial services & capability	56	42
GVA & Hate Crime	0	0
Health & community care	3	3
Housing	36	27
Legal	4	3
Other	12	2
Relationships & family	7	6
Tax	2	2
Travel & transport	5	5
Utilities & communications	72	51

Financial Outcomes and Managed Debt

	Q2	Q3	Q4
Number of clients with financial outcomes	4	6	17
Total value of outcomes (£)	£5,379	£2,400	£29,682
Average income gain (£)	£1,345	£400	£1,746
Number of clients with debt issue codes	7	12	12
Total debt managed	£6,135	£8,620	£79,077

Buildings

Chichester

In order to continue meeting demand and fulfilling our strategic aims to support people out of their situation Chichester District Foodbank is looking to place all its Chichester operations into one building, which would provide extra space for the warehouse, staff team and enable more agencies to attend sessions to support clients. We are presently negotiating on a warehouse space in Quarry Lane. This will have a financial implication for the Foodbank.

Midhurst

We wish to thank The Cowdray Estate for their continued support and the use of a building to store food.

Petworth

We wish to thank the United Reform Church for their support and the use of a room to store food. This facility has been of considerable benefit to the operation of the Foodbank for many years. A search is underway for a replacement accommodation in Petworth.

Report of the Trustees for the Year Ended 31st March 2024

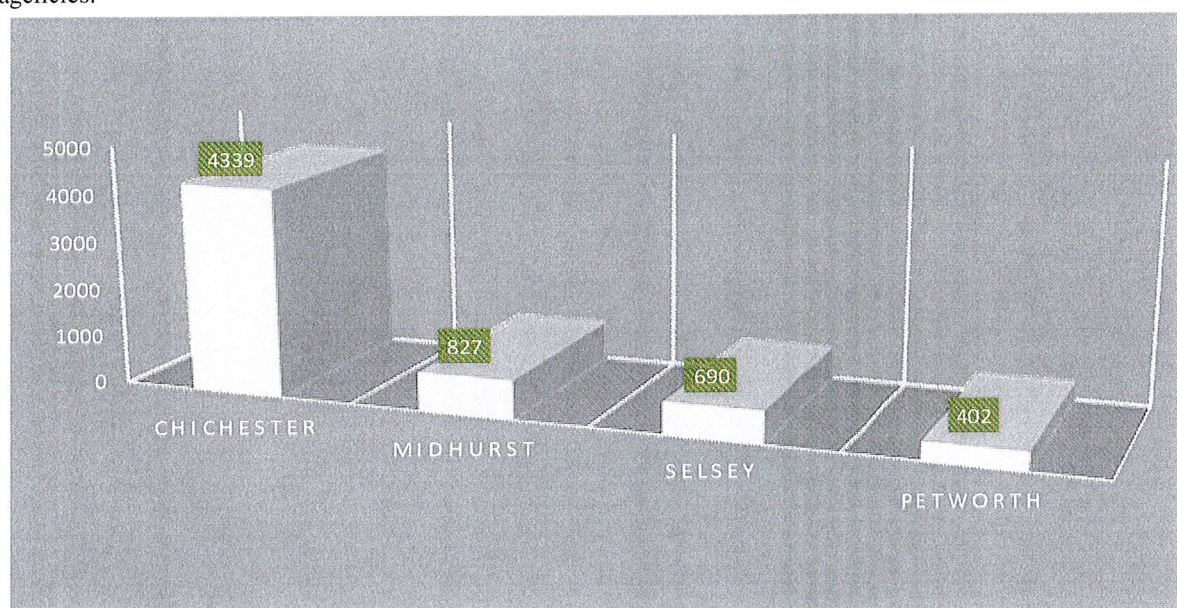
Selsey

We wish to thank Selsey Methodist Church for their continued support and the use of a room to store food and provide a space for clients to come and collect food parcels and receive support.

Foodbank Centres

Chichester District covers 303.6 square miles. Chichester District Foodbank has four foodbank centres serving clients across the District, in Chichester, Selsey, Petworth and Midhurst. The Foodbank works with 230 local agencies, including Citizens Advice, Social Services, health professionals, schools and churches who identify people in crisis and give them a foodbank voucher, which they exchange for a 3-day food parcel.

All the foodbank centres have seen a decrease in numbers fed compared to last year, due to the extra support they have received through the Citizens Advice Worker and the increased support through direct referral and signposting to other agencies.



Kids Holiday Lunch Pack Scheme

Since 2016, Chichester District Foodbank has also responded to child hunger in the school holidays by providing fortnightly lunch packs to children on free school meals due to low income during Easter, summer and Christmas. There are over 2,400 children in this category in the district. To ensure the packs go to the right children the Foodbank works with 50 local schools to identify the families that need help. Once schools had sent over the number of children who need help, they are sent a set of codes which are allocated to the families. Families will then fill out a registration form, which they access through our website and they receive a Kids Lunch Pack during the week that leads up to the holiday. Families that are served by Midhurst and Petworth have their packs delivered and those served by Chichester and Selsey collect the lunch packs from several collection points at local churches across the city and peninsula. Kid's lunch packs cover 10 meals over a fortnightly period. This year we gave out 2,892 kids lunch packs worth around £25 each, summer 860, Christmas 1,027 and Easter 1,005.

Local Mobilisation and Campaign Programme

In collaboration with Arun and Chichester Citizens Advice, the Campaigns Manager has developed a framework for an Anti-Poverty Strategy for Chichester District. Together, we have been lobbying Chichester District Council to adopt this policy and for it to become a key feature in the Council's corporate plan from 2025.

This policy, which aims to address the drivers of poverty in the district, is part of our commitment to actively campaign to end poverty in Chichester District. Alongside this campaign, we have been exploring how we can break down barriers between people experiencing poverty in the district and the services and authorities who provide support.

We believe that change only happens when people experiencing poverty participate in finding solutions. For this to happen, we need to bring together the people who use our services with decision makers and organisational leaders. We are currently scoping out the viability of hosting a Poverty Truth Commission in Chichester District in 2025.

Lived Experience Programme

To build participation into the life of the foodbank, alongside questionnaires and 1 to 1 conversations, a client group was set up called "Stand Stronger Together" to help clients and also gain insight into the drivers of poverty and how to develop the foodbank service. Initially, alternate sessions had a speaker who would come in and give advice, information and answer questions, including the DWP, a local mental health charity, employment services and so on. Feedback from the group saw the format changed. Rather than have a structured weekly workshop on a specific topic, we now have a weekly drop-in session when we offer homemade soup and a safe community place to chat and do a range of activities. The sessions have an art area where people can paint, draw or doodle, they also have a make do and mend area, mindfulness activities and a 'bring and take' clothes rail. Also, people from different organisations are invited to come along, including Citizens Advice for people to chat to.

In addition to the drop-in sessions, we have also been engaging with families and have run a number of fun, healthy cooking and eating sessions during the half term holidays. This has proved to be a brilliant way for parents and children to have a fun time together, learning a new cooking skill and eating the results. During these sessions staff and volunteers are able to have 1 to 1 conversations with the families attending.

New Staff

To maintain sustainable leadership of the centres in Midhurst and Petworth the Foodbank has employed an Operations Coordinator to cover the North of the District.

To support communications, both externally and internally the Foodbank has employed a Communications Officer.

In line with our strategic plan to build participation into the life of the Foodbank, to use people with lived experience in the decision making, development and leadership of Chichester District Foodbank we employed a Lived Experience Coordinator to lead this programme.

Partnerships

- Chichester District Foodbank relies on the support of local care professionals to refer clients in crisis and this year we had 230 agencies that held our vouchers to give to households in crisis.
- The Foodbank continues to work with "Christians Against Poverty" to help clients budget and get out of debt.
- The Foodbank continues to work with "Chichester Harbour Rotary Club" who provide access to nearly new clothes, bedding, towels, furniture and white goods. They come into one of the Chichester sessions once a week and the other centres can request items by email.
- Panther Van Hire continues to support us by lending us a van twice a week to pick up donations and deliver food to the foodbank centres. We are grateful for their ongoing support.
- The Foodbank works with the "Hygiene Bank" who provide toiletries, sanitary and household products, which we can give out to our clients as well as food.
- We continue to work with UK Harvest who provided us with fruit and vegetables.
- Arun and Chichester Food Partnership was set up in November 2020 to tackle food insecurity and waste, of which Chichester District Foodbank is a member. The Foodbank CEO attends the steering group meetings.
- Since the pandemic we have partnered with Selsey Community Forum, who provide support to vulnerable people in Selsey. We provide food and they offer support, including debt advice.
- The Foodbank continues to work with Chichester District Council's "Supporting You" service, who provide financial inclusion advice and attend the Chichester Centre once a week. The other centres can refer directly.
- The Foodbank continues to work with the Samaritans who attend the Chichester Centre once a fortnight to give emotional support to the clients. The Samaritans have also provided training in active listening to the signposters.
- The Foodbank continues to work with Carers Support who attend the foodbank centre in Chichester once a month to advise clients who are carers. The other centres can refer directly.
- The Foodbank has started to work with Fire and Rescue who come once a month to Chichester and Selsey to offer advice on fire prevention and arrange to install smoke alarms etc.
- The Foodbank has started to work with the RSPCA who attend a session in Chichester once a month to offer free advice, chipping, neutering and training.
- The Foodbank has started to work with Hyde Housing who come once a month to Chichester and Selsey to offer advice on housing related issues.

**Report of the Trustees
for the Year Ended 31st March 2024**

Public Support

We rely heavily on the generosity of the public to donate food and this year we saw 105,016.09Kg of food, toiletries and household cleaning products donated. 118,792.26Kg was given out in three-day food parcels to individuals and families in crisis or children through the lunch pack scheme. Food items have been purchased to meet the shortfall in donation.

Gifts in Kind

We are grateful for the ongoing support of Panther Hire, who provide a van in kind, twice a week, to pick up and drop off food donations and Wiley Publishers who provide cardboard boxes for our Kids Lunch Packs and Emergency Food Parcels.

A big thank you to all those who support the work we do at Chichester District Foodbank we could not do it without you. Your time, finance and food donations make a real difference to families facing food poverty in the district. Since we opened in September 2012, we have fed 42,397 people, including 16,805 children, till the end of March 2024.

Fundraising

Donors to Chichester District Foodbank can be assured that it complies with the regulatory standards for fundraising. As a small charity it is not registered with the Fundraising Regulator, but it is committed to adhere to the Code of Fundraising Practice. Fundraising activities are executed by the Charity's employees and volunteers. The charity uses the services of Bankuet, a professional fundraiser, to which supporters can donate and the proceeds are used to bulk buy food at discounted prices. Every £1 donated buys £1 of food without any additional fees to Bankuet. This report covers the requirements charities must follow as set out in the Charities Act 2016.

It cost £276,549 to provide the Foodbank's services during the year to 31 March 2024. The running costs were covered by generous donations from individuals and businesses. It is encouraging to note the increase in the number of regular donors.

Significant grants were received from:

Restricted

Arun and Chichester Food Partnership £2,000 restricted for food.

Trussell Trust - Pathfinder Grant £72,441 restricted for Citizens Advice Worker, Local Mobilisation and Campaigns Manager, Communications Officer.

WSCC £25,000 restricted to food for the Kids Lunch Pack Scheme

Sussex Masonic Grants £350 restricted for food.

Sainsbury Grant £500 restricted for food.

Sussex Community Foundation £5,000 restricted to Kids Lunch Pack Scheme

Unrestricted

WSCC £7,375

Lidl Toy Fund £1,055

Southern Co-operative £1,900

The rest of the funding came from the local community through regular and one-off donations. Fundraising involves writing grant funding applications and encouraging regular and one-off donations from local supporters, businesses and community groups across the District. Enthuse, winners of an Institute of Fundraising award in 2019, provide the Foodbank's online giving platform and the Charity ensures they comply with the Code of Fundraising Practice. In accordance with GDPR regulations the Charity's privacy policy is outlined on its website. Supporters' data is held securely and only used to send Foodbank newsletters or similar communications. Supporters can choose to unsubscribe from the list at any time.

**Report of the Trustees
for the Year Ended 31st March 2024**

FINANCIAL REVIEW

Financial position

The Charity received support during the year from statutory authorities, grant making trusts, churches, individuals and community groups. Income was £328,001 (2023: £326,194).

Charitable activity costs totalled £276,549 (2023: £167,082). The increase can mainly be attributed to additional salaries costs for staff funded by the Trussell Trust Pathfinders grant.

At 31 March 2024 the charity held: restricted reserves of £17,988 (2023: £46,825), designated funds of £360,451 (2023: £320,162) to meet development activities as stated in the revised Reserves Policy and unrestricted general reserves of £140,000 (2023: £100,000) excluding fixed assets.

Investment policy and objectives

Under its constitution the Charity has the power to invest funds in the furtherance of its charitable objectives. Investments must be made in the same manner and subject to the same conditions as are permitted by the Trustee Act 2000. Other than funds on deposit with its bankers the Charity does not currently hold any investments. If at a future date funds are invested elsewhere the trustees will have regard to the need to consider socially responsible investments.

Reserves policy

The Trustees retain sufficient reserves to meet all financial obligations and ensure the prudent management of the activities of the charity. The nature of the charity's activities can be volatile with the needs of clients fluctuating seasonally, with changes in personal finances and as a result of national economic factors. Income from donations and grants also vary considerably. Consequently, the Trustees agreed to establish a minimum level of £140,000 General Reserve deemed to be sufficient to meet the equivalent of 6 months of normal operating costs of running the charity and staff redundancy costs in the event the charity ceases to operate. The growth in the size of the charity and operating costs necessitated an increase in the General Reserve from £100,000 in 2022-23 to £140,000 in 2023-24.

The Trustees have earmarked the funds of £360,451 to a special Designated Fund which will be held for specific financial commitments as the charity continues to grow to meet the anticipated future demand for its services arising from the cost-of-living crisis. The Fund is designated for the following particular development activities:

- Acquiring and equipping a larger warehouse in Chichester which is needed to receive food donations, assemble food packages for clients and kids holiday packs, and for the distribution of food to local centres.
- Continue the Pathfinders Project beyond 2023 in partnership with the Trussell Trust. The Pathfinders Project strategic themes of Changing Communities, Changing Policy and Changing Minds aim is to find out what works for the Foodbank, what works in communities and for people experiencing poverty and how we can better support the rest of the network in delivering our shared strategic plan. The three-year Project requires a financial commitment from the Chichester Foodbank.
- The Foodbank has commissioned a full time Citizens Advice Worker for 3 years to help clients out of their situation so they no longer need to access the service. The three-year Project requires a financial commitment from the Chichester Foodbank.
- A new staffing structure suitable to meet the demands on a larger charity. This includes costs associated with recruiting and appointing a new CEO late 2024, employing an Operations Co-ordinator for north of the Downs, dedicated communications support and investing in, equipping and developing staff.

Restricted Funds of £17,988 represent residual grants and donations earmarked for specific projects such as the Pathfinders Project, the Citizens Advice Worker and the Kids Holiday Lunch Packs.

Due to the nature of the charity this Policy is to be reviewed annually as part of the preparation of the Annual Report and Accounts.

Going concern

After making appropriate enquiries, the trustees have a strong expectation that the Charity has adequate resources to continue its operations for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements.

**Report of the Trustees
for the Year Ended 31st March 2024**

FINANCIAL REVIEW

Risk management

The trustees acknowledge they have a duty to identify and review the risks to which the Charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. They have put in place procedures to identify, monitor and review these risks. A Risk, Mitigation and Effectiveness Assessment is reviewed in July each year with periodic updates in between. Health and safety, safeguarding and financial procedures are standing items on the monthly trustees meetings with major reviews carried out in July each year.

