

SHERBORNE FOOD BANK

England & Wales · Charity number 1156481

Details

Status Registered

Legal form CIO

Registered 2014-04-01

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

Contact

Address St. Paul's Church
St. Paul's Close
Sherborne
DT94DU

Phone 07854163869

Email help@sherbornefoodbank.org

Website www.sherbornefoodbank.org

Activities

Objects: TO RELIEVE PERSONS IN THE SHERBORNE AND SURROUNDING AREA WHO ARE IN CONDITIONS OF NEED, HARDSHIP OR DISTRESS (BENEFICIARIES), IN SUCH WAYS AS THE TRUSTEES SHALL FROM TIME TO TIME THINK FIT AND IN ACCORDANCE WITH CHRISTIAN FAITH PRINCIPLES. IN FURTHERANCE OF THE ABOVE OBJECT: A) SPECIFICALLY TO SUPPLY PARCELS OF FOOD TO BENEFICIARIES, WHETHER DIRECTLY OR THROUGH AGENCY PARTNERS APPROVED BY THE TRUSTEES, TO ENSURE A HEALTHY, BALANCED AND NUTRITIOUS DIET SUFFICIENT FOR THEIR IMMEDIATE NEED. B) TO DO ANY OTHER THING CONSISTENT WITH THE PURPOSE OF THE CHARITY, INCLUDING (BUT NOT LIMITED TO) THE SIGN-POSTING OF BENEFICIARIES TO ADVISORY AGENCIES AND OFFERING THE SUPPORT OF CHRISTIAN CHURCHES.

Activities: The supply of parcels of food to beneficiaries, whether directly or through agency partners approved by the trustees, to ensure a healthy, balanced and nutritious diet sufficient for their immediate need.

Classification

- **How:** Other Charitable Activities
- **What:** The Prevention Or Relief Of Poverty
- **Who:** The General Public/mankind

Geography

- Dorset
- Somerset

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£80,925	£100,366	-	-
2023-12-31	£80,925	£100,366	-	-
2022-12-31	£64,605	£63,510	-	-
2021-12-31	£49,291	£28,617	-	-
2020-12-31	£74,010	£13,326	-	-

Trustees

Name	Role	Appointed
Anne Charlotte McDermid		2023-09-21
Cllr Frances Margaret Crossman		2021-12-07
David Edward Kemp		2022-11-24
Dennis Finch		2025-03-20
Rev James Carrington Ker Edie		2022-09-20
Sara Halbard		2025-03-20
Simon Bate		2023-09-21

SHERBORNE FOOD BANK

England & Wales - Charity number 1156481

Accounts

SHERBORNE FOOD BANK

Minutes of the Trustee Meeting held at 7pm on 12 December 2024 At Digby Hall

Present: Simon Bate SB (Trustee & Risk)
Sally Baxter SLB (Trustee & Depot Manager)
Margaret Crossman (Trustee)
Rev Jim Edie (Trustee & Partnerships)
David Kemp DK (Trustee & Chair)
Anne Charlotte McDermid (Trustee)
Charles Sweet CS (Trustee & Safeguarding)
Alex Williams AW (Minutes Secretary & Grants)

1. Welcome and Apologies - apologies were received from Amanda Loram. The Chairman welcomed everyone to the meeting.

2. Minutes of the previous meeting - the minutes of the previous meeting held on 12 September were approved as a correct record and signed by the Chair.

3. Governance

- a. **Chair's report** – Governance over 2024 had been strong with a solid structure of 8 Trustees, 4 Exec members, one ambassador and 2 mentors. New policies have been added to fill gaps including the reserves and risk policy. It has also been agreed to hold re-elections in the Spring to ensure no-one feels taken for granted. JE queried whether a fire risk assessment had been done – DK confirmed that Wessex Fire & Security do an annual service of the fire extinguishers. Current demand is at around 38 households per week, an increase since a low of 24 in May, and expected to rise slightly over Christmas. The review and reduction of delivery content has helped control and reduce expenditure. Current bank holdings are at approximately £135k. DK expressed his thanks to ACMD and Sally for their smart buying and review of packages. The depot was running smoothly with new storage and cages in place. Harvest Festival donations were particularly large this year including a large donation from Sherborne Prep School. Queen Camel GP Surgery and SHARES have recently been added as new referral agencies. DK had meetings planned with Harbour Vale School and the Rendezvous in January. In 2024 we had greater engagement with local businesses such as Hunts and Thales, and DK was planning to meet with Valmeira in the New Year. He had also recently engaged with Wincanton, Gillingham, Yeovil and Castle Cary food banks to make sure there were no gaps in coverage.
- b. **New Trustee** – Amanda Loram has now received an appropriate DBS check.
- c. **Risk** – SB had circulated the risk matrix and had updated it by removing health and safety as it was no longer a current risk. Sally queried whether heavy lifting at the depot was an issue that should be considered. Bill Butters assistance with the fork-lift should

reduce this risk but SB suggested that an additional moving trolley, or perhaps the loan of a supermarket trolley would assist with moving heavy bags and loading into cars.

- d. **Exec meeting** – the notes from the 28th November exec board meeting had been circulated. The goods handling signage had been put up since the meeting. CG had confirmed that the Hendy grant was now at 95% spent.
- e. **Sarah Kempson stand in** – it was agreed that a stand in for Sarah should be sought for when she is unavailable
- f. **SFB boundaries** – DK reported he has spoken with all local foodbanks in the surrounding area to ensure there is no gap in service. Our current service area reaches North as far as Galhampton and South to Cerne Abbas, West to Yeovil and East to Henstridge.
- g. **Data privacy** – DK mentioned there were new Government regulations in relation to data privacy but had asserted that we would not qualify for compliance.

