

Signed

Hertford & District Foodbank

Annual Report and Accounts

Year Ended 31st March 2024

Charity Number 1157028

Hertford & District Foodbank

Trustees Report

Year Ended 31st March 2024

Trustees

Trustees serving throughout the period and since the year end are:

Trustees

Reverend David Ronco (Chair)

Mrs Janet Linda Bird

Mrs Cheryl Noreen Jackson

Mrs Frances Jean Spence

Mr David Alan Timson

Mrs Heather Dawn Hookway

Ms Frances Connolly (appointed 23 September 2023)

Structure, Governance and Management

Hertford & District Foodbank is constituted as a Charitable Incorporated Organisation ("CIO") and became a registered charity (number 1157028) on 13th May 2014.

The powers of appointment or removal of Trustees rest with the CIO. New Trustees are appointed for 3 years (renewable) and are primarily selected from the members of local churches. On being appointed, new Trustees spend time with the existing Trustees to ensure they understand the responsibilities and the legal and financial framework in which the Foodbank operates.

Hertford & District Foodbank is a member of the Trussell Trust Foodbank Network which works in partnership with local churches and organisations to bring foodbanks to communities across the UK.

Objectives and Activities

The Foodbank's objective is to distribute food and consumables to people from Hertford and the surrounding district in short term financial need.

Food is donated

Most of the food given out by the foodbank is donated. Often this is from schools, churches, businesses, individuals, or through supermarket collections. Supermarket collections help foodbanks engage the public. Fresh food has also been distributed, which is purchased weekly.

Food is sorted and stored

Volunteers weigh and sort the donated food according to type and 'best before date'. They also check it is undamaged and suitable for use before packing it into boxes for storage.

Frontline professionals identify people in need

Professionals from statutory and voluntary organisations such as doctors, health visitors, social workers, Citizens Advice Bureau staff, welfare officers, the police and probation officers, identify people in crisis and issue them with a foodbank voucher.

Clients receive emergency food

Clients requirements are covered by vouchers which are issued by agencies electronically. These allow for three days' supply of emergency food to be distributed. The list of foods in each parcel has been designed by dieticians to provide recipients with nutritionally balanced food.

Clients are signposted to further support

Foodbank volunteers signpost clients to agencies who can offer additional help and begin to resolve any underlying problems.

Achievements and Performance

The Foodbank operates almost entirely with volunteers, who number around 48 presently. The Trustees acknowledge the huge contribution to the work of the Charity made by all the volunteers.

During the period we received donated food totalling 40,101kgs, (at a value of £95,039). This is lower than last year reflecting the impact of prevailing economic conditions on donors. At the same time, demand increased with the number of food parcels issued to clients at 4,468, including 1,931 to children (2023 - 4,123 and 1,726 respectively). This was despite an increase in availability of food locally from other organisations. As a consequence, we purchased twice as much basic stock than last year as well as fresh food.

During the year we received a grant of £5,000 from the Adams Trust to buy food for clients in Ware. £3,831 was used in the year.

During the year we distributed £3,235 (2023 £2,649) in emergency energy grants and £2,750 in fresh food vouchers (2023 £1,800) as a supplement to the food normally given out.

Financial Review

The Foodbank had a surplus of £9,121 in the period, bringing total funds to £127,105 of which £16,708 is represented by food stocks at 31st March 2024 and £110,397 in cash funds. £50,000 has been designated since the year end to cover the net costs of a 5 year lease to premises at Ware Priory.

Income was driven by another exceptional year of donations totalling £151,280 (2022/23 £169,102) - £56,241 in money and food to the value of £95,039.

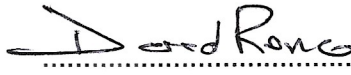
Food to the value of £96,185 (2022/23 £93,995) was distributed.

Cash expenditure was £37,575 (2023 £35,811) comprising primarily food purchased of £18,610 a contribution of £1,000 to the United Reformed Church which houses the Hertford depot, £900 service charge on new premises at The Priory, Ware, offsite storage of £1,000, warehouse materials of £2,373 and insurance

premiums of £1,536. In addition to paying our part time worker, the trustees awarded honorariums totaling £3,030 to a small number of volunteers who continue to shoulder substantial workloads to ensure continuation of the foodbank's activities.

Public Benefit

In planning its activities, the Trustees have given regard to the Charity Commission's Public Benefit guidance.

..... Chair of trustees

27 June 2024

HERTFORD & DISTRICT FOODBANK

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF HERTFORD & DISTRICT FOODBANK FOR THE YEAR ENDED 31 MARCH 2024

I report on the accounts of the charity for the year ended 31 March 2024 which are set out on the following 5 pages

Respective responsibilities of trustees and examiner

The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act;
- follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- state whether particular matters have come to my attention.