FUTURE DEVELOPMENTS

Rural development: to ensure the optimum balance between need, provision and accessibility the Charity continues to look at ways of providing a service to clients who cannot easily get to a foodbank centre.

Community service: The Charity will continue to provide voluntary positions for individuals needing community service through probation, colleges, Job Clubs and similar organisations.

Volunteers

The trustees continue to be grateful for the unstinting efforts of a large number of volunteers who willingly give many hours each week collecting, sorting and distributing food. No exact record is kept of the time given on a voluntary basis, but on an average of 250 volunteers working an estimated average of three hours per week, the value of their contribution, at the level of the living wage, is a total of £406,380 per annum. Without this contribution the Charity could not function.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

Recruitment and appointment of new trustees

The Charity's constitution specifies that there must be at least three and not more than ten trustees who serve for a period of three years. They can be reappointed but cannot serve for more than three consecutive terms. In selecting individuals for appointment regard is taken of the skills, knowledge and experience needed for the Charity's effective administration. Before appointment trustees must confirm that they are in sympathy with the Charity's Christian basis and are briefed on the Charity's activities. On appointment they complete Fit and Proper Person forms and Declarations of Interests. New trustees are supplied with a copy of the governing document and with appropriate Charity Commission publications. All trustees take seriously the obligation to maintain their knowledge. Appropriate training is provided.

Executive Remuneration

The Charity does not have a written remuneration policy. It reviews salaries each year and seeks to benchmark against comparable organisations. Trustees do not receive any payment or benefits for their work either as trustees or as volunteers.

Patron

The Charity is honoured by Imogen Stubbs' continuing in her role of patron.

Reporting Serious Incidents

In line with the Charity Commission's guidance on reporting serious incidents, the trustees declare that during the reporting period there were no serious incidents that they have failed to bring to the Commission's attention.

Safeguarding

The Charity works with adults with care and support needs and has contact with children. It has written safeguarding policies.

Independent Examiner

Paul Wright of Sheen Stickland is appointed as the Charity's Independent Examiner.

Chichester District Foodbank

**Report of the Trustees
for the Year Ended 31st March 2024**

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1155197

Principal address

The Transformation Centre
21 Orchard Street
Chichester
West Sussex
PO19 1DD

Trustees

P Collins Chairman
G Burn (resigned 20/07/2023)
S Chadwick (appointed 19/09/2023)
D Grove
R Meredith
J Roberts
E Thompson (appointed 19/09/2023)

Patron

Imogen Stubbs

CEO

Joanne Kondebeka

Independent Examiner

Paul Wright FCA DChA
Sheen Stickland
Chartered Accountants
7 East Pallant
Chichester
West Sussex
PO19 1TR

Bankers

CAF Bank Limited
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

Approved by order of the board of trustees on 18 July 2024..... and signed on its behalf by:



.....
P Collins - Trustee

**Independent Examiner's Report to the Trustees of
Chichester District Foodbank**

Independent examiner's report to the trustees of Chichester District Foodbank

I report to the charity trustees on my examination of the accounts of Chichester District Foodbank (the Trust) for the year ended 31st March 2024.

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 Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under Section 145(5)(b) of the Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no material 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 Trust 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 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.



Paul Wright FCA DChA

Sheen Stickland
Chartered Accountants
7 East Pallant
Chichester
West Sussex
PO19 1TR

Date: 18/7/24.....

Chichester District Foodbank

Statement of Financial Activities
for the Year Ended 31st March 2024

		Unrestricted funds £	Restricted funds £	2024 Total funds £	2023 Total funds £
	Notes				
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	235,935	84,802	320,737	323,908
Investment income	3	<u>7,264</u>	<u>-</u>	<u>7,264</u>	<u>2,286</u>
Total		<u>243,199</u>	<u>84,802</u>	<u>328,001</u>	<u>326,194</u>
 EXPENDITURE ON					
Raising funds	4	1,816	936	2,752	195
Charitable activities	5				
Foodbank Operation		<u>123,823</u>	<u>149,974</u>	<u>273,797</u>	<u>166,887</u>
Total		<u>125,639</u>	<u>150,910</u>	<u>276,549</u>	<u>167,082</u>
 NET INCOME/(EXPENDITURE)					
Transfers between funds	12	117,560 <u>(37,271)</u>	(66,108) <u>37,271</u>	51,452 <u>-</u>	159,112 <u>-</u>
Net movement in funds		80,289	(28,837)	51,452	159,112
 RECONCILIATION OF FUNDS					
Total funds brought forward		<u>420,162</u>	<u>46,825</u>	<u>466,987</u>	<u>307,875</u>
 TOTAL FUNDS CARRIED FORWARD		<u>500,451</u>	<u>17,988</u>	<u>518,439</u>	<u>466,987</u>

The notes form part of these financial statements

Chichester District Foodbank

Balance Sheet 31st March 2024

	Notes	Unrestricted funds £	Restricted funds £	2024 Total funds £	2023 Total funds £
FIXED ASSETS					
Tangible assets	9	586	-	586	920
CURRENT ASSETS					
Debtors	10	8,154	-	8,154	3,261
Cash at bank		<u>498,236</u>	<u>17,988</u>	<u>516,224</u>	<u>465,518</u>
		506,390	17,988	524,378	468,779
CREDITORS					
Amounts falling due within one year	11	(6,525)	-	(6,525)	(2,712)
NET CURRENT ASSETS		<u>499,865</u>	<u>17,988</u>	<u>517,853</u>	<u>466,067</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>500,451</u>	<u>17,988</u>	<u>518,439</u>	<u>466,987</u>
NET ASSETS		<u>500,451</u>	<u>17,988</u>	<u>518,439</u>	<u>466,987</u>
FUNDS	12				
Unrestricted funds				500,451	420,162
Restricted funds				<u>17,988</u>	<u>46,825</u>
TOTAL FUNDS				<u>518,439</u>	<u>466,987</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 18 July 2024 and were signed on its behalf by:



.....
P Collins - Trustee

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Financial reporting standard 102 - reduced disclosure exemptions

The charity has taken advantage of the following disclosure exemption in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Tangible fixed assets transferred from the Chichester Family Church's Foodbank Project on 1 April 2014 were not valued and have not been capitalised and therefore no depreciation is provided. Fixed assets costing £1,000 or more are capitalised and depreciated at 25% per annum on a straight-line basis. Assets costing less than £1,000 are written off in the year of purchase.

Taxation

The charity is exempt from tax on its charitable activities.

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.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Notes to the Financial Statements - continued
for the Year Ended 31st March 2024

2. DONATIONS AND LEGACIES

	2024	2023
	£	£
Donations	182,122	194,237
Gift aid	20,952	25,429
Legacies	2,042	1,346
Grants	<u>115,621</u>	<u>102,896</u>
	<u>320,737</u>	<u>323,908</u>

Grants received, included in the above, are as follows:

	2024	2023
	£	£
Other Grants	850	3,650
Trussell Trust	72,441	65,871
West Sussex County Council - Local Assistance Network	7,375	6,875
West Sussex County Council – Household Support Fund	25,000	-
Sussex Community Foundation	5,000	-
The Boltini Trust	-	10,000
Arun & Chichester Food Partnership	2,000	1,500
Adur & Worthing Partnerships & Communities Team	-	10,000
Meadow Blue Community Energy	-	5,000
Southern Co-op	1,900	-
Neighbourly Community Fund	<u>1,055</u>	<u>-</u>
	<u>115,621</u>	<u>102,896</u>

3. INVESTMENT INCOME

	2024	2023
	£	£
Deposit account interest	<u>7,264</u>	<u>2,286</u>

4. RAISING FUNDS**Raising donations and legacies**

	2024	2023
	£	£
Fundraising costs	<u>2,752</u>	<u>195</u>

Notes to the Financial Statements - continued
for the Year Ended 31st March 2024

5. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 6) £	Totals £
Foodbank Operation	<u>272,442</u>	<u>1,355</u>	<u>273,797</u>

6. SUPPORT COSTS

	Governance costs £
Foodbank Operation	<u>1,355</u>

Bookkeepers' fees of £4,090 (2023: £3,828) that might be regarded as support costs have been included in direct charitable costs on the basis that they are part of the expense of the charitable activities of the Charity.

Included in governance costs are independent examiner fees of £1,320 (2023: £1,200).

7. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st March 2024 nor for the year ended 31st March 2023.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31st March 2024 nor for the year ended 31st March 2023.

8. STAFF COSTS

	2024 £	2023 £
Wages and salaries	139,624	91,028
Social security costs	7,355	-
Other pension costs	<u>3,876</u>	<u>2,713</u>
	<u>150,855</u>	<u>93,741</u>

The average monthly number of employees during the year was as follows:

	2024	2023
Administration	<u>7</u>	<u>5</u>

No employees received emoluments in excess of £60,000.

Notes to the Financial Statements - continued
for the Year Ended 31st March 2024

9. TANGIBLE FIXED ASSETS

	Plant and machinery £
COST	
At 1st April 2023 and 31st March 2024	<u>29,190</u>
DEPRECIATION	
At 1st April 2023	28,270
Charge for year	<u>334</u>
At 31st March 2024	<u>28,604</u>
NET BOOK VALUE	
At 31st March 2024	<u>586</u>
At 31st March 2023	<u>920</u>

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Trade debtors	1,203	-
Other debtors	2,379	2,331
Prepayments and accrued income	<u>4,572</u>	<u>930</u>
	<u>8,154</u>	<u>3,261</u>

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Trade creditors	3,012	1,762
Taxation and social security	2,563	-
Other creditors	<u>950</u>	<u>950</u>
	<u>6,525</u>	<u>2,712</u>

Notes to the Financial Statements - continued
for the Year Ended 31st March 2024

12. MOVEMENT IN FUNDS

	At 1.4.23 £	Net movement in funds £	Transfers between funds £	At 31.3.24 £
Unrestricted funds				
General fund	100,000	117,560	(77,560)	140,000
Designated fund	<u>320,162</u>	<u>-</u>	<u>40,289</u>	<u>360,451</u>
	420,162	117,560	(37,271)	500,451
Restricted funds				
Midhurst Centre	9,223	(39,532)	30,309	-
Petworth Centre	916	(5,117)	4,201	-
Selsey Centre	-	(29,590)	29,590	-
Holiday Lunch Packs fund	11,939	3,864	(10,880)	4,923
Salary fund	<u>24,747</u>	<u>4,267</u>	<u>(15,949)</u>	<u>13,065</u>
	<u>46,825</u>	<u>(66,108)</u>	<u>37,271</u>	<u>17,988</u>
TOTAL FUNDS	<u>466,987</u>	<u>51,452</u>	<u>-</u>	<u>518,439</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	243,199	(125,639)	117,560
Restricted funds			
Midhurst Centre	14,187	(53,719)	(39,532)
Petworth Centre	8,792	(13,909)	(5,117)
Selsey Centre	998	(30,588)	(29,590)
Holiday Lunch Packs fund	30,833	(26,969)	3,864
Salary fund	<u>29,992</u>	<u>(25,725)</u>	<u>4,267</u>
	<u>84,802</u>	<u>(150,910)</u>	<u>(66,108)</u>
TOTAL FUNDS	<u>328,001</u>	<u>(276,549)</u>	<u>51,452</u>

Notes to the Financial Statements - continued
for the Year Ended 31st March 2024

12. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.22 £	Net movement in funds £	Transfers between funds £	At 31.3.23 £
Unrestricted funds				
General fund	90,000	168,146	(158,146)	100,000
Designated fund	<u>179,953</u>	<u>-</u>	<u>140,209</u>	<u>320,162</u>
	269,953	168,146	(17,937)	420,162
Restricted funds				
Midhurst Centre	9,651	(428)	-	9,223
Petworth Centre	7,141	(6,225)	-	916
Selsey Centre	-	(17,937)	17,937	-
Holiday Lunch Packs fund	11,435	504	-	11,939
Salary fund	<u>9,695</u>	<u>15,052</u>	<u>-</u>	<u>24,747</u>
	<u>37,922</u>	<u>(9,034)</u>	<u>17,937</u>	<u>46,825</u>
TOTAL FUNDS	<u>307,875</u>	<u>159,112</u>	<u>-</u>	<u>466,987</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	278,842	(110,696)	168,146
Restricted funds			
Midhurst Centre	28,188	(28,616)	(428)
Petworth Centre	3,162	(9,387)	(6,225)
Selsey Centre	199	(18,136)	(17,937)
Holiday Lunch Packs fund	751	(247)	504
Salary fund	<u>15,052</u>	<u>-</u>	<u>15,052</u>
	<u>47,352</u>	<u>(56,386)</u>	<u>(9,034)</u>
TOTAL FUNDS	<u>326,194</u>	<u>(167,082)</u>	<u>159,112</u>

**Notes to the Financial Statements - continued
for the Year Ended 31st March 2024**

12. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.22 £	Net movement in funds £	Transfers between funds £	At 31.3.24 £
Unrestricted funds				
General fund	90,000	285,706	(235,706)	140,000
Designated fund	<u>179,953</u>	<u>-</u>	<u>180,498</u>	<u>360,451</u>
	269,953	285,706	(55,208)	500,451
Restricted funds				
Midhurst Centre	9,651	(39,960)	30,309	-
Petworth Centre	7,141	(11,342)	4,201	-
Selsey Centre	-	(47,527)	47,527	-
Holiday Lunch Packs fund	11,435	4,368	(10,880)	4,923
Salary fund	<u>9,695</u>	<u>19,319</u>	<u>(15,949)</u>	<u>13,065</u>
	<u>37,922</u>	<u>(75,142)</u>	<u>55,208</u>	<u>17,988</u>
TOTAL FUNDS	<u>307,875</u>	<u>210,564</u>	<u>-</u>	<u>518,439</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	522,041	(236,335)	285,706
Restricted funds			
Midhurst Centre	42,375	(82,335)	(39,960)
Petworth Centre	11,954	(23,296)	(11,342)
Selsey Centre	1,197	(48,724)	(47,527)
Holiday Lunch Packs fund	31,584	(27,216)	4,368
Salary fund	<u>45,044</u>	<u>(25,725)</u>	<u>19,319</u>
	<u>132,154</u>	<u>(207,296)</u>	<u>(75,142)</u>
TOTAL FUNDS	<u>654,194</u>	<u>(443,631)</u>	<u>210,564</u>

Transfers between funds

In accordance with the Reserves Policy (see page 7) the General Reserve of £140,000 is deemed to be sufficient to meet the equivalent of 6 months of normal operating costs. The excess funds are held in the Designated Fund which will be held for specific financial commitments as the charity continues to grow to meet the anticipated future demand for its services across the whole of the Chichester District.

A transfer of £30,309 was made from the General Fund to the Midhurst Centre to clear the fund deficit.

A transfer of £4,201 was made from the General Fund to the Petworth Centre to clear the fund deficit.

12. MOVEMENT IN FUNDS - continued

Transfers between funds - continued

A transfer of £29,590 was made from the General Fund to the Selsey Centre to clear the fund deficit.

A transfer of £10,880 was made from the Holiday Lunch Packs Fund to the General Fund to correct the opening balance.

A transfer of £15,949 was made from the Salary Fund to the General Fund to correct the opening balance.

13. RELATED PARTY DISCLOSURES

The Transformation Centre provided the charity with premises for the year at an annual rent of £13,886. Geraldine Burn is a Trustee of the Transformation Centre. Bruno Kondabeka, the CEO's husband, is also a trustee of the Transformation Centre.