Actions:

1. An occasional stand-in for Sarah Kempson to be sought . DK

4. Depot

- a. **Depot manager's report** – Sally reported that the new storage cages were now in use and had made the stock rotation process more robust. Packing teams were working well and ensuring oldest stocks are used first. More shelving would be helpful on the mezzanine – this would be purchased from Screwfix. The issues with electricity caused by changing over to the new supplier have now been resolved.
The delivery to SHARES works well and has been a useful way of passing on non-standard items received in Harvest Festival donations. There is now a shelf for each organisation at the depot for collection of non-standard items to be passed on.
The Christmas boxes have all been packed and additional items from collections will be added next week before delivery. Boxes contain basic food items as well as Christmas items such as gravy and biscuits. These boxes go to singles and couples, as the donations organised by the Sherborne primary schools cover the families with children. JE explained that this project had been started by Dave Burley at Sherborne Primary and had now been extended to 5 schools. Supporters have raised £15k which covers the costs of a box of basics plus a £60 voucher which can be spent at local shops. Sally said that the school holiday bags had been successful and these contained lunch items as a holiday replacement to free school lunches – given to families with school age children during the holidays.
The Thales volunteer that helps on Thursdays is working out well. Dikes were starting a scheme in January where customers can swap their store loyalty points for donations to the food bank – these would be offered at a discounted price as they don't want to profit from food bank purchases using the points.
The November bridge event had been a success and raised nearly £3k. The event lunch had been catered by Sally and ACMD and friends. A second bridge fundraiser would take place on 13th February.

The shortage of carrier bags had been resolved and were now being supplied by Sainsburys and Iceland.

- b. **Wifi** – Sally is investigating installation costs. DK highlighted the fact that we cannot run an office from the depot or we will become liable for VAT on rent.
- c. **Depot manager replacement** – Sally announced that she would be travelling from April and would be stepping down as Depot Manager and Trustee for the foreseeable future. DK asked Sally to help the Trustees by producing a one-page task list for the role so that we could recruit and/or split the role as necessary. DK expressed thanks to Sally for all her hard work on behalf of Trustees.

Actions

- 1. Additional shelving to be purchased for the mezzanine – Sally
- 2. WIFI installation quotes - Sally
- 3. One page manager task list - Sally
- 4. Recruitment of replacement for Sally – DK

5. Communications

- a. **Events and activities** – DK shared an extensive list of activities taking place in December which is appended to these minutes. [TO BE ADDED]
- b. **Sainsburys 'grab rack'** – this is ready to go and LM is actioning
- c. **MP visit** – Edward Morello MP is visiting the depot on 18th January, time tbc. Trustees are invited to attend. (Now scheduled for 25th January)
- d. **Sherborne Times** – an article is being planned for the February edition.
- e. **Gryphon Kitchen** – (for information only) DK gave an update on the project which had now been funded and opened.

Actions:

- 1. LM liaising with Sainsburys on new 'grab rack'
- 2. Trustees invited to attend the MP depot visit on 25th Jan.

6. Finance

- a. **Report** – a report had been circulated prior to the meeting and approved by the meeting. As of today there is approximately £134k in the combined accounts. Income increased in the last quarter.
- b. **Investment** – DK has met with Amanda Loram to discuss investing food bank funds. They are considering CAF investments and also looking to seek pro bono tax advice as any income on investments may be taxable. We will also need to look to the future at the bigger picture and consider how funds can be spent most effectively. ACMD queried whether we should consider collaborating on a new Fareshare initiative. DK suggested that we put this on the agenda for the next meeting – he will ask all Trustees to review and consider the constitution and discuss our purpose in order to identify new ideas for spending the funds. He also mentioned that in August 2025 we will need to start discussions with the depot landlord regarding rolling on the lease.

- c. **Grants** – we have recently received two further grants from Dorset Council.

Actions:

1. DK/AL to present proposals for investing funds at next meeting
2. Trustees to review the Constitution ahead of the spending discussion at the next meeting and advise DK of options in advance for collation.

7. Referral agencies-

- a. **Harbour Vale School** – JE/DK will meet with them on 16 January.
- b. **The Rendezvous** – DK meeting Helena da Silva Wood on 14 January.
- c. **Queen Camel medical centre** – we've had our first referral from QC, we will accept referrals from them for addresses South of the A303.

Actions:

1. JE/DK to meet HVS on 26 Jan
2. DK to meet Helena da Silva Wood on 14 Jan

8. Institutional Clients – JE has recently taken on the role of Trustee for Partnerships. He already has good relationships with the schools but will touch base with Tinneys, Future Roots and Harbour Vale School soon. JE discussed with Ian Bartle regarding Thornfield, Yetminster and Bradford Abbas schools as whether they should be included as institutional clients.

Deprivation rates, particularly in Yetminster are at higher levels than in Sherborne. Ian Bartle can put numbers and a case for support together for us so we can consider providing free breakfasts and further food-related support. JE said we could look at feeder schools for the Gryphon as an indication of whether to support and he will gather figures in advance of the March meeting for discussion by trustees.

AW queried whether JE would be using the Partnership's e-mail address - he said he'd prefer to use his current e-mail addresses but redirect emails from this address instead.

Actions:

1. JE to speak with Tinneys, Future Roots and Harbour Vale School
2. JE to present to next Trustees meeting regarding extending support to other Sherborne area schools
3. JE to forward Partnerships email account to his existing accounts.

9. Demand – this has increased to 42 households per week. We can expect demand to increase over Christmas in line with previous years

10. Volunteering – now have around 90 volunteers including a new weekly volunteer from Thales. DK is putting together 2 separate volunteering proposals – one for regular depot or driving support, a second for one-off support e.g. the Communifit Christmas run

11. AOB

a.. Fareshare - JE updated the Trustees regarding Fareshare. There were now two larders in Sherborne serving 25-28 families per week. Fareshare is supported locally by HAND (Helping Across North Dorset). They are also promoting credit union support through Wessex Community Bank in the local area. They are trying to provide an alternative to payday loans and leaflets are available at the weekly larders. They are also developing a scheme to teach financial management in schools, starting with a pilot at the Gryphon.

b. Vale Pantry – they now have a large depot and provide walk-in services including advice. They are also developing a workshop to teach financial management for young people.

c. Community Fridge – MC reported that the community fridge is finally up and running at the Pod on Cheap Street. This is open one day a week and local businesses donate their surplus food.