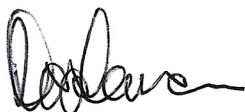
Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- 1 which gives me reasonable cause to believe that, in any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Philip Coleman

9th June 2024

Hertford & District Foodbank

Statement of Financial Activities

Period Ended 31st March 2024

	Notes	Un- restricted funds £	Restricted funds £	Total funds 2024 £	Total funds 2023 £
Incoming resources					
Incoming resources from generated funds					
. Voluntary income	1	146,280	5,000	151,280	169,103
Incoming resources from charitable activities	2	-	-	-	4,926-
Total incoming resources		<u>146,280</u>	<u>5,000</u>	<u>151,280</u>	<u>174,029</u>
Resources expended					
Charitable activities	3	128,309	5,451	133,760	133,500
Staff costs	4	8,399	-	8,399	3,200
		<u>136,708</u>	<u>5,451</u>	<u>142,159</u>	<u>136,700</u>
Net incoming resources		9,572	(451)	9,121	37,329
Funds at the start of the year		110,323	7,661	117,984	80,655
Funds at the end of the year		<u>119,895</u>	<u>7,210</u>	<u>127,105</u>	<u>117,984</u>

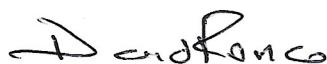
Hertford & District Foodbank

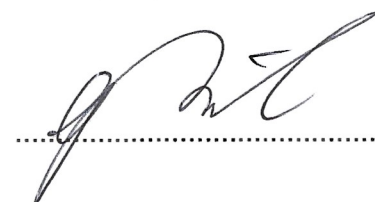
Balance Sheet

At 31st March 2024

	Notes	2024 £	2024 £	2023 £	2023 £
Current assets					
Stock	5	16,708		17,853	
Cash at bank and in hand	6	<u>110,397</u>		<u>100,131</u>	
			<u>127,105</u>		<u>117,984</u>
 Total net assets					
			<u>127,105</u>		<u>117,984</u>
 Represented by:					
Funds and reserves					
Restricted funds			7,210		7,661
Unrestricted funds			<u>119,895</u>		<u>110,323</u>
			<u>127,105</u>		<u>117,984</u>

Approved on 27 June 2024


..... Chair of trustees


..... Treasurer

Principal Accounting Policies

Basis of accounting

The financial statements have been prepared on a Receipts and Payments basis including stock donated and issued.

Incoming resources

All income is credited to the statement of financial activities on a received basis.

Donations are credited to the statement of financial activities in the year in which they are received as receipt is the earliest point at which entitlement is considered certain.

Restricted grants and awards are included once the amount is reasonably certain to be received. The income is matched to the period of expenditure for grants extending beyond the financial year.

Resources expended and the basis of apportioning costs

Expenditure is charged to the statement of financial activities on an actual basis.

Governance costs are negligible, and no separate cost has been identified.

Fund accounting

The Restricted Funds are monies raised for, and their use restricted to, a specific purpose, or donations subject to donor-imposed condition.

The General Fund represents unrestricted and undesignated monies used to fund working capital and which the organisation may use in furtherance of the charity's objectives.

1 Voluntary income

	Unrestricted funds £	Restricted funds £	Total 2024 £	Total 2023 £
Donations in money	51,241	5,000	56,241	71,645
Donations in kind - food	95,039		95,039	97,457
	146,280	5,000	151,280	169,102

2 Incoming resources from charitable activities

	Unrestricted funds £	Restricted funds £	Total 2024 £	Total 2023 £
Revaluation of stocks at year end	-	-	-	4,926
	-	-	-	4,926

3 Cost of charitable activities

	Unrestricted funds £	Restricted funds £	Total 2024 £	Total 2023 £
Premises	1,000	900	1,900	1,500
Storage fees	1,000		1,000	1,500
Donation to Trussell Trust	360		360	360
Warehouse materials	1,653	720	2,373	1,805
Administration and general	2,536		2,536	1,178
Stock purchases	14,779	3,831	18,610	18,610
Food issued	86,346		86,346	75,126
Other stock donated	9,839		9,839	18,869
Energy grants	3,235		3,235	2,649
Grant for food at Christmas Alone	-		-	966
Insurance	1,536		1,536	1,605
Van operating costs	245		245	1,961
Electric charging point	-		-	1,560
Honorariums	3,030		3,030	3,900
Fresh food vouchers	2,750		2,750	1,800
	128,309	5,451	133,760	133,500

4 Staff costs

	2024 £	2023 £
Staff costs during the year were as follows:		
Wages and salaries including pension	8,351	3,200
Social security costs	48	0
Total staff costs	8,399	3,200

It has not been possible to quantify the monetary value of the services of approximately 40 volunteers who give their time freely, providing a wide range of support to the charity.

There was one employee during the period.

5 Stock

	2024 £	2023 £
Food	16,708	17,853
	16,708	17,853

6 Cash at bank and in hand

	2024 £	2023 £
Bank accounts	110,348	99,853
Petty cash	50	278
	110,397	100,131

7 Movements in funds

	At 1 April 2023 £	Incoming resources £	Outgoing resources £	At 31 March 2024 £
Restricted funds				
Adams Trust (Food for Ware)	-	5,000	(3,831)	1,169
Ware foodbank project	7,661	-	(1,620)	6,041
Total restricted funds	7,661	5,000	(5,451)	7,210
Unrestricted funds				
General Fund	110,323	146,280	(136,708)	119,895
	117,984	151,289	(142,159)	127,105