Accounts

**Report of the Trustees and
Financial Statements for the Year Ended 31st March 2023
for
Chichester District Foodbank**

Sheen Stickland
Chartered Accountants
7 East Pallant
Chichester
West Sussex
PO19 1TR

Chichester District Foodbank

**Contents of the Financial Statements
for the Year Ended 31st March 2023**

	Page
Report of the Trustees	1 to 7
Independent Examiner's Report	8
Statement of Financial Activities	9
Balance Sheet	10
Notes to the Financial Statements	11 to 18

Report of the Trustees
for the Year Ended 31st March 2023

The trustees present their report with the financial statements of the charity for the year ended 31st March 2023. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

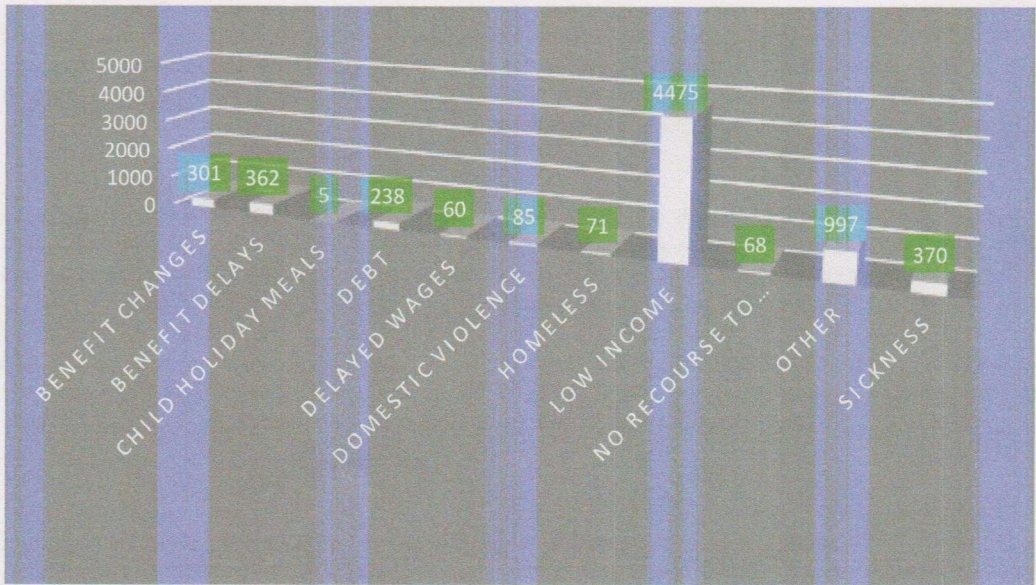
ACHIEVEMENT AND PERFORMANCE

Main activities undertaken to further the charity's objectives

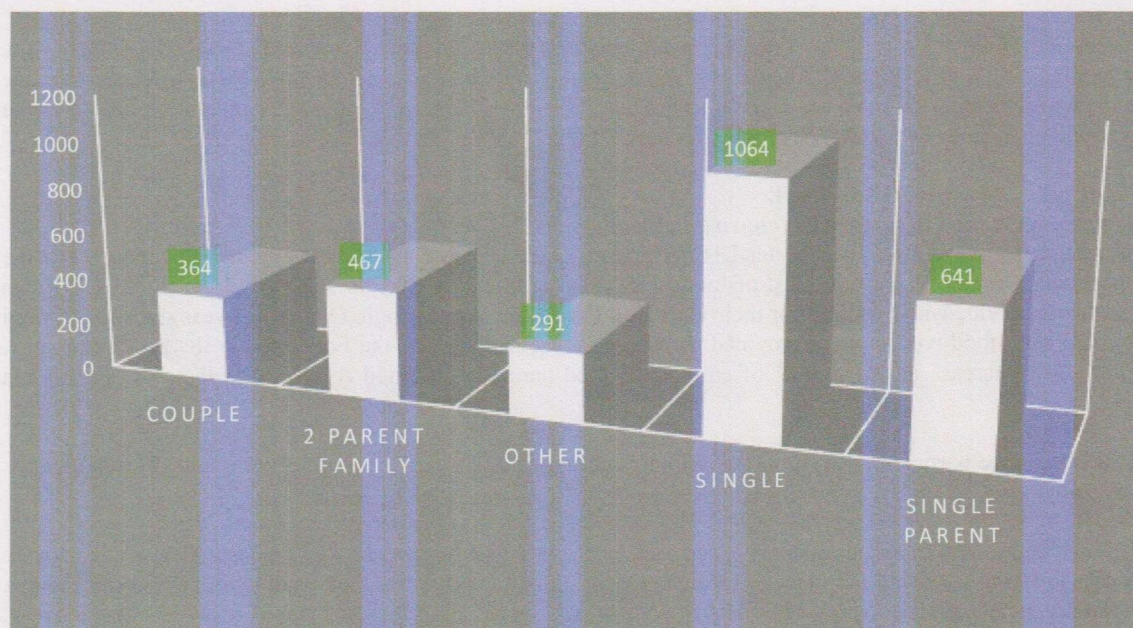
In the year starting 1st April 2022, Chichester District Foodbank experienced its highest growth in demand since the Covid-19 pandemic, mainly due to the cost-of-living crisis. In addition, in May to July we also saw 70 Ukrainian families access our service while waiting for their Universal Credit to come through. Our end of year statistics showed that 7,033 emergency food parcels were provided to people facing hardship by the Foodbank in the past 12 months. This showed a 30% increase in the number of emergency food parcels distributed compared to the same period last year.

The levels of need were particularly acute in the Winter. February 2023 was the busiest month, with 778 emergency food parcels going out

During 22/23 we found 64% of all our clients needed our service because they were on low income. These clients were either earning a low wage or could not manage on their benefits due to the fact that they were living in a District with a high cost of living. In a District of which 61% is rural those on low income also faced increased costs for travel to work, school, doctors, supermarkets and to access government services. As the cost-of-living crisis continues we anticipate our numbers to rise as more people access our service.



Reasons for people coming (numbers fed)



Family size that access the Foodbank

Warehouse

The sorting and storing of food continues to take place in St John's Hall in Chichester. However, the increased demand for food and the need to store prepacked kids lunch packs has continued to place more pressure upon the warehouse space. The Foodbank is currently looking at renting a warehouse unit in Chichester which would meet the operational needs of the charity. This will have a financial implication for the Foodbank.

Foodbank Centres

Chichester District covers 303.6 square miles. Chichester District Foodbank has four foodbank centres serving clients across the District, in Chichester, Selsey, Petworth and Midhurst. The Foodbank works with 230 local agencies, including Citizens Advice, Social Services, health professionals, schools and churches who identify people in crisis and give them a foodbank voucher, which they exchange for a 3-day food parcel.

All the foodbank centres have seen an increase in numbers fed compared to last year, except Selsey who has seen a 20% decrease in numbers. The reduction in numbers reflects the support for clients through the Selsey Care Shop and food provided by other organisations e.g., The Community Hub and Community Freezer. Petworth has seen a 106% increase.

Kids Holiday Lunch Pack Scheme

Since 2016, Chichester District Foodbank has also responded to child hunger in the school holidays by providing fortnightly lunch packs to children on free school meals due to low income during Easter, Summer and Christmas. There are over 2,400 children in this category in the District. To ensure the packs go to the right children the Foodbank works with 50 local schools to identify the families that need help. Once schools have sent over the number of children who need help, they are sent a set of codes which are allocated to the families. Families will then fill out a registration form, which they access through our website and they receive a Kids Lunch Pack during the week that leads up to the holiday. Families that are served by Midhurst and Petworth have their packs delivered and those served by Chichester and Selsey collect the lunch packs from several collection points at local churches across the city and peninsula. Kid's lunch packs cover 10 meals over a fortnightly period. This year we gave out 1,128 (2 parcels per child covering 30 meals to cover 6 weeks) at summer, 901 at Christmas and 946 at Easter worth around £25 each.

Chichester District Foodbank

Report of the Trustees for the Year Ended 31st March 2023

New Staff

To meet our strategic aims to address the issues surrounding local poverty and include those with lived experience in our decision making, the Foodbank has employed a part time Local Mobilisation and Campaigns Manager, who is responsible for building and leading a volunteer team to develop and deliver local influencing strategies to campaign for change to end poverty in Chichester District, and a Lived Experience Coordinator, who is responsible for engaging with people who have used a foodbank and involve them in the decision making, development and leadership of Chichester District Foodbank.

Partnerships

- Chichester District Foodbank relies on the support of local care professionals to refer clients in crisis and this year we had 230 agencies that held our vouchers to give to households in crisis.
- The Foodbank continues to work with "Christians Against Poverty" to help clients budget and get out of debt.
- The Foodbank continues to work with "Chichester Harbour Rotary Club" who provide access to nearly new clothes, bedding, towels, furniture and white goods. They come into one of the Chichester sessions once a week and the other centres can request items by email.
- Panther Van Hire continues to support us by lending us a van twice a week to pick up donations and deliver food to the foodbank centres.
- The Foodbank works with the "Hygiene Bank" who provide toiletries, sanitary and household products, which we are able to give out to our clients as well as food.
- We continue to work with UK Harvest who provided us with fruit and vegetables.
- Arun and Chichester Food Partnership was set up in November 2020 to tackle food insecurity and waste, which Chichester District Foodbank is a member. The Foodbank CEO attends the steering group meetings.
- Since the pandemic we have partnered with Selsey Community Forum, who provide support to vulnerable people in Selsey. We provide food and they offer support, including debt advice.
- The Foodbank has started to work with Chichester District Councils "Supporting You" service, who provide financial inclusion advice and attend the Chichester Centre once a week. The other centres can refer directly.
- The Foodbank has started to work with the Samaritans who attend the Chichester Centre once a fortnight to give emotional support to the clients. The Samaritans have also provided training in active listening to the signposters.
- The Foodbank has started to work with Carers Support who attend the Foodbank Centre in Chichester once a month to advise clients who are carers. The other centres can refer directly.
- The Foodbank continues to partner with the Citizens Advice and every centre can refer directly into their service via an online form. Once a week an advisor attends the Chichester Centre to directly help clients.

Public Support

We rely heavily on the generosity of the public to donate food and this year we saw 115,643.07kg of food, toiletries and household cleaning products donated. 109,939.69kg was given out in three-day food parcels to individuals and families in crisis or children through the lunch pack scheme.

Gifts in Kind

We are grateful for the ongoing support of Panther Hire, who provide a van in kind, twice a week, to pick up and drop off food donations and Wiley Publishers who provide cardboard boxes for our Kids Lunch Packs and Emergency Food Parcels.

A big thank you to all those who support the work we do at Chichester District Foodbank we could not do it without you. Your time, finance and food donations make a real difference to families facing food poverty in the district. Since we opened in September 2012 we have fed 36,102 people, including 14,467 children, until the end of March 2023.

**Report of the Trustees
for the Year Ended 31st March 2023**

ACHIEVEMENT AND PERFORMANCE

Fundraising

Donors to Chichester District Foodbank can be assured that it complies with the regulatory standards for fundraising. As a small charity it is not registered with the Fundraising Regulator, but it is committed to adhere to the Code of Fundraising Practice. Fundraising activities are executed by the Charity's employees and volunteers. The charity uses the services of Bankuet, a professional fundraiser, to which supporters can donate, and the proceeds are used to bulk buy food at discounted prices. Every £1 donated buys £1 of food, without any additional fees from Bankuet. This report covers the requirements charities must follow as set out in the Charities Act 2016.

It cost £167,082 to provide the Foodbank's services during the year to 31 March 2023. The running costs were covered by generous donations from individuals and businesses. It is encouraging to note the increase in the number of regular donors.

Significant grants were received from:

Trussell Trust

- £23,826 Local Mobilisation and Campaigns Managers Salary and project costs.
- £5,050 winter grant for food and winter warm packs.
- £33,421 to commission Citizens Advice Worker for a year.

Waitrose - £750 Kids' Lunch Packs

Arun and Chichester Food Partnership - £11,500 for food

Sussex Masonic Charities - £600 food for Midhurst

Boltini Trust - £10,000

West Sussex County Council - £6,875

Southern Co-op - £1,450

Trussell Trust - £3,574

Making a Difference Locally - £200

Springwater Trust - £650

Meadow Blue Community to support Citizens Advice Advisor - £5,000

Fundraising involves writing grant funding applications and encouraging regular and one-off donations from local supporters, businesses and community groups across the District. Enthuse, winners of an Institute of Fundraising award in 2019, provide the Foodbank's online giving platform and the Charity ensures they comply with the Code of Fundraising Practice. In accordance with GDPR regulations the Charity's privacy policy is outlined on its website. Supporters' data is held securely and only used to send Foodbank newsletters or similar communications. Supporters can choose to unsubscribe from the list at any time.

FINANCIAL REVIEW

Financial position

The Charity received support during the year from statutory authorities, grant making trusts, churches, individuals and community groups. Income was £326,194 (2022: £129,086). The major increase can be attributed to the extraordinary response of our supporters to the cost-of-living crisis. Generous donations from individuals and businesses more than doubled as they sought to provide for the needs of our clients. Likewise, a major increase in grants is being used to raise the profile of the cost-of-living issues, to offer advice to our clients and for the purchase of food.

Charitable activity costs totalled £166,887 (2022: £119,111).

At 31 March 2023 the charity held: restricted reserves of £46,824 (2022: £37,922), designated funds of £320,163 (2022: £179,953) to meet development activities as stated in the revised Reserves Policy and unrestricted general reserves of £100,000 (2022: £90,000).

Investment policy and objectives

Under its constitution the Charity has the power to invest funds in the furtherance of its charitable objectives. Investments must be made in the same manner and subject to the same conditions as are permitted by the Trustee Act 2000. Other than funds on deposit with its bankers the Charity does not currently hold any investments. If at a future date funds are invested elsewhere the trustees will have regard to the need to consider socially responsible investments.

FINANCIAL REVIEW

Reserves policy

The Trustees retain sufficient reserves to meet all financial obligations and ensure the prudent management of the activities of the charity. The nature of the charity's activities can be volatile with the needs of clients fluctuating seasonally, with changes in personal finances and as a result of national economic factors. Income from donations and grants also vary considerably. Consequently, the Trustees agreed to establish a minimum level of £100,000 reserves deemed to be sufficient to meet the equivalent of 6 months of normal operating costs of running the charity and staff redundancy costs in the event the charity ceases to operate.

The Trustees have earmarked the funds of £320,163 to a special Designated Fund which will be held for specific financial commitments as the charity continues to grow to meet the anticipated future demand for its services arising from the cost-of-living crisis. The Fund is designated for the following particular development activities:

- Acquiring and equipping a larger warehouse in Chichester which is needed to receive food donations, assemble food packages for clients and kids holiday packs, and for the distribution of food to local centres.
- Continue the Pathfinders Project beyond 2022 in partnership with the Trussell Trust. The Pathfinders Project strategic themes of Changing Communities, Changing Policy and Changing Minds aim is to find out what works for the Foodbank, what works in communities and for people experiencing poverty and how we can better support the rest of the network in delivering our shared strategic plan. The three-year Project requires a financial commitment from the Chichester Foodbank.
- The Foodbank has commissioned a full time Citizens Advice Worker for 3 years to help clients out of their situation so they no longer need to access the service. The three-year Project requires a financial commitment from the Chichester Foodbank.
- A new staffing structure suitable to meet the demands on a larger charity. This includes employing an Operations Co-ordinator for north of the Downs, dedicated communications support and investing in, equipping and developing staff.

Restricted Funds of £46,824 represent residual grants and donations earmarked for specific projects such as the Pathfinders Project, the Citizens Advice Worker and the Kids Holiday Lunch Packs.

Due to the nature of the charity this Policy is to be reviewed annually as part of the preparation of the Annual Report and Accounts.

Going concern

After making appropriate enquiries, the trustees have a reasonable expectation that the Charity has adequate resources to continue its operations for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements.

Risk management

The trustees acknowledge they have a duty to identify and review the risks to which the Charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. They have put in place procedures to identify, monitor and review these risks. Risk mitigation and effectiveness is reviewed each year and health and safety, safeguarding and financial procedures are also reviewed annually.