12. Dates of 2025 meetings:

Exec board	Trustees
6 March	20 March
5 June	19 June
4 September	18 September
27 November	11 December

ANNEX – DECEMBER COMMUNITY ENGAGEMENT

DATE	CONTACT	ACTIVITY	BY
4	Magna Housing	Donation of £500	Liz Murray
5	Sherborne Business Awards	Awarded Community Benefit Award for 2 nd year	Liz Murray & Cathie Graham
5	Mogers Drewett	Reception - with funding and produce collection bin	David Kemp
10	Johnsons-Stalbridge	Quarterly charity award of £500	Dennis Finch
	Dike & Son	National award of £1000 credited	Dennis Finch
11	Sherborne Prep School	Food donation & Depot Visit	Margaret & John Crossman
12	Sherborne Connect	Care Home food donation	Anne Charlotte McDermid
15	Street Market	Monthly Cheap Street pitch	Liz Murray
	Communitfit Run	Annual Xmas event for SFB	Cathie Graham
16	Sherborne Abbey	Carol Service reader	John Crossman
18	Battens	Xmas donation of £500	David Kemp & Liz Murray
23	Emergency Clients	Xmas box delivery	Depot teams



SHERBORNE FOOD BANK – 31 December 2024

OPENING BALANCE 1st January 2024

£ 100,812.69

RECEIPTS

Standing Orders	10,881.00	
Donations - one off	84,370.39	*
Justgiving	19,711.58	
Bank Interest	91.66	
	<hr/>	
		115,054.63

EXPENDITURE

Food/Supplies Purchases	- 29,062.09	
Supporting other agencies/organisations	- 16,533.32	
New Depot	- 17,338.17	
Bank Charges	- 60.00	
Admin Expenses		
Phone/Email Services	- 928.40	
Mileage/Fuel	- 189.86	
Website & other fees	- 1,462.14	
Trustee Expenses	- 81.56	
Stationery	- 532.20	
Equipment	- 87.68	
Hall Hire	- 103.75	
Insurance	- 864.33	
Volunteer Event	- 855.88	
	- 5,105.80	
		- 68,099.38

CLOSING BALANCE 31 December 2024

£ 147,767.94

CAF Bank balance on 31 December 2024	75,532.96	
Less expenses to clear	656.33	
		76,189.29

NAT WEST Bank balance on 31 December 2024 71,578.65

£ 147,767.94

* £4512.00 Restricted to buying depot equipment & toiletries (Hendy Foundation) - £4,375.03 spent todate, leaving £136.97

Income - Jan -Dec 2024

	S/O	One Offs	Justgiving	Bank Int	Totals
Jan	815.50	12,967.07	3,606.86		17,389.43
Feb	1,010.50	2,615.00	1,346.70		4,972.20
Mar	953.50	4,791.25	1,378.42	21.23	7,144.40
Apr	913.50	1,794.17	1,759.12		4,466.79
May	863.50	2,846.61	1,227.85		4,937.96
Jun	833.50	13,154.93	2,049.30	20.97	16,058.70
Jul	1,013.50	2,661.10	1,389.79		5,064.39
Aug	863.50	450.00	1,012.24		2,325.74
Sep	913.50	3,208.24	1,275.90	23.39	5,421.03
Oct	863.50	1,775.23	1,673.85		4,312.58
Nov	913.50	19,135.39	1,487.51		21,536.40
Dec	923.50	18,971.40	1,504.04	26.07	21,425.01
	10,881.00	84,370.39	19,711.58	91.66	115,054.63

Expenditure - Jan - Dec 2024

	Supplies	Agencies	Depot	Bank Fee	Expenses	Totals
Jan	- 4,673.83	- 1,240.00	- 1,171.26	- 5.00	- 66.28	- 7,156.37
Feb	- 3,339.24	- 1,240.00	- 1,261.46	- 5.00	- 929.35	- 6,775.05
Mar	- 3,882.48	- 1,000.00	- 1,171.26	- 5.00	- 135.04	- 6,193.78
Apr	- 3,747.34	- 1,000.00	- 1,877.72	- 5.00	- 438.41	- 7,068.47
May	- 3,786.66	- 1,000.00	- 1,463.00	- 5.00	- 223.24	- 6,477.90
Jun	- 1,669.84	- 1,000.00	- 1,171.26	- 5.00	- 834.68	- 4,680.78
Jul	- 2,354.28	- 1,000.00	- 1,258.31	- 5.00	- 1,284.78	- 5,902.37
Aug	- 1,542.09	- 1,280.00	- 1,338.03	- 5.00	- 119.40	- 4,284.52
Sep	- 764.43	- 7,773.32	- 1,292.62	- 5.00	- 195.42	- 10,030.79
Oct	- 600.46	-	- 2,759.38	- 5.00	- 312.67	- 3,677.51
Nov	- 1,411.00	-	- 1,396.43	- 5.00	- 284.73	- 3,097.16
Dec	- 1,290.44	-	- 1,177.44	- 5.00	- 281.80	- 2,754.68
	- 29,062.09	- 16,533.32	- 17,338.17	- 60.00	- 5,105.80	- 68,099.38

Volunteer Event

In	1000.00
Out	-855.88
	£ 144.12



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

SHERBORNE FOOD BANK.

**On accounts for the year
ended**

31-12-2024

**Charity no
(if any)**

1156481

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

**Responsibilities and
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

** Please delete the words in the brackets if they do not apply.*

Signed:

R.D. Towndraw

Date:

6-02-2025

Name:

R.D. TOWNDRAW

**Relevant professional
qualification(s) or body
(if any):**

Address:

11 FAIRFIELD HEIGHTS
SHERBORNE
DT9 4HH

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

SHERBORNE FOOD BANK

England & Wales - Charity number 1156481

Accounts



Trustees' Annual Report for the period

From 1 January 2023
Period end date

Period start date To

31 December 2023

Charity name: Sherborne Food Bank

Charity registration number: 1156481

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>To relieve persons in the Sherborne and surrounding area who are in conditions of need, hardship or distress (Beneficiaries), in such ways as the Trustees shall from time-to-time think fit and in accordance with Christian Faith principles. In furtherance of the above object:</p> <p>a. Specifically, to supply parcels of food to beneficiaries, whether directly or through agency partners approved by the trustees, to ensure a healthy, balanced and nutritious diet sufficient for their immediate need.</p> <p>b. To do any other thing consistent with the purpose of the charity, including (but not limited to) the signposting of beneficiaries to advisory agencies and offering the support of Christian churches.</p>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>Sherborne Food Bank accepts donations of food items from individuals and companies and arranges their delivery primarily to families and individuals in need of food.</p> <p>Food is supplied to persons in need in response to referrals from Social Health & Care Agencies and in accordance with the Charity's agreed policies and procedures.</p> <p>The Charity Trustees regularly monitor the implementation of these policies and procedures , taking due regard to public benefit.</p> <p>Specifically the Charity trustees regularly conduct an internal audit of the Food Bank operations and records, at least annually. The data for 2023 was audited on 11 March 2024.</p>

		<p>Cash funding for the Food Bank is from a combination of individual and institutional donations (e.g. businesses and other charitable bodies), the latter typically providing funds for specific purchases.</p> <p>Volunteer support is crucial for a small charity. There are 60 individuals regularly supporting the work of the Food Bank through practical involvement.</p> <p>Some collect donated items from our collection points, others sort and stack the items in our Depot and others pack the food parcels.</p> <p>A final group of volunteers deliver the parcels as appropriate, There are no paid employees.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Confirmed that Trustees have had such regard

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/a
Contribution made by volunteers	Para 1.38	N/A
Other		N/A

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<ul style="list-style-type: none"> • Volunteer numbers (inc. shoppers/pickers/packers/drivers) have risen from 30 to +/-70 • SFB responded to a 40% increase in demand during 2023 • Weekly food parcels increased from 20 in July to 69 before Christmas 2023 • In 2023 SFB delivered 2288 food parcels • In 2023 SFB supported an average 64 adults and 40 children delivered to each week • SFB continues with outreaches with food and finance to support neighbouring food poverty initiatives and larders, as well as school breakfast clubs and youth groups <p>Support is provided following a referral from the following agencies and others</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	N/A
Performance of fundraising activities against objectives set	Para 1.41	Achieved £80925 income
Investment performance against objectives	Para 1.41	N/A
Other		N/A

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Opening balance at 1/1/2023 was £120,254.01 and the Closing balance was £100,812.69. We have 2 bank accounts, one for day to day running and one for holding reserves of some £60,000 as contingency to be able to run for 6 months
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	See above
Amount of reserves held	Para 1.22	£60,000
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		The charity is a CIO
Type of governing document (trust deed , royal charter)	Para 1.25	Constitution date 1 April 2014
How is the charity constituted? (e.g unincorporated association , CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustee application form used, presentation at interview, DBS checks, references and a vote by other trustees. We have 2 ex office representatives.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Sherborne Food Bank
Other name the charity uses	N/A
Registered charity number	1156481
Charity's principal address	C/O St Paul's Church St Paul's Place Sherborne DT9 4DU

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Dr John Crossman	Trustee	Till 16.09.23	N/A
2	Councillor F. Margaret Crossman	“		N/a
3	Mr. Peter Bryer	“	Till 16.09.23	N/A
4	Mr Peter Feltham	“		N/A
5	Rev Jim Edie	“		N/A
6	Mr. David Kemp	“		N/A
7	Cllr Jill Warburton	“		N/A
8	Mrs Elaine Ennis-Bunt	“	Till 16.09.23	N/A
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name	NONE	

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
NONE		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
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Name of chief executive or names of senior staff members (Optional information)

--

Exemptions from disclosure

Reason for non-disclosure of key personnel details

--


Other optional information

--

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	David Edward Kemp	
Position (eg Secretary, Chair, etc)	Chair & Trustee	
Date	10 April 2024	



SHERBORNE FOOD BANK – 31 December 2023

OPENING BALANCE 1st JANUARY 2023 **£120,254.01**

RECEIPTS

Standing Orders	10,542.90	
Donations - one off	50,134.88	
Justgiving	20,142.36	
Bank Interest	<u>104.85</u>	
		80,924.99

EXPENDITURE

Food/Supplies Purchases	- 43,991.93	
Supporting other agencies/organisations	- 40,239.56	
Longburton Hall Utilities	- 1,500.00	
New Depot	- 9,835.24	
Bank Charges	- 60.00	
Admin Expenses		
Phone	- 187.04	
Mileage/Fuel	- 383.88	
Website & other fees	- 831.42	
Trustee Expenses	- 185.83	
Stationery	- 323.70	
Equipment	- 879.51	
Hall Hire	- 109.25	
Insurance	- 740.11	
Vouchers	- 250.00	
Volunteer Event	- 848.84	
	<u>- 4,739.58</u>	
		- 100,366.31

CLOSING BALANCE 31 December 2023 **£100,812.69**

CAF Bank balance on 31 December 2023	35,418.50	
Less expenses to clear	<u>- 441.72</u>	
		34,976.78

NAT WEST Bank balance on 31 December 2023 65,835.91

£ 100,812.69

Income - Jan -Dec 2023

	S/O	One Offs	Justgiving	Bank Int	Totals
Jan	845.50	7,087.49	3,202.05		11,135.04
Feb	985.50	2,648.31	1,632.00		5,265.81
Mar	865.50	2,295.16	811.81	27.30	3,999.77
Apr	834.90	1,810.90	728.48		3,374.28
May	800.50	970.36	1,621.47		3,392.33
Jun	805.50	12,048.00	2,053.70	31.30	14,938.50
Jul	1,003.00	1,014.00	1,036.44		3,053.44
Aug	860.50	3,843.00	1,512.40		6,215.90
Sep	780.50	1,695.05	1,331.99	28.67	3,836.21
Nov	780.50	1,518.85	1,430.56		3,729.91
Nov	1,065.50	7,410.68	1,285.04		9,761.22
Dec	915.50	7,793.08	3,496.42	17.58	12,222.58
	10,542.90	50,134.88	20,142.36	104.85	80,924.99

Expenditure - Jan - Dec 2023

	Agencies	Supplies	Utilities	Expenses	Bank Fee	New Depot	Totals
Jan	- 819.31	- 3,600.87	- 150.00	- 177.05	- 5.00		- 3,932.92
Feb	- 1,899.95	- 1,814.59	- 150.00	- 139.35	- 5.00		- 2,108.94
Mar	- 1,367.23	- 1,008.61	- 150.00	- 184.07	- 5.00		- 1,347.68
Apr	- 1,405.46	- 4,729.83	- 150.00	- 174.10	- 5.00		- 5,058.93
May	- 1,106.40	- 3,842.74	- 150.00	- 280.05	- 5.00		- 4,277.79
Jun	- 1,101.21	- 3,821.44	- 150.00	- 32.85	- 5.00		- 4,009.29
Jul	- 1,140.00	- 2,742.35	- 150.00	- 992.01	- 5.00		- 3,889.36
Aug	- 26,440.00	- 4,436.07	- 150.00	- 998.07	- 5.00		- 5,589.14
Sep	- 1,240.00	- 3,539.81	- 150.00	- 204.00	- 5.00		- 3,898.81
Nov	- 1,240.00	- 3,971.54	- 150.00	- 229.20	- 5.00	- 7,424.32	- 4,355.74
Nov	- 1,240.00	- 4,502.14	-	- 995.52	- 5.00	- 1,171.26	- 7,913.92
Dec	- 1,240.00	- 5,981.94	-	- 333.31	- 5.00	- 1,239.66	- 6,320.25
	- 40,239.56	- 43,991.93	- 1,500.00	- 4,739.58	- 60.00	- 9,835.24	-£ 100,366.31