FUTURE DEVELOPMENTS

Rural development: to ensure the optimum balance between need, provision and accessibility the Charity continues to look at ways of providing a service to clients who cannot easily get to a foodbank centre. To maintain sustainable leadership of the centres in Midhurst and Petworth the Foodbank will be employing an Operations Co-ordinator for north of the Downs. This will have financial implications on the Foodbank.

Community service: The Charity will continue to provide voluntary positions for individuals needing community service through probation, colleges, Job Clubs and similar organisations. The Foodbank will be offering a Digital T-Level student a 45-day placement. This will have financial implications on the Foodbank.

Citizens Advice worker: In line with the Foodbank's strategic objectives to help clients out of their situation so they no longer need to access the service, the Foodbank is in the process of commissioning a full time Citizens Advice Worker for 3 years. This will have financial implications on the Foodbank.

Volunteers

The trustees continue to be grateful for the unstinting efforts of a large number of volunteers who willingly give many hours each week collecting, sorting and distributing food. No exact record is kept of the time given on a voluntary basis, but on an average of 250 volunteers working an estimated average of three hours per week, the value of their contribution, at the level of the living wage, is a total of £370,500 per annum. Without this contribution the Charity could not function.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

Recruitment and appointment of new trustees

The Charity's constitution specifies that there must be at least three and not more than ten trustees who serve for a period of three years. They can be reappointed but cannot serve for more than three consecutive terms. In selecting individuals for appointment regard is taken of the skills, knowledge and experience needed for the Charity's effective administration. Before appointment trustees must confirm that they are in sympathy with the Charity's Christian basis and are briefed on the Charity's activities. On appointment they complete Fit and Proper Person forms and Declarations of Interests. New trustees are supplied with a copy of the governing document and with appropriate Charity Commission publications. All trustees take seriously the obligation to maintain their knowledge. Appropriate training is provided.

Executive Remuneration

The Charity does not have a written remuneration policy. It reviews salaries each year and seeks to benchmark against comparable organisations. Trustees do not receive any payment or benefits for their work either as trustees or as volunteers.

Patron

The Charity is honoured by Imogen Stubbs continuing in her role of patron.

Reporting Serious Incidents

In line with the Charity Commission's guidance on reporting serious incidents, the trustees declare that during the reporting period there were no serious incidents that they have failed to bring to the Commission's attention.

Safeguarding

The Charity works with adults with care and support needs and has contact with children. It has written safeguarding policies.

Independent Examiner

Amy Kensett of Sheen Stickland is appointed as the Charity's Independent Examiner.

Chichester District Foodbank

**Report of the Trustees
for the Year Ended 31st March 2023**

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1155197

Principal address

Chichester District Foodbank
The Transformation Centre
21 Orchard Street
Chichester
West Sussex
PO19 1DD

Trustees

D A Willis Chairman (resigned 19.7.22)
G Burn
P Collins Chairman
A Green (resigned 9.8.22)
J Roberts
D Grove
R Meredith (appointed 15.11.22)

Patron

Imogen Stubbs

CEO

Joanne Kondebeka

Independent Examiner

A C Kensett FMAAT FCCA
Sheen Stickland
Chartered Accountants
7 East Pallant
Chichester
West Sussex
PO19 1TR

Bankers

CAF Bank Limited
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

Approved by order of the board of trustees on 19 September 2023 and signed on its behalf by:



P Collins - Trustee

**Independent Examiner's Report to the Trustees of
Chichester District Foodbank**

Independent examiner's report to the trustees of Chichester District Foodbank

I report to the charity trustees on my examination of the accounts of Chichester District Foodbank (the Trust) for the year ended 31st March 2023.

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 Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under Section 145(5)(b) of the Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

I have completed my examination. I confirm that no material 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 Trust 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 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.



~~A. C. Wright FMA FICCA~~
PAUL WRIGHT FCA DCA

Sheen Stickland
Chartered Accountants
7 East Pallant
Chichester
West Sussex
PO19 1TR

Date: 19th September 2023

Chichester District Foodbank

**Statement of Financial Activities
for the Year Ended 31st March 2023**

	Notes	Unrestricted funds £	Restricted funds £	2023 Total funds £	2022 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	276,557	47,351	323,908	128,898
Investment income	3	<u>2,286</u>	<u>-</u>	<u>2,286</u>	<u>188</u>
Total		<u>278,843</u>	<u>47,351</u>	<u>326,194</u>	<u>129,086</u>
EXPENDITURE ON					
Raising funds	4	129	66	195	72
Charitable activities	5				
Foodbank Operation		<u>110,566</u>	<u>56,321</u>	<u>166,887</u>	<u>119,111</u>
Total		<u>110,695</u>	<u>56,387</u>	<u>167,082</u>	<u>119,183</u>
NET INCOME/(EXPENDITURE)					
Transfers between funds	12	168,148 <u>(17,938)</u>	(9,036) <u>17,938</u>	159,112 <u>-</u>	9,903 <u>-</u>
Net movement in funds		150,210	8,902	159,112	9,903
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>269,953</u>	<u>37,922</u>	<u>307,875</u>	<u>297,972</u>
TOTAL FUNDS CARRIED FORWARD		<u>420,163</u>	<u>46,824</u>	<u>466,987</u>	<u>307,875</u>

The notes form part of these financial statements

Chichester District Foodbank

Balance Sheet 31st March 2023

	Notes	Unrestricted funds £	Restricted funds £	2023 Total funds £	2022 Total funds £
FIXED ASSETS					
Tangible assets	9	920	-	920	1,755
CURRENT ASSETS					
Debtors	10	3,261	-	3,261	5,340
Cash at bank		<u>418,657</u>	<u>46,861</u>	<u>465,518</u>	<u>302,543</u>
		421,918	46,861	468,779	307,883
CREDITORS					
Amounts falling due within one year	11	(2,675)	(37)	(2,712)	(1,763)
NET CURRENT ASSETS		<u>419,243</u>	<u>46,824</u>	<u>466,067</u>	<u>306,120</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>420,163</u>	<u>46,824</u>	<u>466,987</u>	<u>307,875</u>
NET ASSETS		<u>420,163</u>	<u>46,824</u>	<u>466,987</u>	<u>307,875</u>
FUNDS	12				
Unrestricted funds				420,163	269,953
Restricted funds				<u>46,824</u>	<u>37,922</u>
TOTAL FUNDS				<u>466,987</u>	<u>307,875</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 29 September 2023 and were signed on its behalf by:


P Collins - Trustee

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Financial reporting standard 102 - reduced disclosure exemptions

The charity has taken advantage of the following disclosure exemptions in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Tangible fixed assets transferred from the Chichester Family Church's Foodbank Project on 1 April 2014 were not valued and have not been capitalised and therefore no depreciation is provided. Fixed assets costing £1,000 or more are capitalised and depreciated at 25% per annum on a straight-line basis. Assets costing less than £1,000 are written off in the year of purchase.

Taxation

The charity is exempt from tax on its charitable activities.

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.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Notes to the Financial Statements - continued
for the Year Ended 31st March 2023

2. DONATIONS AND LEGACIES

	2023	2022
	£	£
Donations	194,237	92,639
Gift aid	25,429	13,448
Legacies	1,346	-
Grants	<u>102,896</u>	<u>22,811</u>
	<u>323,908</u>	<u>128,898</u>

Grants received, included in the above, are as follows:

	2023	2022
	£	£
Other Grants	2,200	500
Trussell Trust	65,871	11,311
West Sussex County Council - Local Assistance Network	6,875	-
Sussex Community Foundation	-	10,000
The Boltini Trust	10,000	-
Arun & Chichester Food Partnership	1,500	-
Adur & Worthing Partnerships & Communities Team	10,000	-
Meadow Blue Community Energy	5,000	-
Southern Co-op	1,450	-
Sainsbury	-	1,000
	<u>102,896</u>	<u>22,811</u>

3. INVESTMENT INCOME

	2023	2022
	£	£
Deposit account interest	<u>2,286</u>	<u>188</u>

4. RAISING FUNDS

Raising donations and legacies

	2023	2022
	£	£
Fundraising costs	<u>195</u>	<u>72</u>

Notes to the Financial Statements - continued
for the Year Ended 31st March 2023**5. CHARITABLE ACTIVITIES COSTS**

	Direct Costs £	Support costs (see note 6) £	Totals £
Foodbank Operation	<u>165,652</u>	<u>1,235</u>	<u>166,887</u>

6. SUPPORT COSTS

	Governance costs £
Foodbank Operation	<u>1,235</u>

Bookkeepers' fees of £3,828 (2022: £3,918) that might be regarded as support costs have been included in direct charitable costs on the basis that they are part of the expense of the charitable activities of the Charity.

Included in governance costs are independent examiner fees of £1,200 (2022: £1,140).

7. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st March 2023 nor for the year ended 31st March 2022.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31st March 2023 nor for the year ended 31st March 2022.

8. STAFF COSTS

	2023 £	2022 £
Wages and salaries	91,028	67,968
Other pension costs	<u>2,713</u>	<u>1,744</u>
	<u>93,741</u>	<u>69,712</u>

The average monthly number of employees during the year was as follows:

	2023 <u>5</u>	2022 <u>4</u>
Administration		

No employees received emoluments in excess of £60,000.

Notes to the Financial Statements - continued
for the Year Ended 31st March 2023**9. TANGIBLE FIXED ASSETS**

	Plant and machinery £
COST	
At 1st April 2022 and 31st March 2023	<u>29,190</u>
DEPRECIATION	
At 1st April 2022	27,435
Charge for year	<u>835</u>
At 31st March 2023	<u>28,270</u>
NET BOOK VALUE	
At 31st March 2023	<u>920</u>
At 31st March 2022	<u>1,755</u>

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023 £	2022 £
Other debtors	2,331	4,410
Prepayments and accrued income	<u>930</u>	<u>930</u>
	<u>3,261</u>	<u>5,340</u>

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023 £	2022 £
Trade creditors	1,762	813
Other creditors	<u>950</u>	<u>950</u>
	<u>2,712</u>	<u>1,763</u>

Notes to the Financial Statements - continued
for the Year Ended 31st March 2023

12. MOVEMENT IN FUNDS

	At 1.4.22 £	Net movement in funds £	Transfers between funds £	At 31.3.23 £
Unrestricted funds				
General fund	90,000	168,148	(158,148)	100,000
Designated fund	<u>179,953</u>	<u>-</u>	<u>140,210</u>	<u>320,163</u>
	269,953	168,148	(17,938)	420,163
Restricted funds				
Midhurst Centre	9,651	(429)	-	9,222
Petworth Centre	7,141	(6,225)	-	916
Selsey Centre	-	(17,938)	17,938	-
Holiday Lunch Packs fund	11,435	504	-	11,939
Salary fund	<u>9,695</u>	<u>15,052</u>	<u>-</u>	<u>24,747</u>
	<u>37,922</u>	<u>(9,036)</u>	<u>17,938</u>	<u>46,824</u>
TOTAL FUNDS	<u>307,875</u>	<u>159,112</u>	<u>-</u>	<u>466,987</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	278,843	(110,695)	168,148
Restricted funds			
Midhurst Centre	28,188	(28,617)	(429)
Petworth Centre	3,162	(9,387)	(6,225)
Selsey Centre	198	(18,136)	(17,938)
Holiday Lunch Packs fund	751	(247)	504
Salary fund	<u>15,052</u>	<u>-</u>	<u>15,052</u>
	<u>47,351</u>	<u>(56,387)</u>	<u>(9,036)</u>
TOTAL FUNDS	<u>326,194</u>	<u>(167,082)</u>	<u>159,112</u>

Notes to the Financial Statements - continued
for the Year Ended 31st March 2023

12. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.21 £	Net movement in funds £	Transfers between funds £	At 31.3.22 £
Unrestricted funds				
General fund	81,713	16,349	(8,062)	90,000
Designated fund	-	-	179,953	179,953
	81,713	16,349	171,891	269,953
Restricted funds				
Midhurst Centre	59,322	507	(50,178)	9,651
Petworth Centre	30,847	1,455	(25,161)	7,141
Selsey Centre	20,330	(10,115)	(10,215)	-
Holiday Lunch Packs fund	76,000	(913)	(63,652)	11,435
Salary fund	29,760	2,620	(22,685)	9,695
	216,259	(6,446)	(171,891)	37,922
TOTAL FUNDS	297,972	9,903	-	307,875

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	105,589	(89,240)	16,349
Restricted funds			
Midhurst Centre	10,228	(9,721)	507
Petworth Centre	4,352	(2,897)	1,455
Selsey Centre	70	(10,185)	(10,115)
Holiday Lunch Packs fund	998	(1,911)	(913)
Salary fund	7,849	(5,229)	2,620
	23,497	(29,943)	(6,446)
TOTAL FUNDS	129,086	(119,183)	9,903

Notes to the Financial Statements - continued
for the Year Ended 31st March 2023

12. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.21 £	Net movement in funds £	Transfers between funds £	At 31.3.23 £
Unrestricted funds				
General fund	81,713	184,497	(166,210)	100,000
Designated fund	<u>-</u>	<u>-</u>	<u>320,163</u>	<u>320,163</u>
	81,713	184,497	153,953	420,163
Restricted funds				
Midhurst Centre	59,322	78	(50,178)	9,222
Petworth Centre	30,847	(4,770)	(25,161)	916
Selsey Centre	20,330	(28,053)	7,723	-
Holiday Lunch Packs fund	76,000	(409)	(63,652)	11,939
Salary fund	<u>29,760</u>	<u>17,672</u>	<u>(22,685)</u>	<u>24,747</u>
	<u>216,259</u>	<u>(15,482)</u>	<u>(153,953)</u>	<u>46,824</u>
TOTAL FUNDS	<u>297,972</u>	<u>169,015</u>	<u>-</u>	<u>466,987</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	384,432	(199,935)	184,497
Restricted funds			
Midhurst Centre	38,416	(38,338)	78
Petworth Centre	7,514	(12,284)	(4,770)
Selsey Centre	268	(28,321)	(28,053)
Holiday Lunch Packs fund	1,749	(2,158)	(409)
Salary fund	<u>22,901</u>	<u>(5,229)</u>	<u>17,672</u>
	<u>70,848</u>	<u>(86,330)</u>	<u>(15,482)</u>
TOTAL FUNDS	<u>455,280</u>	<u>(286,265)</u>	<u>169,015</u>

Transfers between funds

In accordance with the Reserves Policy (see page 5) the General Reserve of £100,000 is deemed to be sufficient to meet the equivalent of 6 months of normal operating costs. The excess funds are held in the Designated Fund which will be held for specific financial commitments as the charity continues to grow to meet the anticipated future demand for its services across the whole of the Chichester District.

A transfer of £17,938 was made from the General Fund to the Selsey Centre to clear the fund deficit.

13. RELATED PARTY DISCLOSURES

The Transformation Centre provided the charity with premises for the year at an annual rent of £12,910. Geraldine Burn is a Trustee of the Transformation Centre. Bruno Kondabeka, the Project Manager's husband, is also a trustee of the Transformation Centre.