Support to Agencies	MPFS	-6,846.42
	Vale Pantry	-5,200.00
	Abbey Primary	-10,150.00
	SCK	-2,880.00
	Sherborne Primary	-10,150.00
	Gryphon	-2,000.00
	Future Roots Ltd	-1,000.00
	Tinneys	-1,000.00
	Harbour Vale	-1,000.00
	The Pod	-13.14
		-40,239.56



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

SHELBORNE FOOD BANK

**On accounts for the year
ended**

31.12.23

**Charity no
(if any)**

1156481

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

**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").

**Independent
examiner's statement**

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

** Please delete the words in the brackets if they do not apply.*

Signed:

R D Townsend

Date:

11-03-24

Name:

ROD TOWNSEND

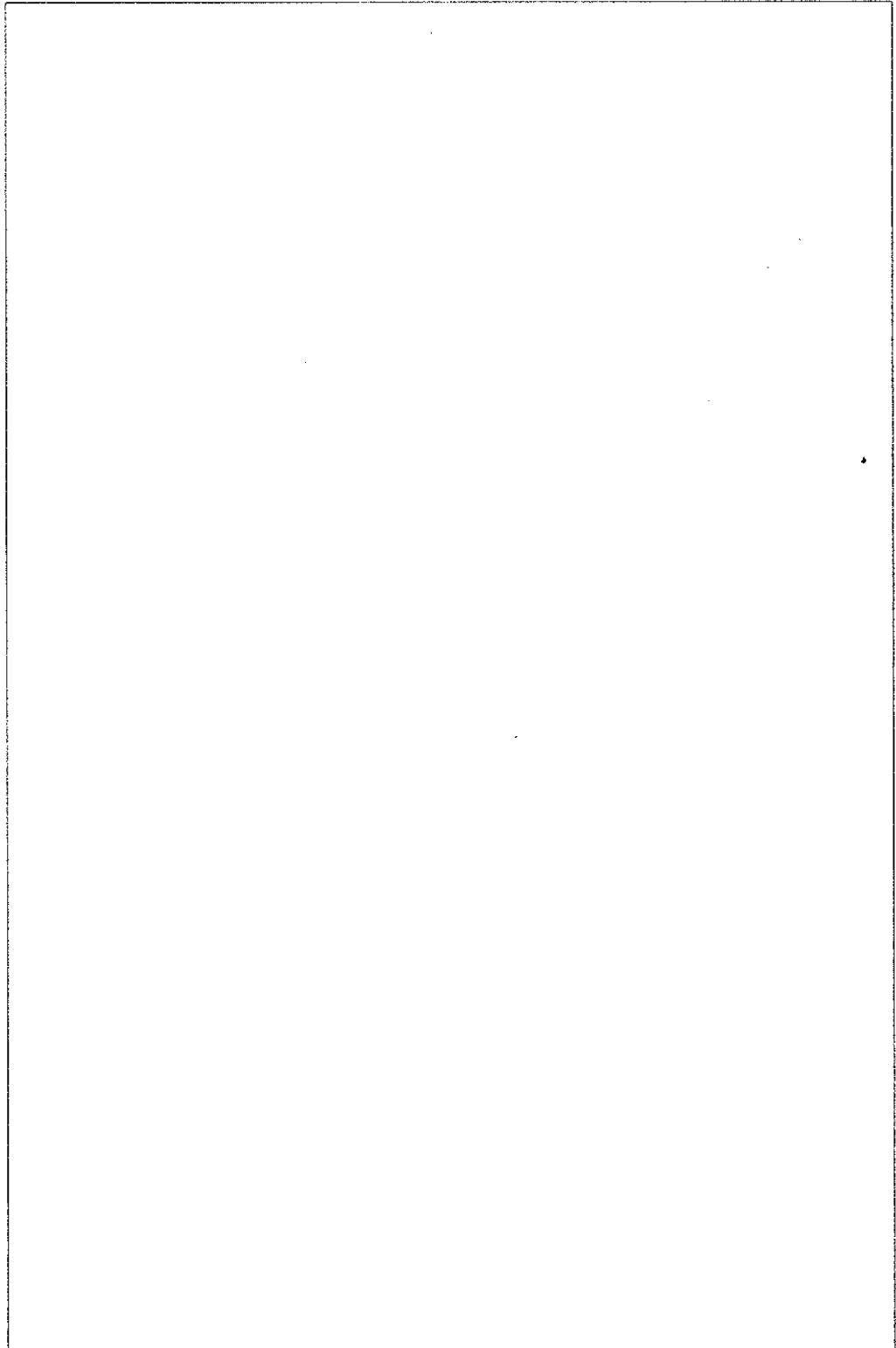
**Relevant professional
qualification(s) or body
(if any):**

Address:

MILL MOUSE, FAIRFIELD HEIGHTS,
SHELBORNE, DT9 4HH

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.



SHERBORNE FOOD BANK

England & Wales - Charity number 1156481

Accounts



Trustees' Annual Report for the period

From **1 January 2022** Period start date To **31 December 2022** Period end date

Charity name: Sherborne Food Bank

Charity registration number: 1156481

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To relieve persons in the Sherborne and surrounding area who are in conditions of need, hardship or distress (Beneficiaries), in such ways as the Trustees shall from time-to-time think fit and in accordance with Christian Faith principles. In furtherance of the above object: a. Specifically, to supply parcels of food to beneficiaries, whether directly or through agency partners approved by the trustees, to ensure a healthy, balanced and nutritious diet sufficient for their immediate need. b. To do any other thing consistent with the purpose of the charity, including (but not limited to) the signposting of beneficiaries to advisory agencies and offering the support of Christian churches.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Sherborne Food Bank accepts donations of food items from individuals and companies and arranges their delivery primarily to families and individuals in need of food. Food is supplied to persons in need in response to referrals from Social Health & Care Agencies and in accordance with the Charity's agreed policies and procedures. The Charity Trustees regularly monitor the implementation of these policies and procedures, taking due regard to public benefit. Specifically the Charity trustees regularly conduct an internal audit of the Food Bank operations and records, at least annually. The data for 2022 was audited on 20th February 2023.

		<p>Cash funding for the Food Bank is from a combination of individual and institutional donations (e.g. businesses and other charitable bodies), the latter typically providing funds for specific purchases.</p> <p>Volunteer support is crucial for a small charity. There are 60 individuals regularly supporting the work of the Food Bank through practical involvement.</p> <p>Some collect donated items from our collection points, others sort and stack the items in our Depot and others pack the food parcels.</p> <p>A final group of volunteers deliver the parcels as appropriate, There are no paid employees.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Confirmed that Trustees have had such regard

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/a
Contribution made by volunteers	Para 1.38	N/A
Other		N/A

Achievements and Performance

	SORP reference	
--	----------------	--

<p>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</p>	<p>Para 1.20</p>	<p>SFB continued critical food deliveries throughout the pandemic</p> <ul style="list-style-type: none"> • Volunteer numbers (inc. shoppers/pickers/packers/drivers) have risen from 30 to +/-70 • Increased demand has required a new Executive Board to support the Trustees • SFB responded to a 47% increase in demand during 2022 • Weekly food parcels increased from 23 in July to 69 before Christmas 2022 • In 2022 SFB delivered 1901 food parcels to 218 households • In 2022 SFB supported 298 adults and 221 children • SFB hit a demand crisis situation in 2022 but has worked through it • SFB now outreaches with food and finance to support neighbouring food poverty initiatives and larders, as well as school breakfast clubs and youth groups <p>Support is provided following a referral from the following agencies and others</p>
--	------------------	---

Additional information (optional)

You may choose to include further statements where relevant about:

<p>Achievements against objectives set</p>	<p>Para 1.41</p>	<p>N/A</p>
<p>Performance of fundraising activities against objectives set</p>	<p>Para 1.41</p>	<p>Achieved £63935 income</p>
<p>Investment performance against objectives</p>	<p>Para 1.41</p>	<p>N/A</p>
<p>Other</p>		<p>N/A</p>

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Opening balance at 1/1/2022 was £119,159.71 and the Closing balance was £120,254.01. We have 2 bank accounts, one for day to day running and one for holding reserves of some £60,000 as contingency to be able to run for 6 months if we were to lose the use of the Depot for which we pay no rent.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	See above
Amount of reserves held	Para 1.22	£60,000
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		The charity is a CIO
Type of governing document (trust deed , royal charter)	Para 1.25	Constitution date 1 April 2014
How is the charity constituted? (e.g unincorporated association , CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustee application form used, presentation at interview, DBS checks, references and a vote by other trustees. We have 2 ex office representatives.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Sherborne Food Bank
Other name the charity uses	N/A
Registered charity number	1156481
Charity's principal address	C/O St Paul's Church St Paul's Place Sherborne DT9 4DU

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Dr John Crossman	Trustee		N/A
2	Councillor F. Margaret Crossman	“		N/a
3	Mr. Peter Bryer	“		N/A
4	Catherine Graham	“		N/A
5	Rev Jim Edie	“	From September	N/A
6	Mr. David Kemp	“	From 24/11/2022	N/A
7	Cllr Jill Warburton	“	From September	N/A
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name	NONE	

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
NONE		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
-----------------	------	---------

Name of chief executive or names of senior staff members (Optional information)

--

Exemptions from disclosure

Reason for non-disclosure of key personnel details

--


Other optional information

--

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Catherine Graham	
Position (eg Secretary, Chair, etc)	Treasurer & Trustee	
Date	2 nd March 2023	



SHERBORNE FOOD BANK – 31 December 2022

OPENING BALANCE 1st JANUARY 2022 **£119,159.71**

RECEIPTS

Standing Orders	9,577.00	
Donations	54,357.55	
Housing Assistance	623.00	
Bank Interest	47.41	
		64,604.96

EXPENDITURE

Food/Supplies Purchases	-35,871.36	
Supporting other agencies/organisations	-20,639.01	
Longburton Hall Rent	-1,500.00	
Housing Assistance	-2,919.00	
Depot Maintenance	-485.00	
Bank Charges	-57.50	
Admin Expenses - Phone	-164.37	
Stationery/Toner	-464.29	
Trustee Gifts	-200.00	
Mileage/Fuel	-316.63	
Insurance	-507.13	
NVC Membership	-55.00	
DBS Checking	-61.20	
PR Expenses	-39.35	
ICO Fee	-35.00	
Website fees	-195.82	
	-2,038.79	
		-63,510.66

CLOSING BALANCE 31 DECEMBER 2022

£120,254.01

CAF Bank balance on 31 December 2022 52,005.29

NAT WEST Bank balance on 31 December 2022 68,655.31

£120,660.60

Less Payments to clear = £32.79 phone expenses + £373.80 for supplies -406.59

£120,254.01



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
SHERBORNE FOOD BANK

**On accounts for the year
ended**

2022 Charity no
(if any)

Set out on pages

(Remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **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 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed: **R.D. Towndrow**

Date: **20-02-2023**

Name: **R.D. TOWNDROW**

**Relevant professional
qualification(s) or body
(if any):**

Address:

**HILL HOUSE FAIRFIELD HEIGHTS
SHERBORNE DORSET
DT9 4HH**

SHERBORNE FOOD BANK

England & Wales - Charity number 1156481

Accounts



Trustees' Annual Report for the period

Period start date: 1 January 2021
 Period end date: 31 December 2021
 From To

Section A Reference and administration details

Charity name: SHERBORNE FOOD BANK

Other names charity is known by:

Registered charity number (if any): 1156481

Charity's principal address: St Paul's Church
 St Paul's Close
 Sherborne, Dorset
 Postcode: DT9 4DU

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Mr Peter Bryer			n/a
2	Mr Andrew Horsey	Treasurer	1/1/2021 to 18/5/2021	n/a
3	Dr John Crossman			n/a
4	Mr Antony Edwards			n/a
5	Cllr Frances Crossman		From 7/12/2021	n/a
6				
7				
8				
9				
10				

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document: Constitution dated 1 April 2014

How the charity is constituted: Charitable Incorporated Organisation

Trustee selection methods: Appointed by existing Trustees, except 2 ex-officio

Summary of the objects of the charity set out in its governing document

To relieve persons in the Sherborne and surrounding area who are in conditions of need, hardship or distress (beneficiaries), in such ways as the Trustees shall from time to time think fit and in accordance with Christian faith principles.