Accounts

**Report of the Trustees and
Financial Statements for the Year Ended 31st March 2022
for
Chichester District Foodbank**

Sheen Stickland
Chartered Accountants
7 East Pallant
Chichester
West Sussex
PO19 1TR

Chichester District Foodbank

**Contents of the Financial Statements
for the Year Ended 31st March 2022**

	Page
Report of the Trustees	1 to 7
Independent Examiner's Report	8
Statement of Financial Activities	9
Balance Sheet	10
Notes to the Financial Statements	11 to 18

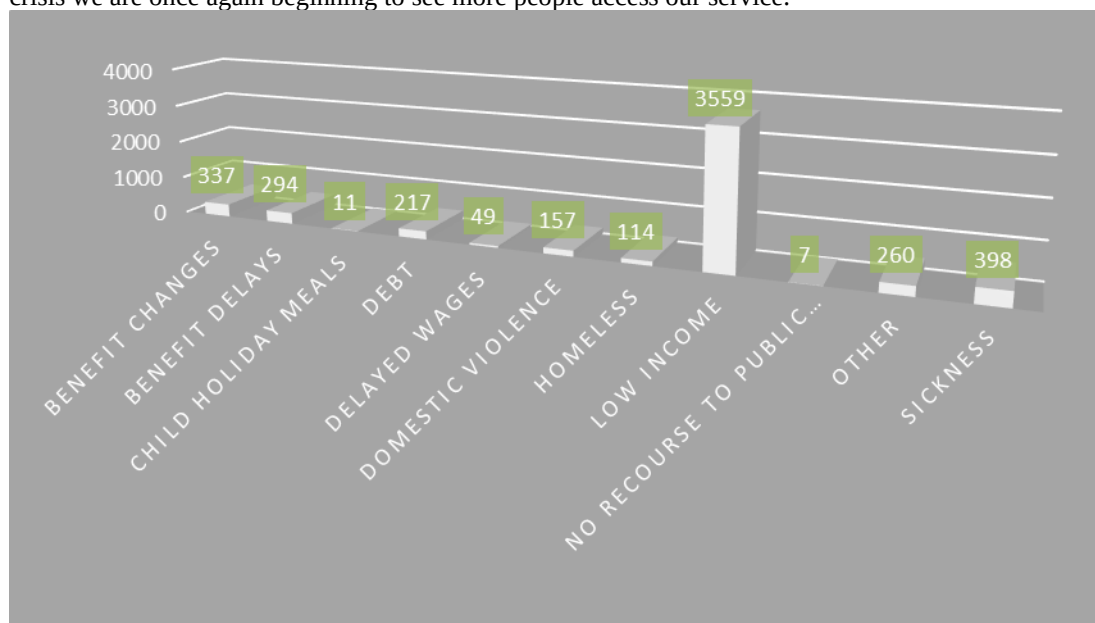
**Report of the Trustees
for the Year Ended 31st March 2022**

The trustees present their report with the financial statements of the charity for the year ended 31st March 2022. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

ACHIEVEMENT AND PERFORMANCE

Main activities undertaken to further the charity's objectives

As Chichester District Foodbank entered April 21 we were still feeling the effects of the Covid-19 pandemic and by the end of March 22 figures were still 48% up, compared to the pre-pandemic year of April 2019 to March 2020. The number of clients fed however, was down on the previous year 20/21 by 8%. At first glance this slight decrease may have suggested that as we were starting to move out of the pandemic less people were using the foodbank, however when examining the number of vouchers fulfilled there was actually only a 1 voucher difference between 20/21 and 21/22, so foodbank usage had in fact remained constant. The decrease was due to the reduction in the number of people being fed per voucher as we saw less two parent families (139) accessing the service when furlough stopped and people went back to work. During 21/22, 2,122 three-day emergency food parcels were given out to feed 5,403 local people in crisis (2,006 were children), compared to 2,123 food parcels feeding 5,889 people in the previous year. During 21/22 we found 64% of all our clients needed our service because they were on low income. These clients were either earning a low wage or could not manage on their benefits due to the fact they were living in a District with a high cost of living. This was compounded by those being placed on furlough during the pandemic as living on 80% of an already low income tipped families into poverty. In a District of which 61% is rural those on low income also faced increased costs for travel to work, school, doctors, supermarkets and to access government services. As a result of the cost of living crisis we are once again beginning to see more people access our service.

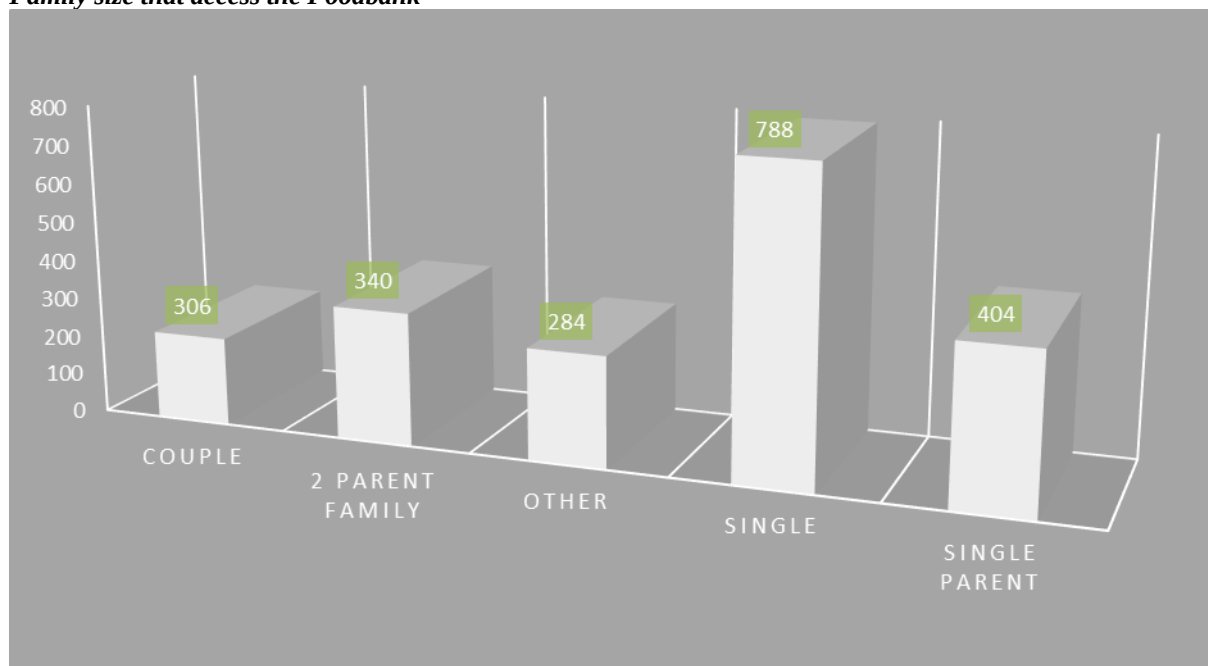


Reasons for people coming (numbers fed)

Covid-19

At the beginning of April 2021 the pandemic still had an effect on the numbers accessing our service and foodbank procedures. We continued to run a delivery only service across the District and a telephone signposting system was set up to support clients. In September the foodbank centre in Chichester and Selsey returned to collection points, where clients could once again pick up a parcel and receive face to face support. Midhurst and Petworth have remained delivery only services. We also saw a very generous increase in food and financial donations during this year. We want to thank the local community for the way they provided food, finance and manpower to get us through this difficult time.

Family size that access the Foodbank



Warehouse

The sorting and storing of food continues to take place in St John's Hall in Chichester. However, the increased demand for food and the need to store prepacked kids lunch packs has continued to place more pressure upon the warehouse space. The Foodbank is currently looking for a new warehouse space of 250m². This will have a financial implication for the Foodbank.

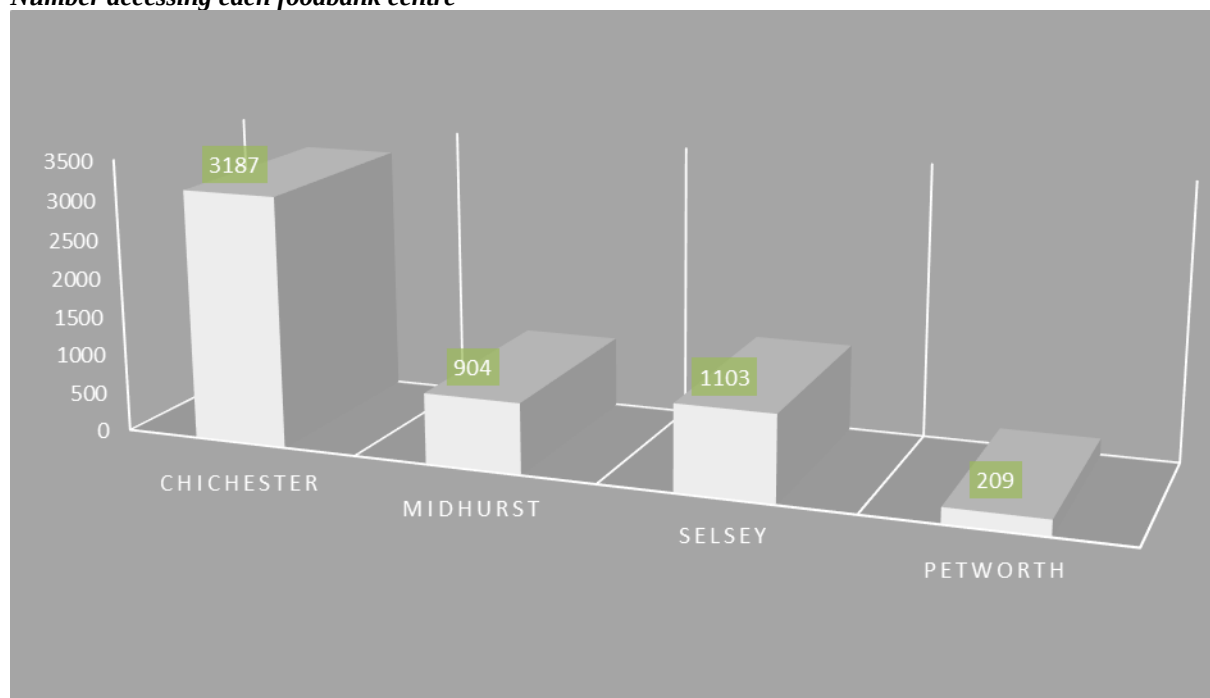
Foodbank Centres

Chichester District covers 303.6 square miles. Chichester District Foodbank has four foodbank centres serving clients across the District, in Chichester, Selsey, Petworth and Midhurst. The Foodbank works with 197 local agencies, including Citizens Advice, Social Services, health professionals, schools and churches who identify people in crisis and give them a foodbank voucher, which they exchange for a 3-day food parcel.

Midhurst have seen a 2% rise in the number of people fed in 2021/22 and Chichester and Petworth a slight decrease.

During the year ending 31st March 2021 we partnered with Selsey Community Forum, who provided support to vulnerable people, to help Selsey residents in crisis. Clients in their initial crisis were referred to the foodbank centre for food and then offered support through the Selsey Care shop, including debt advice. This increased community support, plus the establishment of a pantry has seen a reduced number of people needing to use the foodbank centre in Selsey.

Number accessing each foodbank centre



Kids Holiday Lunch Pack Scheme

Since 2016, Chichester District Foodbank has also responded to child hunger in the school holidays by providing fortnightly lunch packs to children on free school meals due to low income during Easter, Summer and Christmas. There are over 2,400 children in this category in the District. To ensure the packs got to the right children the Foodbank worked with 50 local schools to identify the families that needed help. The pandemic meant we had to develop a new business process to allocate and distribute the lunch packs. Once schools had sent over the number of children who needed help, they were sent a set of codes which were allocated to the families. Families would then fill out a registration form, which they accessed through our website and a parcel was delivered during the week that led up to the holiday. From September 2021, Chichester and Selsey, parents returned to collecting the lunch packs from a number of collection points at local churches across the city and peninsula. Kid's lunch packs cover 10 meals over a fortnightly period. This year we gave out 1,150 (2 parcels per child covering 30 meals to cover 6 weeks) at summer, 808 at Christmas and 615 at Easter worth £18.45 each.

Partnerships

- Chichester District Foodbank relies on the support of local care professionals to refer clients in crisis and this year we had 197 agencies that held our vouchers to give to households in crisis.
- The Foodbank continues to work with "Christians Against Poverty" to help clients budget and get out of debt.
- The Foodbank continues to work with "Chichester Harbour Rotary Club" who provide access to nearly new clothes, bedding, towels, furniture and white goods. Due to the pandemic a leaflet was placed in the food parcels so clients could contact them direct.
- Panther Van Hire continues to support us by lending us a van twice a week to pick up donations and deliver food to the foodbank centres. We are grateful for their ongoing support.
- The Foodbank works with the "Hygiene Bank" who provide toiletries, sanitary and household products, which we are able to give out to our clients as well as food.
- We continue to work with UK Harvest who provided us with fruit and vegetables.
- Arun and Chichester Food Partnership was set up in November 2020 to tackle food insecurity and waste, which Chichester District Foodbank is a member. The Foodbank CEO attends the steering group meetings.
- Since the pandemic we have partnered with Selsey Community Forum, who provide support to vulnerable people in Selsey. We provide food and they offer support, including debt advice.

Public Support

We rely heavily on the generosity of the public to donate food and this year we saw 94,896kg of food, toiletries and household cleaning products donated. 103,563kg was given out in three-day food parcels to individuals and families in crisis or children through the lunch pack scheme.

**Report of the Trustees
for the Year Ended 31st March 2022**

Gifts in Kind

We are grateful for the ongoing support of Panther Hire, who provide a van in kind, twice a week, to pick up and drop off food donations and Wiley Publishers who provide cardboard boxes for our Kids Lunch Packs and Emergency Food Parcels.

A big thank you to all those who support the work we do at Chichester District Foodbank we could not do it without you. Your time, finance and food donations make a real difference to families facing food poverty in the district. Since we opened in September 2012 we have fed 29,069 people, including 11,784 children, until the end of March 2022.

Volunteers

The trustees continue to be grateful for the unstinting efforts of a large number of volunteers who willingly give many hours each week collecting, sorting and distributing food. No exact record is kept of the time given on a voluntary basis, but on an average of 211 volunteers working an estimated average of three hours per week, the value of their contribution, at the level of the living wage, is a total of £312,702 per annum. Without this contribution the Charity could not function.

Fundraising

Donors to Chichester District Foodbank can be assured that it complies with the regulatory standards for fundraising. As a small charity it is not registered with the Fundraising Regulator, but it is committed to adhere to the Code of Fundraising Practice. Fundraising activities are executed by the Charity's employees and volunteers. External fundraising service providers are not used. This report covers the requirements charities must follow as set out in the Charities Act 2016.

It cost £120,926 to provide the Foodbank's services during the year to 31 March 2022. The Trussell Trust granted £7,849 which was restricted to pay for the Operations Manager and Sainsbury granted £1,000 to use on the Kids Lunch Packs and £10,000 from Sussex Community Foundation was unrestricted. Other grants totalled £3,962 and the rest of the funding came from the local community through regular and one-off donations. Fundraising involves writing grant funding applications and encouraging regular and one-off donations from local supporters, businesses and community groups across the District. Enthuse, winners of an Institute of Fundraising award in 2019, provide the Foodbank's online giving platform and the Charity ensures they comply with the Code of Fundraising Practice. In accordance with GDPR regulations the Charity's privacy policy is outlined on its website. Supporters' data is held securely and only used to send Foodbank newsletters or similar communications. Supporters can choose to unsubscribe from the list at any time.

FINANCIAL REVIEW

Financial position

The Charity received support during the year from statutory authorities, grant making trusts, churches, individuals and community groups. Income was £129,086 (2021: £291,098). The reduction in income can be attributed to extraordinary donations received during the 2020 Covid lockdown.

Charitable activity costs totalled £119,111 (2021: £97,892).

At 31 March 2022 the charity held: restricted reserves of £37,922 (2021: £216,259), designated funds of £179,953 to meet development activities as stated in the revised Reserves Policy and unrestricted general reserves of £90,000 (2021: £81,713) (excluding fixed assets).

Investment policy and objectives

Under its constitution the Charity has the power to invest funds in the furtherance of its charitable objectives. Investments must be made in the same manner and subject to the same conditions as are permitted by the Trustee Act 2000. Other than funds on deposit with its bankers the Charity does not currently hold any investments. If at a future date funds are invested elsewhere the trustees will have regard to the need to consider socially responsible investments.