In furtherance of the above object:

- a) specifically to supply parcels of food to beneficiaries, whether directly or through agency partners approved by the Trustees, to ensure a healthy, balanced and nutritious diet sufficient for their immediate need.
- b) to do any other thing consistent with the purpose of the charity, including (but not limited to) the sign-posting of beneficiaries to advisory agencies and offering the support of Christian churches.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Sherborne Food Bank accepts donations of food items from individuals and companies, and arranges their delivery primarily to individuals and families in need of food.

Food is supplied to persons in need in response to referrals from Social, Health and Care Agencies and in accordance with the charity's agreed policies and procedures.

The Charity Trustees regularly monitor the implementation of these policies and procedures, taking due regard to public benefit.

Specifically, the Charity Trustees regularly conduct an internal audit of the Food Bank operations and records, at least annually. The data for 2021 operations was audited on 10th February 2022.

Cash funding for the Food Bank is from a combination of individual and institutional donations (e.g. businesses and other charitable bodies), the latter typically providing funds for specific purchases.

Volunteer support is crucial for a small charity and there are over 50 individuals regularly supporting the work of the Food Bank through practical involvement. Some collect donated items from our collection points, others sort and stack the items in our depot (premises provided free of charge) and others pack the food parcels. A final group of volunteers deliver the parcels as appropriate. There are no paid employees.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

During the period January – December 2021 a total of 1297 weekly food parcel deliveries were made (a 5% decrease on the previous year). These were delivered to 178 known households, representing 245 adults (an decrease of 44 on previous year) and 196 children (an decrease of 32 on previous year).

Of these 178 households, 63 were Single occupancy, 53 were 2 Adults or 1 Child & 1 Adult, 39 were Families (normally 2 Adults + 2 Children) and 23 were Large Families (more than 4 in the household).

Referrals are usually made for an initial duration of 3 – 6 weeks. Over the period of this report, 120 (-8) households were up to 6 weeks duration, 34 (-5) were 7 to 12 weeks, 10 (-1) were 13 to 18 week, 7 (-1) were 19 to 24 weeks and 7 (+5) for 25+ weeks. The majority of parcels are therefore provided for short-term support but with a significant minority being long-term. Some of these households are likely to continue to be in receipt of food parcels into 2022.

The ongoing viability of the Food Bank is maintained by the regular donations of both food stuffs and cash, the strong volunteer base of over 50 committed volunteers and the effective implementation of policies and procedures for its operations. The Food Bank continues to be in a strong position to be able to continue to provide food for those in need.

Section E

Financial review

Brief statement of the charity's policy on reserves

The Charity's throughput is largely based on materials (food and household essentials) not cash, and as already stated there are no paid employees. Nevertheless the Trustees consider that Reserves to cover 6 months running costs would be prudent and appropriate for a charity of this size.

Details of any funds materially in deficit

Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

During 2020/2021 the Charity had increased expenditure, purchasing food and household essentials as we received proportionally higher donations of cash rather than materials. Additionally, during 2021 our Food Parcels were improved by the inclusion of fresh produce (fruit, vegetables and Bread) as a result of increased cash donations. These items have to be purchased each week.

With increased cash donations being made to the Food Bank our fund holding has increased and the Trustees have applied to open a second Bank Account. This account will hold our Reserves and a contingency fund for new premises.

Section F**Other optional information**

--

Section G**Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)	<i>Andrew Horsey</i>	<i>Anthony J. Edwards</i>
Full name(s)	ANDREW HORSEY	Anthony James Edwards
Position (eg Secretary, Chair, etc)	Acting Chairman	Trustee
Date	3 rd March 2022	



SHERBORNE FOOD BANK - 31 December 2021

OPENING BALANCE 1st JANUARY 2021

**£
93,455.69**

RECEIPTS

Standing Orders	7876.00
CAF	910.00
Just Giving/Giving Com Ltd	15816.27
Donations*	24354.79
Fraud Refund	333.53

49290.59

EXPENDITURE

Food/Supplies Purchases	-12900.00
Longburton Hall Rent	-1200.00
Future Roots	-1000.00
Housing Assistance	-1539.00
Fraud Payment	-333.53
Depot Equipment	-2359.09
Transfer to open CAF Account	-5000.00
Admin Expenses	St Pauls -
Insurance -	447.40
Laptop -	278.00
Mileage/phone -	139.07
Stationery/Postage	108.98
Leaflet Printing	181.00
Gifts	130.50

3000.00

-28616.57

CLOSING BALANCE 31 DECEMBER 2021

£114,129.71



Section A

Independent Examiner's Report

Report to the trustees/ members of

SHERBORNE FOOD BANK

On accounts for the year ended

DECEMBER 2021

Charity no (if any)

1156481

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2021.

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

~~[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

* Please delete the words in the brackets if they do not apply.

Signed:

R D Townsend

Date:

25/02/2022

Name:

ROY. D. TOWNSEND

Relevant professional qualification(s) or body

(if any):

--

Address:

HILL HOUSE

11 FAIRFIELD HEIGHTS

SHERBORNE DT9 4HH

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

--

SHERBORNE FOOD BANK

England & Wales - Charity number 1156481

Accounts

Trustees' Annual Report for the period

From Period start date 1 January 2020 **To** Period end date 31 December 2020

Section A Reference and administration details

Charity name Sherborne Food Bank

Other names charity is known by

Registered charity number (if any) 1156481

Charity's principal address

St. Paul's Church	
St. Paul's Close	
Sherborne Dorset	
Postcode	DT9 4DU

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Rev John Tregale	Chair		Parish of Sherborne
2	Mr Peter Bryer			n/a
3	Mr Andrew Horsey	Treasurer		n/a
4	Dr John Crossman			n/a
5	Mr Antony Edwards			n/a
6				
7				
8				