FINANCIAL REVIEW

Reserves policy

The Trustees retain sufficient reserves to meet all financial obligations and ensure the prudent management of the activities of the charity. The nature of the charity's activities can be volatile with the needs of clients fluctuating seasonally, with changes in personal finances and as a result of national economic factors. Income from donations and grants also vary considerably. Consequently, the Trustees agreed to establish a minimum level of £90,000 reserves deemed to be sufficient to meet the equivalent of 6 months of normal operating costs of running the charity and staff redundancy costs in the event the charity ceases to operate.

Unrestricted Funds of £269,953 as at 31st March 2022 exceeds the minimum level of £90,000 primarily as a result of extraordinary donations received during the 2020 Covid lockdown. Consequently, the Trustees have earmarked the remaining funds of £179,953 to a special Designated Fund which will be held for specific financial commitments as the charity continues to grow to meet the anticipated future demand for its services arising from the cost of living crisis. The Fund is designated for three particular development activities:

- Acquiring and equipping a larger warehouse in Chichester which is needed to receive food donations, assemble food packages for clients and kids holiday packs, and for the distribution of food to local centres.
- Implement the Pathfinders Project in 2022 in partnership with the Trussell Trust. The Pathfinders Project strategic themes of Changing Communities, Changing Policy and Changing Minds aim is to find out what works for the Foodbank, what works in communities and for people experiencing poverty and how we can better support the rest of the network in delivering our shared strategic plan. The three-year Project requires a financial commitment from the Chichester Foodbank.
- A new staffing structure suitable to meet the demands on a larger charity. Investing in, equipping and developing staff.

Restricted Funds of £37,922 represent residual grants and donations earmarked for specific projects such as the Kids Holiday Lunch Packs and support for Foodbank Centres across the district.

Due to the nature of the charity this Policy is to be reviewed annually as part of the preparation of the Annual Report and Accounts.

Going concern

After making appropriate enquiries, the trustees have a reasonable expectation that the Charity has adequate resources to continue its operations for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements.

Risk management

The trustees acknowledge they have a duty to identify and review the risks to which the Charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. They have put in place procedures to identify, monitor and review these risks. Risk mitigation and effectiveness is reviewed in March each year and health and safety, safeguarding and financial procedures are reviewed in July each year.

FUTURE DEVELOPMENTS

Rural development: to ensure the optimum balance between need, provision and accessibility the Charity continues to look at ways of providing a service to clients who cannot easily get to a foodbank centre. The charity is looking at purchasing a small transit van to take the foodbank service to rural areas. This will have financial implications on the Foodbank.

Community service: The Charity will continue to provide voluntary positions for individuals needing community service through probation, colleges, Job Clubs and similar organisations.

Outreach worker: Based upon the successful pilot undertaken with Chichester District Council and to meet the growing complex needs of clients, the Foodbank will work towards employing an outreach worker who can help them with their debt, rent arrears, housing issues and other complex needs. This will have financial implications on the Foodbank. During the interim period volunteers will be given more robust signposting training and there will be discussions with the Citizens Advice and Christians Against Poverty to place an advisor in foodbank sessions.

Staffing: The increased demand for the Foodbank in both the city and 3 rural centres has placed a growing pressure upon the existing staff and key volunteers. To increase capacity, the Operations Manager has become a full time role and an administrator has been employed. To meet our strategic aims to address the issues surrounding local poverty and include those with lived experience in our decision making the Foodbank will employ a Local Mobilisation and Campaigns Manager alongside a Lived Experience Coordinator. This will have financial implications on the Foodbank.

Trussell Trust Pathfinder Programme: Chichester District Foodbank was successful in its application to become one of the Trussell Trusts foodbanks to join its development and support programme for the next 3 years. The Foodbank has also been successful in being accepted onto the Organising Local Mobilisation Programme to help tackle local issues causing poverty. This will start in September 2022.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

Recruitment and appointment of new trustees

The Charity's constitution specifies that there must be at least three and not more than ten trustees who serve for a period of three years. They can be reappointed but cannot serve for more than three consecutive terms. In selecting individuals for appointment regard is taken of the skills, knowledge and experience needed for the Charity's effective administration. Before appointment trustees must confirm that they are in sympathy with the Charity's Christian basis and are briefed on the Charity's activities. On appointment they complete Fit and Proper Person forms and Declarations of Interests. New trustees are supplied with a copy of the governing document and with appropriate Charity Commission publications. All trustees take seriously the obligation to maintain their knowledge. Appropriate training is provided.

Executive Remuneration

The Charity does not have a written remuneration policy. It reviews salaries each year and seeks to benchmark against comparable organisations. Trustees do not receive any payment or benefits for their work either as trustees or as volunteers.

Patron

The Charity is honoured by Imogen Stubbs' continuing in her role of patron.

Reporting Serious Incidents

In line with the Charity Commission's guidance on reporting serious incidents, the trustees declare that during the reporting period there were no serious incidents that they have failed to bring to the Commission's attention.

Safeguarding

The Charity works with adults with care and support needs and also has contact with children. It has written safeguarding policies.

Independent Examiner

Amy Kensett of Sheen Stickland is appointed as the Charity's Independent Examiner.

Chichester District Foodbank

**Report of the Trustees
for the Year Ended 31st March 2022**

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1155197

Principal address

Chichester District Foodbank
The Transformation Centre
21 Orchard Street
Chichester
West Sussex
PO19 1DD

Trustees

D A Willis Chairman (resigned 19.7.22)
G Burn
P Collins
A Green (resigned 9.8.22)
T James Treasurer (resigned 16.2.22)
J Roberts
D Grove (appointed 16.2.22)

Patron

Imogen Stubbs

CEO

Joanne Kondebeka

Independent Examiner

A C Kensett FMAAT FCCA
Sheen Stickland
Chartered Accountants
7 East Pallant
Chichester
West Sussex
PO19 1TR

Bankers

CAF Bank Limited
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

Approved by order of the board of trustees on and signed on its behalf by:

.....
P Collins - Trustee

Independent Examiner's Report to the Trustees of Chichester District Foodbank

Independent examiner's report to the trustees of Chichester District Foodbank

I report to the charity trustees on my examination of the accounts of Chichester District Foodbank (the Trust) for the year ended 31st March 2022.

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 Act and in carrying out my examination I have followed all 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust 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 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.

A C Kensett FMAAT FCCA
Sheen Stickland
Chartered Accountants
7 East Pallant
Chichester
West Sussex
PO19 1TR

Date:

Chichester District Foodbank

**Statement of Financial Activities
for the Year Ended 31st March 2022**

	Notes	Unrestricted funds £	Restricted funds £	2022 Total funds £	2021 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	105,401	23,497	128,898	291,067
Investment income	3	<u>188</u>	<u>-</u>	<u>188</u>	<u>31</u>
Total		<u>105,589</u>	<u>23,497</u>	<u>129,086</u>	<u>291,098</u>
EXPENDITURE ON					
Raising funds	4	44	28	72	4,536
Charitable activities	5				
Foodbank Operation		<u>89,196</u>	<u>29,915</u>	<u>119,111</u>	<u>97,892</u>
Total		<u>89,240</u>	<u>29,943</u>	<u>119,183</u>	<u>102,428</u>
NET INCOME/(EXPENDITURE)		16,349	(6,446)	9,903	188,670
Transfers between funds	12	<u>171,891</u>	<u>(171,891)</u>	<u>-</u>	<u>-</u>
Net movement in funds		188,240	(178,337)	9,903	188,670
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>81,713</u>	<u>216,259</u>	<u>297,972</u>	<u>109,302</u>
TOTAL FUNDS CARRIED FORWARD		<u>269,953</u>	<u>37,922</u>	<u>307,875</u>	<u>297,972</u>

The notes form part of these financial statements

Chichester District Foodbank

Balance Sheet
31st March 2022

	Notes	Unrestricted funds £	Restricted funds £	2022 Total funds £	2021 Total funds £
FIXED ASSETS					
Tangible assets	9	26	1,729	1,755	2,885
CURRENT ASSETS					
Debtors	10	5,340	-	5,340	4,920
Cash at bank		<u>266,350</u>	<u>36,193</u>	<u>302,543</u>	<u>294,640</u>
		271,690	36,193	307,883	299,560
CREDITORS					
Amounts falling due within one year	11	(1,763)	-	(1,763)	(4,473)
		<u> </u>	<u> </u>	<u> </u>	<u> </u>
NET CURRENT ASSETS		<u>269,927</u>	<u>36,193</u>	<u>306,120</u>	<u>295,087</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>269,953</u>	<u>37,922</u>	<u>307,875</u>	<u>297,972</u>
NET ASSETS		<u><u>269,953</u></u>	<u><u>37,922</u></u>	<u><u>307,875</u></u>	<u><u>297,972</u></u>
FUNDS	12				
Unrestricted funds				269,953	81,713
Restricted funds				<u>37,922</u>	<u>216,259</u>
TOTAL FUNDS				<u><u>307,875</u></u>	<u><u>297,972</u></u>

The financial statements were approved by the Board of Trustees and authorised for issue on and were signed on its behalf by:

.....
P Collins - Trustee

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Financial reporting standard 102 - reduced disclosure exemptions

The charity has taken advantage of the following disclosure exemptions in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Tangible fixed assets transferred from the Chichester Family Church's Foodbank Project on 1 April 2014 were not valued and have not been capitalised and therefore no depreciation is provided. Fixed assets costing £1,000 or more are capitalised and depreciated at 25% per annum on a straight-line basis. Assets costing less than £1,000 are written off in the year of purchase.

Taxation

The charity is exempt from tax on its charitable activities.

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.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Notes to the Financial Statements - continued
for the Year Ended 31st March 2022

2. DONATIONS AND LEGACIES

	2022	2021
	£	£
Donations	92,639	175,529
Gift aid	13,448	17,357
Grants	<u>22,811</u>	<u>98,181</u>
	<u>128,898</u>	<u>291,067</u>

Grants received, included in the above, are as follows:

	2022	2021
	£	£
Other Grants	500	2,583
Dexam Trust	-	2,000
Midhurst Infant Welfare Trust	-	8,250
Trussell Trust	11,311	12,260
The Aldama Foundation	-	10,000
West Sussex County Council - Local Assistance Network	-	5,000
Sainsbury	1,000	-
Sussex Community Foundation	10,000	40,088
The Ralf Trust	-	3,000
Ferry Farm Community	-	10,000
The Boltini Trust	-	5,000
	<u>22,811</u>	<u>98,181</u>

3. INVESTMENT INCOME

	2022	2021
	£	£
Deposit account interest	<u>188</u>	<u>31</u>

4. RAISING FUNDS

Raising donations and legacies

	2022	2021
	£	£
Fundraising costs	<u>72</u>	<u>4,536</u>

Notes to the Financial Statements - continued
for the Year Ended 31st March 2022**5. CHARITABLE ACTIVITIES COSTS**

	Direct Costs £	Support costs (see note 6) £	Totals £
Foodbank Operation	<u>117,096</u>	<u>2,015</u>	<u>119,111</u>

6. SUPPORT COSTS

	Governance costs £
Foodbank Operation	<u>2,015</u>

Bookkeepers' fees of £3,918 (2021: £2,880) that might be regarded as support costs have been included in direct charitable costs on the basis that they are part of the expense of the charitable activities of the Charity.

Included in governance costs are independent examiner fees of £1,140 (2021: £950).

7. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st March 2022 nor for the year ended 31st March 2021.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31st March 2022 nor for the year ended 31st March 2021.

8. STAFF COSTS

	2022 £	2021 £
Wages and salaries	67,968	53,330
Social security costs	-	3,245
Other pension costs	<u>1,744</u>	<u>1,491</u>
	<u>69,712</u>	<u>58,066</u>

The average monthly number of employees during the year was as follows:

	2022	2021
Administration	<u>4</u>	<u>3</u>

No employees received emoluments in excess of £60,000.

Notes to the Financial Statements - continued
for the Year Ended 31st March 2022**9. TANGIBLE FIXED ASSETS**

	Plant and machinery £
COST	
At 1st April 2021	27,852
Additions	<u>1,338</u>
At 31st March 2022	<u>29,190</u>
DEPRECIATION	
At 1st April 2021	24,967
Charge for year	<u>2,468</u>
At 31st March 2022	<u>27,435</u>
NET BOOK VALUE	
At 31st March 2022	<u><u>1,755</u></u>
At 31st March 2021	<u><u>2,885</u></u>

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022 £	2021 £
Other debtors	4,410	3,990
Prepayments and accrued income	<u>930</u>	<u>930</u>
	<u><u>5,340</u></u>	<u><u>4,920</u></u>

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022 £	2021 £
Trade creditors	813	1,262
Taxation and social security	-	1,444
Other creditors	<u>950</u>	<u>1,767</u>
	<u><u>1,763</u></u>	<u><u>4,473</u></u>

Notes to the Financial Statements - continued
for the Year Ended 31st March 2022

12. MOVEMENT IN FUNDS

	At 1.4.21 £	Net movement in funds £	Transfers between funds £	At 31.3.22 £
Unrestricted funds				
General fund	81,713	16,349	(8,062)	90,000
Designated fund	<u>-</u>	<u>-</u>	<u>179,953</u>	<u>179,953</u>
	81,713	13,084	171,891	269,953
Restricted funds				
Midhurst Centre	59,322	507	(50,178)	9,651
Petworth Centre	30,847	1,455	(25,161)	7,141
Selsey Centre	20,330	(10,115)	(10,215)	-
Holiday Lunch Packs fund	76,000	(913)	(63,652)	11,435
Salary fund	<u>29,760</u>	<u>2,620</u>	<u>(22,685)</u>	<u>9,695</u>
	<u>216,259</u>	<u>(6,446)</u>	<u>(171,891)</u>	<u>37,922</u>
TOTAL FUNDS	<u>297,972</u>	<u>9,903</u>	<u>-</u>	<u>304,610</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	105,589	(89,240)	16,349
Restricted funds			
Midhurst Centre	10,228	(9,721)	507
Petworth Centre	4,352	(2,897)	1,455
Selsey Centre	70	(10,185)	(10,115)
Holiday Lunch Packs fund	998	(1,911)	(913)
Salary fund	<u>7,849</u>	<u>(5,229)</u>	<u>2,620</u>
	<u>23,497</u>	<u>(29,943)</u>	<u>(6,446)</u>
TOTAL FUNDS	<u>129,086</u>	<u>(119,183)</u>	<u>9,903</u>

Notes to the Financial Statements - continued
for the Year Ended 31st March 2022

12. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.20 £	Net movement in funds £	Transfers between funds £	At 31.3.21 £
Unrestricted funds				
General fund	108,355	162,763	(189,405)	81,713
Restricted funds				
Midhurst Centre	-	9,144	50,178	59,322
Petworth Centre	-	5,686	25,161	30,847
Selsey Centre	-	(7,399)	27,729	20,330
Holiday Lunch Packs fund	947	11,401	63,652	76,000
Salary fund	-	7,075	22,685	29,760
	<u>947</u>	<u>25,907</u>	<u>189,405</u>	<u>216,259</u>
TOTAL FUNDS	<u>109,302</u>	<u>188,670</u>	<u>-</u>	<u>297,972</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	216,787	(54,024)	162,763
Restricted funds			
Midhurst Centre	25,343	(16,199)	9,144
Petworth Centre	12,000	(6,314)	5,686
Selsey Centre	2,121	(9,520)	(7,399)
Holiday Lunch Packs fund	22,587	(11,186)	11,401
Salary fund	12,260	(5,185)	7,075
	<u>74,311</u>	<u>(48,404)</u>	<u>25,907</u>
TOTAL FUNDS	<u>291,098</u>	<u>(102,428)</u>	<u>188,670</u>

Notes to the Financial Statements - continued
for the Year Ended 31st March 2022

12. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.20 £	Net movement in funds £	Transfers between funds £	At 31.3.22 £
Unrestricted funds				
General fund	108,355	179,112	(197,467)	90,000
Designated fund	-	-	179,953	179,953
	108,355	179,112	(17,514)	269,953
Restricted funds				
Midhurst Centre	-	9,651	-	9,651
Petworth Centre	-	7,141	-	7,141
Selsey Centre	-	(17,514)	17,514	-
Holiday Lunch Packs fund	947	10,488	-	11,435
Salary fund	-	9,695	-	9,695
	947	19,461	17,514	37,922
TOTAL FUNDS	<u>109,302</u>	<u>198,573</u>	<u>-</u>	<u>307,875</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	322,376	(143,264)	179,112
Restricted funds			
Midhurst Centre	35,571	(25,920)	9,651
Petworth Centre	16,352	(9,211)	7,141
Selsey Centre	2,191	(19,705)	(17,514)
Holiday Lunch Packs fund	23,585	(13,097)	10,488
Salary fund	20,109	(10,414)	9,695
	97,808	(78,347)	19,461
TOTAL FUNDS	<u>420,184</u>	<u>(221,611)</u>	<u>198,573</u>

Transfers between funds

In accordance with the Reserves Policy (see page 5) the General Reserve of £90,000 is deemed to be sufficient to meet the equivalent of 6 months of normal operating costs. The Trustees have created a new Designated Fund of £179,953 which will be held for specific financial commitments as the charity continues to grow to meet the anticipated future demand for its services across the whole of the Chichester District.

A transfer of £17,514 was made from the General Fund to the Selsey Centre to clear the fund deficit.

The remaining transfers between the general fund and restricted funds relates to a correction to the prior year, when overheads were split between the General Fund and Midhurst Centre, Petworth Centre, Selsey Centre, the Holiday Lunch Packs Fund and the Salary Fund. It was decided to reverse this in the current year to more accurately reflect the values of the funds at the year end.

13. RELATED PARTY DISCLOSURES

The Transformation Centre provided the charity with premises for the year at an annual rent of £10,892. Geraldine Burn and Trevor James are both trustees of the Transformation Centre. Bruno Kondabeka, the CEO's husband, is also a trustee of the Transformation Centre.

Accounts

**Report of the Trustees and
Financial Statements for the Year Ended 31st March 2021
for
Chichester District Foodbank**

Sheen Stickland
Chartered Accountants
7 East Pallant
Chichester
West Sussex
PO19 1TR

Chichester District Foodbank

**Contents of the Financial Statements
for the Year Ended 31st March 2021**

	Page
Report of the Trustees	1 to 6
Independent Examiner's Report	7
Statement of Financial Activities	8
Balance Sheet	9
Notes to the Financial Statements	10 to 16

**Report of the Trustees
for the Year Ended 31st March 2021**

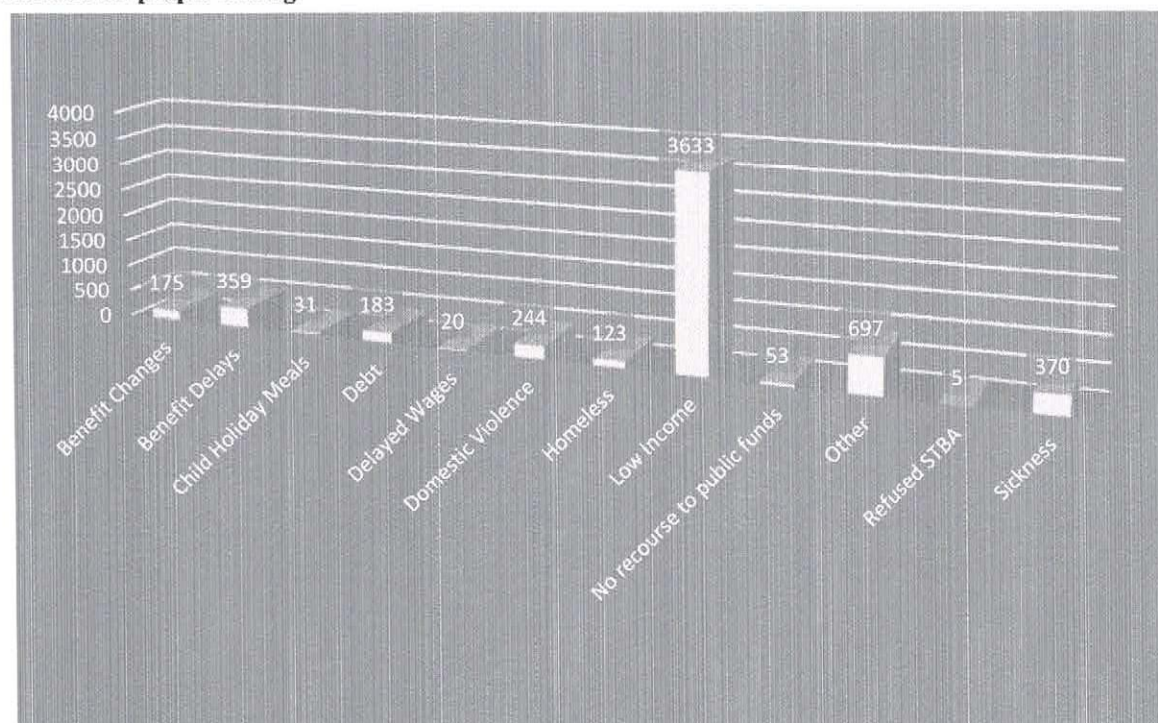
The trustees present their report with the financial statements of the charity for the year ended 31st March 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

ACHIEVEMENT AND PERFORMANCE

Main activities undertaken to further the charity's objectives

Due to the Covid-19 pandemic Chichester District Foodbank has seen its busiest year yet, having seen a 62% increase compared to last year. 2,126 three-day emergency food parcels were given out to feed 5,893 local people in crisis (2,491 were children), compared to 1,429 food parcels feeding 3,643 people in the previous year. The main reason for this was the increased number of families attending the foodbank due to low income. We found 58% of all our clients needed our service because they were on low income. These clients were either earning a low wage or could not manage on their benefits due to living in a District with a high cost of living. This was compounded by those being placed on furlough during the pandemic. In a District of which 61% is rural those on low income also faced increased costs for travel to work, school, doctors, supermarkets and to access government services. Benefit delays and changes as a reason for accessing the foodbank reduced to 9%. Reflecting the national statistics on the rise of victims of domestic abuse fleeing the family home Chichester District Foodbank has this year seen a rise in clients in this category receiving food parcels as we supported charities such as Safe in Sussex and My Sister's House for the first time.

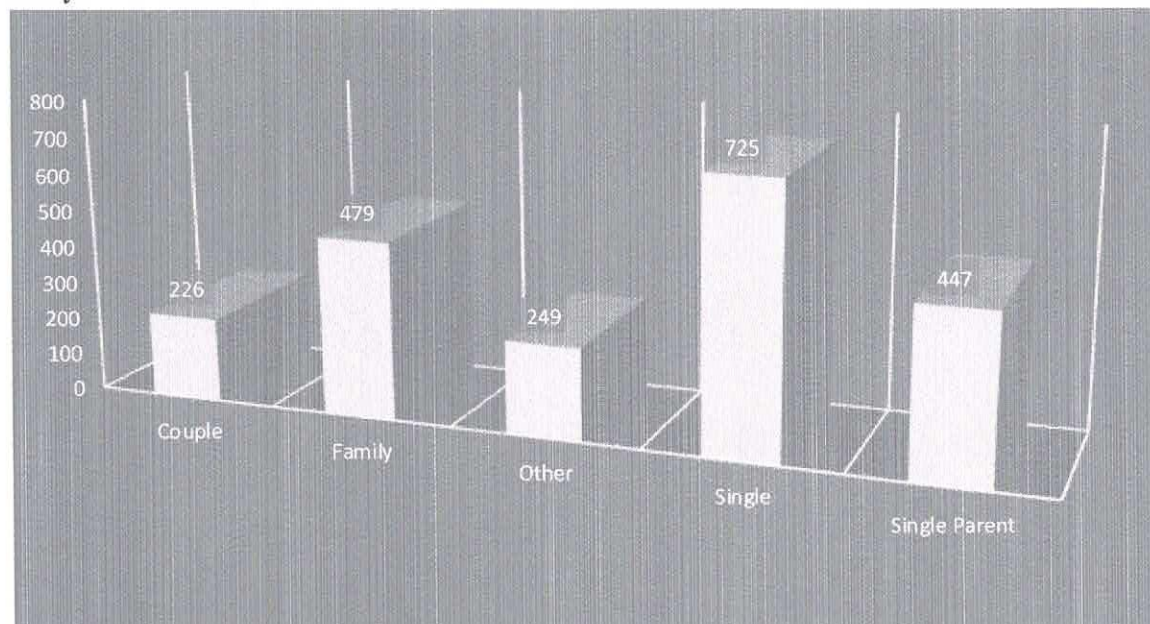
Reasons for people coming



Covid-19

Near the end of March 2020 Chichester District Foodbank had to step up to meet the challenges of the pandemic. On top of a loss of volunteers over 70 years old and a change to a delivery only model, the foodbank in the year to the 31st March 2021 saw a 62% increase in demand compared to the previous year. We also saw a very generous increase in food and financial donations during this year. We want to thank the local community for the way they provided food, finance and manpower to get us through this difficult time.

Family size that access Foodbank



Warehouse

The sorting and storing of food continues to take place in St John's Hall in Chichester. However, the increased demand for food and the need to store prepacked kids lunch packs has placed more pressure upon the warehouse space. The Foodbank is currently looking for a new warehouse space of 250m². This will have a financial implication for the Foodbank.

Foodbank Centres

Chichester District covers 303.6 square miles. Chichester District Foodbank has four foodbank centres serving clients across the district, in Chichester, Selsey, Petworth and Midhurst. The Foodbank works with 192 local agencies, including Citizens Advice, Social Services, health professionals, schools and churches who identify people in crisis and give them a foodbank voucher, which they exchange for a 3-day food parcel.

Each centre saw a rise in demand during the pandemic, but Selsey saw the largest increase where they witnessed a 287% rise in people fed compared to the previous year. Selsey has always been identified, by the Council, as one of the wards that has high deprivation within Chichester District, but the pandemic clearly became a catalyst in compounding the issue. During the year ending 31st March 2021 we partnered with Selsey Community Forum, who provide support to vulnerable people, to help Selsey residents in crisis. We provided food and they offered support, including debt advice.

Kids Holiday Lunch Pack Scheme

Since 2016, Chichester District Foodbank have also responded to child hunger in the school holidays by providing fortnightly lunch packs to children on free school meals due to low income during Easter, Summer and Christmas. There are over 1,900 children in this category in the District. To ensure the packs got to the right children the Foodbank worked with 50 local schools to identify the families that needed help. The pandemic meant we had to develop a new business process to allocate and distribute the lunch packs. Once schools had sent over the number of children who needed help, they were sent a set of codes which were allocated to the families. Families would then fill out a Google form, which they accessed through our website and a parcel was delivered during the week that led up to the holiday. Kid's lunch packs cover 10 meals over a fortnightly period. This year we gave out 884 at Christmas and 934 at Easter worth £18.45 each. Due to the Government provision during the summer holidays 2020 we did not provide lunch packs for this period.

**Report of the Trustees
for the Year Ended 31st March 2021**

Partnerships

- Chichester District Foodbank relies on the support of local care professionals to refer clients in crisis and this year we had 192 agencies that held our vouchers to give to households in crisis.
- The Foodbank continues to work with "Christians Against Poverty" to help clients budget and get out of debt.
- The Foodbank continues to work with "Chichester Harbour Rotary Club" who provide access to nearly new clothes, bedding, towels, furniture and white goods. Due to the pandemic a leaflet was placed in the food parcels so clients could contact them direct.
- Panther Van Hire continues to support us by lending us a van once a week to pick up donations and deliver food to the foodbank centres. We are grateful for their ongoing support.
- The Foodbank works with the "Hygiene Bank" who provide toiletries, sanitary and household products, which we are able to give out to our clients on top of food.
- During the pandemic we worked with UK Harvest who provided us with fruit and vegetables, which was included in client's food parcels.
- Arun and Chichester Food Partnership was set up in November 2020 to tackle food insecurity and waste, which Chichester District Foodbank is a member. The Foodbank CEO attends the steering group meetings.
- Since the pandemic we have partnered with Selsey Community Forum, who provide support to vulnerable people in Selsey. We provide food and they offer support, including debt advice.

Public Support

We rely heavily on the generosity of the public to donate food and this year we saw 100,112.79Kg of food, toiletries and household cleaning products donated. 116,302.52Kg was given out in three-day food parcels to individuals and families in crisis or children through the lunch pack scheme.

A big thank you to all those who support the work we do at Chichester District Foodbank, we could not do it without you. Your time, finance and food donations make a real difference to families facing food poverty in the district. Since we opened in September 2012 we have fed 23,670 people until the end of March 2021.

Volunteers

The trustees continue to be grateful for the unstinting efforts of a large number of volunteers who willingly give many hours each week collecting, sorting and distributing food. No exact record is kept of the time given on a voluntary basis, but on an average of 211 volunteers working an estimated average of three hours per week, the value of their contribution, at the level of the living wage, is a total of £293,281.56 per annum. Without this contribution the Charity could not function.

Fundraising

Donors to Chichester District Foodbank can be assured that it complies with the regulatory standards for fundraising. As a small charity it is not registered with the Fundraising Regulator, but it is committed to adhere to the Code of Fundraising Practice. Fundraising activities are executed by the Charity's employees and volunteers. External fundraising service providers are not used. This report covers the requirements charities must follow as set out in the Charities Act 2016.

It cost £102,042 to provide the Foodbank's services during the year to 31 March 2021. West Sussex County Council granted £45,088 of which £19,588 was restricted to use on the Kids Lunch Packs and £25,000 was unrestricted. Other grants totalled £53,093 and the rest came from the local community through regular and one-off donations.

Fundraising involves writing grant funding applications and encouraging regular and one-off donations from local supporters, businesses and community groups across the District. Enthuse, winners of an Institute of Fundraising award in 2019, provide the Foodbank's online giving platform and the Charity ensures they comply with the Code of Fundraising Practice. In accordance with GDPR regulations the Charity's privacy policy is outlined on its website. Supporters' data is held securely and only used to send Foodbank newsletters or similar communications. Supporters can choose to unsubscribe from the list at any time.

FINANCIAL REVIEW

Financial position

The Charity received support during the year from statutory authorities, grant making trusts, churches, individuals and community groups. Income was £291,066 (2020: £99,558). Charitable activity costs totalled £97,891 (2020: £81,800). At 31 March 2021 the charity held unrestricted reserves of £78,828 (2020: £101,693) (excluding fixed assets). The significant increase in costs was largely due an increase in staffing costs to £58,065 (2020: £39,972)

FINANCIAL REVIEW

Investment policy and objectives

Under its constitution the Charity has the power to invest funds in the furtherance of its charitable objectives. Investments must be made in the same manner and subject to the same conditions as are permitted by the Trustee Act 2000. Other than funds on deposit with its bankers the Charity does not currently hold any investments. If at a future date funds are invested elsewhere the trustees will have regard to the need to consider socially responsible investments.