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document <small>(eg. trust deed, articles)</small>	Constitution dated 1 April 2014
How the charity is constituted <small>(eg. trust, association, company)</small>	Charitable Incorporated Organisation
Trustee selection methods <small>(eg. appointed by elector)</small>	Appointed by existing Trustees, except 2 ex-officio

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

TO RELIEVE PERSONS IN THE SHERBORNE AND SURROUNDING AREA WHO ARE IN CONDITIONS OF NEED, HARDSHIP OR DISTRESS (BENEFICIARIES), IN SUCH WAYS AS THE TRUSTEES SHALL FROM TIME TO TIME THINK FIT AND IN ACCORDANCE WITH CHRISTIAN FAITH PRINCIPLES.
IN FURTHERANCE OF THE ABOVE OBJECT:
A) SPECIFICALLY TO SUPPLY PARCELS OF FOOD TO BENEFICIARIES, WHETHER DIRECTLY OR THROUGH AGENCY PARTNERS APPROVED BY THE TRUSTEES, TO ENSURE A HEALTHY, BALANCED AND NUTRITIOUS DIET SUFFICIENT FOR THEIR IMMEDIATE NEED.
B) TO DO ANY OTHER THING CONSISTENT WITH THE PURPOSE OF THE CHARITY, INCLUDING (BUT NOT LIMITED TO) THE SIGN-POSTING OF BENEFICIARIES TO ADVISORY AGENCIES AND OFFERING THE SUPPORT OF CHRISTIAN CHURCHES.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Sherborne Food Bank accepts donations of food items from individuals and companies, and arranges their delivery to individuals and families in need of food.

Food is supplied to persons in need in response to referrals from Social, Health and Care Agencies and in accordance with the charity's agreed policies and procedures.

The charity trustees regularly monitor the implementation of these policies and procedures, taking due regard to public benefit.

Specifically, the charity trustees regularly conduct an internal audit of the Food Bank operations and records, at least annually. The data for 2020 operations was audited on 1st March 2021.

Cash funding for the Food Bank is from a combination of individual and institutional donations (e.g. businesses and other charitable bodies), the latter typically providing funds for specific purchases.

Volunteer support is crucial for a small charity and there are over 50 individuals regularly supporting the work of the Food Bank through practical involvement. Some collect donated items from our collection points, others sort and stack the items in our depot (premises provided free of charge) and others pack the food parcels. A final group of volunteers deliver the parcels as appropriate. There are no paid employees.

Additional details of objectives and activities (Optional information)

You may choose to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

During the period January – December 2020 a total of 1370 weekly food parcel deliveries were made (a 14% increase on the previous year). These were delivered to 191 known households, representing 289 adults (an increase of 68 on previous year) and 228 children (an increase of 58 on previous year).

Of these 191 households, 66 were Single occupancy, 47 were 2 Adults or 1 Child & 1 Adult, 53 were Families (normally 2 Adults + 2 Children) and 25 were Large Families (more than 4 in the household).

Referrals are usually made for an initial duration of 3 – 6 weeks. Over the period of this report, 128 (+36) households were up to 6 weeks duration, 39 (+13) were 7 to 12 weeks, 14 (+2) were 13 to 18 week, 8 (+2) were 19 to 24 weeks and 2 (-3) for 25+ weeks. The majority of parcels are therefore provided for short-term support but with a significant minority being long-term. Some of these households are likely to be continuing in receipt of food parcels into 2021.

The ongoing viability of the Food Bank is maintained by the regular donations of both food stuffs and cash, the strong volunteer base of over 50 committed volunteers and the effective implementation of policies and procedures for its operations. The Food Bank continues to be in a strong position to be able to continue to provide food for those in need.

Section E

Financial review

Brief statement of the charity's policy on reserves

The Charity's throughput is largely based on materials not cash, and as already stated, there are no paid employees, so our cash needs are modest. Nevertheless the trustees consider that a General Reserve of initially 3 -6 months running costs would be prudent and appropriate for a charity of this size.

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F


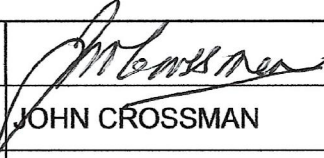
Other optional information

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	ANTONY EDWARDS	JOHN CROSSMAN
Position (eg Secretary, Chair, etc)	Trustee	Trustee
Date	2/09/2021	



Sherborne Food Bank	1156481
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CC16a

Receipts and payments accounts

For the period from	01-Jan-20	To	31-Dec-20
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations and Grants	74,010	-	-	74,010	23,076
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	74,010	-	-	74,010	23,076
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	74,010	-	-	74,010	23,076
A3 Payments					
Equipment	2,694	-	-	2,694	140
Groceries	8,652	-	-	8,652	5,970
Insurance	481	-	-	481	491
Telephone	-	-	-	-	-
Travel expenses	-	-	-	-	-
Utilities (Depot)	1,500	-	-	1,500	100
Sundries	-	-	-	-	1,125
	-	-	-	-	-
	-	-	-	-	-
Sub total	13,326	-	-	13,326	7,826
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	13,326	-	-	13,326	7,826
Net of receipts/(payments)	60,684	-	-	60,684	15,250
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	32,772	-	-	32,772	17,522
Cash funds this year end	93,456	-	-	93,456	32,772

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Cash at bank	93,456	-	-
		-	-	-
		-	-	-
	Total cash funds	93,456	-	-

(agree balances with receipts and payments account(s))

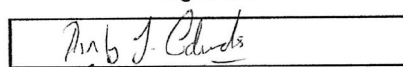
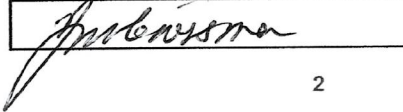
Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	ANTONY EDWARDS	02/09/2021
	DR JOAN CROSSMAN	2/9/2021



Section A

Independent Examiner's Report

Report to the trustees/ members of

[Empty box for report recipient]

On accounts for the year ended

31 / 12 / 2020	Charity no (if any)
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Set out on pages

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I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

~~The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body].~~ Delete [] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

* Please delete the words in the brackets if they do not apply.

Signed: R.D. Towndrow Date: 21-05-2021

Name: ROY. D. TOWNDROW

Relevant professional qualification(s) or body

[Empty box for professional qualification]

(if any):

Address:

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.