Reserves policy

The Charity has benefited from generous financial support and from very low cost accommodation both for distribution and storage. As with most charities there are peaks and troughs both in donations and in the calls on its services and therefore reserves are needed to meet the Charity's core costs during periods of reduced income or increased demand. Additionally, the Charity has no security of tenure in respect of the buildings from which it operates and could face the possibility of having to secure alternative space at short notice. It is not possible to determine the costs of acquiring suitable premises and fitting them out for Foodbank use. On this basis the Charity's reserves policy is to hold net current assets equal to £5,000 plus twelve months budgeted operating costs. The reserves required in line with the policy at 31 March 2021 were £90,000. The Covid-19 pandemic and the Foodbank's experience of its income and expenditure are providing the trustees with information which will enable them to critically review the reserves policy and they envisage modifying the policy before 31 March 2022.

Going concern

After making appropriate enquiries, the trustees have a reasonable expectation that the Charity has adequate resources to continue its operations for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements.

Risk management

The trustees acknowledge they have a duty to identify and review the risks to which the Charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. They have put in place procedures to identify, monitor and review these risks. Risk mitigation and effectiveness is reviewed in March each year and health and safety, safeguarding and financial procedures are reviewed in July each year.

FUTURE DEVELOPMENTS

Rural development: to ensure the optimum balance between need, provision and accessibility the Charity continues to look at areas in the Chichester District which may need an agency to hold emergency food parcels.

Community service: The Charity will continue to provide voluntary positions for individuals needing community service through probation, colleges, Job Clubs and similar organisations.

Outreach worker: Based upon the successful pilot undertaken with Chichester District Council and to meet the growing complex needs of clients, the Foodbank will work towards employing an outreach worker who can help them with their debt, rent arrears, housing issues and other complex needs. This will have financial implications on the Foodbank. During the interim period volunteers will be given more robust signposting training and there will be discussions with the Citizens Advice and Christians Against Poverty to place an advisor in foodbank sessions.

Staffing: The increased demand for the Foodbank in both the city and 3 rural centres has placed a growing pressure upon the existing staff and key volunteers. To increase capacity, the Operations Manager will become a full time role and an administrator will be employed. This will have financial implications on the Foodbank.

Trussell Trust Pathfinder Programme: Chichester District Foodbank was successful in its application to become one of the Trussell Trusts foodbanks to join its development and support programme for the next 3 years. The programme starts in October 21.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Recruitment and appointment of new trustees

The Charity's constitution specifies that there must be at least three and not more than ten trustees who serve for a period of three years. They can be reappointed but cannot serve for more than three consecutive terms. In selecting individuals for appointment regard is taken of the skills, knowledge and experience needed for the Charity's effective administration. Before appointment trustees must confirm that they are in sympathy with the Charity's Christian basis and are briefed on the Charity's activities. On appointment they complete Fit and Proper Person forms and Declarations of Interests. New trustees are supplied with a copy of the governing document and with appropriate Charity Commission publications. All trustees take seriously the obligation to maintain their knowledge. Appropriate training is provided.

Executive Remuneration

The Charity does not have a written remuneration policy. It reviews salaries each year and seeks to benchmark against comparable organisations. Trustees do not receive any payment or benefits for their work either as trustees or as volunteers.

Patron

The Charity is honoured by Imogen Stubbs' continuing in her role of patron.

Reporting Serious Incidents

In line with the Charity Commission's guidance on reporting serious incidents, the trustees declare that during the reporting period there were no serious incidents that they have failed to bring to the Commission's attention.

Safeguarding

The Charity works with adults with care and support needs and also has contact with children. It has written safeguarding policies.

Independent Examiner

Amy Kensett of Sheen Stickland was appointed as the Charity's Independent Examiner following the sad death of Nigel Singleton the previous Independent Examiner.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1155197

Principal address

21 Orchard Street
Chichester
West Sussex
PO19 1DD

Trustees

D A Willis Chairman
G Burn
P Collins
A Green
T James Treasurer
J Roberts

Patron

Imogen Stubbs

CEO

Joanne Kondebeka

Chichester District Foodbank

**Report of the Trustees
for the Year Ended 31st March 2021**

REFERENCE AND ADMINISTRATIVE DETAILS

Independent Examiner

A C Kensett FMAAT FCCA
Sheen Stickland
Chartered Accountants
7 East Pallant
Chichester
West Sussex
PO19 1TR

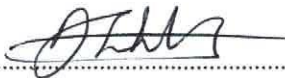
Bankers

CAF Bank Limited
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

Website

www.chichesterdistrict.foddbank.org.uk

Approved by order of the board of trustees on *17th January 2022* and signed on its behalf by:



.....
D A Willis - Trustee

**Independent Examiner's Report to the Trustees of
Chichester District Foodbank**

Independent examiner's report to the trustees of Chichester District Foodbank

I report to the charity trustees on my examination of the accounts of Chichester District Foodbank (the Trust) for the year ended 31st March 2021.

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 Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of the Association of Chartered Certified Accountants which is one of the listed bodies.

I have completed my examination. I confirm that no material 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 Trust 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 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.



A C Kensett FMAAT FCCA
Sheen Stickland
Chartered Accountants
7 East Pallant
Chichester
West Sussex
PO19 1TR

Date: 19/1/2022

Chichester District Foodbank

**Statement of Financial Activities
for the Year Ended 31st March 2021**

		Unrestricted fund £	Restricted funds £	2021 Total funds £	2020 Total funds £
	Notes				
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	216,755	74,311	291,066	99,558
Investment income	3	<u>31</u>	<u>-</u>	<u>31</u>	<u>93</u>
Total		216,786	74,311	291,097	99,651
 EXPENDITURE ON					
Raising funds	4	3,167	1,369	4,536	825
Charitable activities	5				
Foodbank Operation		<u>50,855</u>	<u>47,036</u>	<u>97,891</u>	<u>81,800</u>
Total		<u>54,022</u>	<u>48,405</u>	<u>102,427</u>	<u>82,625</u>
 NET INCOME		162,764	25,906	188,670	17,026
Transfers between funds	12	<u>(189,405)</u>	<u>189,405</u>	<u>-</u>	<u>-</u>
Net movement in funds		(26,641)	215,311	188,670	17,026
 RECONCILIATION OF FUNDS					
Total funds brought forward		<u>108,355</u>	<u>947</u>	<u>109,302</u>	<u>92,276</u>
 TOTAL FUNDS CARRIED FORWARD		<u><u>81,714</u></u>	<u><u>216,258</u></u>	<u><u>297,972</u></u>	<u><u>109,302</u></u>

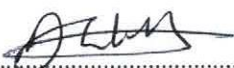
The notes form part of these financial statements

Chichester District Foodbank

**Balance Sheet
31st March 2021**

	Notes	Unrestricted fund £	Restricted funds £	2021 Total funds £	2020 Total funds £
FIXED ASSETS					
Tangible assets	9	1,156	1,729	2,885	6,662
CURRENT ASSETS					
Debtors	10	4,920	-	4,920	11,365
Cash at bank		<u>80,110</u>	<u>214,530</u>	<u>294,640</u>	<u>94,091</u>
		85,030	214,530	299,560	105,456
CREDITORS					
Amounts falling due within one year	11	(4,473)	-	(4,473)	(2,816)
NET CURRENT ASSETS		<u>80,557</u>	<u>214,530</u>	<u>295,087</u>	<u>102,640</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>81,713</u>	<u>216,259</u>	<u>297,972</u>	<u>109,302</u>
NET ASSETS		<u>81,713</u>	<u>216,259</u>	<u>297,972</u>	<u>109,302</u>
FUNDS	12				
Unrestricted funds				81,713	108,355
Restricted funds				<u>216,259</u>	<u>947</u>
TOTAL FUNDS				<u>297,972</u>	<u>109,302</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 17th January 2022 and were signed on its behalf by:


D A Willis - Trustee

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Financial reporting standard 102 - reduced disclosure exemptions

The charity has taken advantage of the following disclosure exemptions in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Tangible fixed assets transferred from the Chichester Family Church's Foodbank Project on 1 April 2014 were not valued and have not been capitalised and therefore no depreciation is provided. Fixed assets costing £1,000 or more are capitalised and depreciated at 25% per annum on a straight-line basis. Assets costing less than £1,000 are written off in the year of purchase.

Taxation

The charity is exempt from tax on its charitable activities.

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.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Notes to the Financial Statements - continued
for the Year Ended 31st March 2021

2. DONATIONS AND LEGACIES

	2021	2020
	£	£
Donations	175,528	70,060
Gift aid	17,357	3,398
Grants	<u>98,181</u>	<u>26,100</u>
	<u>291,066</u>	<u>99,558</u>

Grants received, included in the above, are as follows:

	2021	2020
	£	£
Other Grants	2,583	1,100
Dexam Trust	2,000	5,000
Midhurst Infant Welfare Trust	8,250	-
Trussell Trust	12,260	-
The Aldama Foundation	10,000	-
West Sussex County Council - Local Assistance Network	5,000	5,000
Sussex Community Foundation	40,088	5,000
The Ralf Trust	3,000	-
Ferry Farm Community	10,000	-
The Boltini Trust	<u>5,000</u>	<u>10,000</u>
	<u>98,181</u>	<u>26,100</u>

3. INVESTMENT INCOME

	2021	2020
	£	£
Deposit account interest	<u>31</u>	<u>93</u>

4. RAISING FUNDS

Raising donations and legacies

	2021	2020
	£	£
Fundraising costs	<u>4,536</u>	<u>825</u>

Notes to the Financial Statements - continued
for the Year Ended 31st March 2021

5. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 6) £	Totals £
Foodbank Operation	<u>93,102</u>	<u>4,789</u>	<u>97,891</u>

6. SUPPORT COSTS

	Governance costs £
Foodbank Operation	<u>4,789</u>

Bookkeepers' fees of £2,880 (2020: £1,083) that might be regarded as support costs have been included in direct charitable costs on the basis that they are part of the expense of the charitable activities of the Charity.

Included in governance costs are independent examiner fees of £950 (2020: £612).

7. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st March 2021 nor for the year ended 31st March 2020.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31st March 2021 nor for the year ended 31st March 2020.

8. STAFF COSTS

	2021 £	2020 £
Wages and salaries	53,330	38,808
Social security costs	3,245	-
Other pension costs	<u>1,491</u>	<u>1,164</u>
	<u>58,066</u>	<u>39,972</u>

The average monthly number of employees during the year was as follows:

	2021	2020
Administration	<u>3</u>	<u>3</u>

No employees received emoluments in excess of £60,000.

Notes to the Financial Statements - continued
for the Year Ended 31st March 2021

9. TANGIBLE FIXED ASSETS

	Plant and machinery £
COST	
At 1st April 2020 and 31st March 2021	<u>27,852</u>
DEPRECIATION	
At 1st April 2020	21,190
Charge for year	<u>3,777</u>
At 31st March 2021	<u>24,967</u>
NET BOOK VALUE	
At 31st March 2021	<u>2,885</u>
At 31st March 2020	<u>6,662</u>

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Trade debtors	-	9,140
Other debtors	3,990	1,985
Prepayments and accrued income	<u>930</u>	<u>240</u>
	<u>4,920</u>	<u>11,365</u>

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Trade creditors	1,262	1,711
Taxation and social security	1,444	805
Other creditors	<u>1,767</u>	<u>300</u>
	<u>4,473</u>	<u>2,816</u>

12. MOVEMENT IN FUNDS

	At 1.4.20 £	Net movement in funds £	Transfers between funds £	At 31.3.21 £
Unrestricted funds				
General fund	108,355	162,763	(189,405)	81,713
Restricted funds				
Midhurst Centre	-	9,144	50,178	59,322
Petworth Centre	-	5,686	25,161	30,847
Selsey Centre	-	(7,399)	27,729	20,330
Holiday Lunch Packs fund	947	11,401	63,652	76,000
Salary fund	-	<u>7,075</u>	<u>22,685</u>	<u>29,760</u>
	<u>947</u>	<u>25,907</u>	<u>189,405</u>	<u>216,259</u>
TOTAL FUNDS	<u>109,302</u>	<u>188,670</u>	<u>-</u>	<u>297,972</u>

Notes to the Financial Statements - continued
for the Year Ended 31st March 2021

12. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	216,786	(54,023)	162,763
Restricted funds			
Midhurst Centre	25,343	(16,199)	9,144
Petworth Centre	12,000	(6,314)	5,686
Selsey Centre	2,121	(9,520)	(7,399)
Holiday Lunch Packs fund	22,587	(11,186)	11,401
Salary fund	<u>12,260</u>	<u>(5,185)</u>	<u>7,075</u>
	<u>74,311</u>	<u>(48,404)</u>	<u>25,907</u>
TOTAL FUNDS	<u>291,097</u>	<u>(102,427)</u>	<u>188,670</u>

Comparatives for movement in funds

	At 1.4.19 £	Net movement in funds £	Transfers between funds £	At 31.3.20 £
Unrestricted funds				
General fund	60,937	77,754	(30,336)	108,355
Restricted funds				
Midhurst Centre	3,084	(6,090)	3,006	-
Petworth Centre	-	(13,325)	13,325	-
Selsey Centre	-	(14,005)	14,005	-
Holiday Lunch Packs fund	23,008	(22,061)	-	947
Salary fund	<u>5,247</u>	<u>(5,247)</u>	<u>-</u>	<u>-</u>
	<u>31,339</u>	<u>(60,728)</u>	<u>30,336</u>	<u>947</u>
TOTAL FUNDS	<u>92,276</u>	<u>17,026</u>	<u>-</u>	<u>109,302</u>

Notes to the Financial Statements - continued
for the Year Ended 31st March 2021

12. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	64,976	12,778	77,754
Restricted funds			
Midhurst Centre	13,601	(19,691)	(6,090)
Petworth Centre	3,379	(16,704)	(13,325)
Selsey Centre	2,695	(16,700)	(14,005)
Holiday Lunch Packs fund	5,000	(27,061)	(22,061)
Salary fund	<u>10,000</u>	<u>(15,247)</u>	<u>(5,247)</u>
	<u>34,675</u>	<u>(95,403)</u>	<u>(60,728)</u>
TOTAL FUNDS	<u>99,651</u>	<u>(82,625)</u>	<u>17,026</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.19 £	Net movement in funds £	Transfers between funds £	At 31.3.21 £
Unrestricted funds				
General fund	60,937	240,517	(219,741)	81,713
Restricted funds				
Midhurst Centre	3,084	3,054	53,184	59,322
Petworth Centre	-	(7,639)	38,486	30,847
Selsey Centre	-	(21,404)	41,734	20,330
Holiday Lunch Packs fund	23,008	(10,660)	63,652	76,000
Salary fund	<u>5,247</u>	<u>1,828</u>	<u>22,685</u>	<u>29,760</u>
	<u>31,339</u>	<u>(34,821)</u>	<u>219,741</u>	<u>216,259</u>
TOTAL FUNDS	<u>92,276</u>	<u>205,696</u>	<u>-</u>	<u>297,972</u>

Notes to the Financial Statements - continued
for the Year Ended 31st March 2021

12. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	281,762	(41,245)	240,517
Restricted funds			
Midhurst Centre	38,944	(35,890)	3,054
Petworth Centre	15,379	(23,018)	(7,639)
Selsey Centre	4,816	(26,220)	(21,404)
Holiday Lunch Packs fund	27,587	(38,247)	(10,660)
Salary fund	<u>22,260</u>	<u>(20,432)</u>	<u>1,828</u>
	<u>108,986</u>	<u>(143,807)</u>	<u>(34,821)</u>
TOTAL FUNDS	<u>390,748</u>	<u>(185,052)</u>	<u>205,696</u>

Transfers between the general and unrestricted funds are as a result of overheads being split between the different funds.

13. RELATED PARTY DISCLOSURES

Revelation Family Church provides the Charity with premises, including its registered office, at a nominal rent of £390 per month to the end of February 2021, including utilities and other costs. Bruno Kondabeka, the Project Manager's husband worked for Revelation Family church during the year.