

Signed

Hertford & District Foodbank

Annual Report and Accounts

Year Ended 31st March 2025

Charity Number 1157028

Hertford & District Foodbank

Trustees Report

Year Ended 31st March 2025

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 (resigned 27 June 2024)

Professor Jeremy Forrester (appointed 27 June 2024)

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, Ware 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 49 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 33,951kgs. This is lower than the last couple of years and the number of food parcels issued to clients also declined to 3,114 including 1,145 to children (2024 - 4,468 and 1,931 respectively). This probably reflects an increased supply of free food from other organisations locally. Notwithstanding, we still had to purchase as much basic stock as last year as well as fresh food.

During the year we received a grant of £8,050 from Ware Charities towards the rent of our Ware premises and the previous year's grant from the Adams Trust to buy food for clients in Ware was used up.

During the year we distributed £4,025 (2024 £3,235) in emergency energy grants and £1,060 in fresh food vouchers (2024 £2,750) as a supplement to the food normally given out.

Financial Review

The Foodbank had a deficit of £4,785 in the period. Total funds at 31 March 2025 were £122,320 of which £15,818 is represented by food stocks and £106,502 in cash funds. £45,900 of our cash funds is held as designated to cover the net costs of the remaining period of our 5 year lease to premises at Ware Priory.

Income was driven by another exceptional year of donations totalling £156,904 (2023/24 £151,280) - £62,674 in money and food to the value of £94,230.

Food to the value of £97,940 (2023/24 £96,185) was distributed.

Cash expenditure was £63,749 (2024 £37,575) comprising primarily Ware premises costs of £18,300, food purchased of £18,422, contributions totalling £4,000 (including improvements) to the United Reformed Church which houses the Hertford depot, warehouse materials of £1,634, van insurance and repairs of £1,402 and general insurance premiums of £468. In addition to

paying our part time worker, the trustees awarded honorariums totaling £627 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

28 April 2025

HERTFORD & DISTRICT FOODBANK

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF HERTFORD & DISTRICT FOODBANK FOR THE YEAR ENDED 31 MARCH 2025

I report on the accounts of the charity for the year ended 31 March 2025 which are set out on the following 6 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

24 April 2025

Hertford & District Foodbank

Statement of Financial Activities

Period Ended 31st March 2025

	Notes	Un- restricted funds £	Restricted funds £	Total funds 2025 £	Total funds 2024 £
Incoming resources					
Incoming resources from generated funds					
. Voluntary income	1	144,078	8,571	152,649	151,280
Incoming resources from charitable activities	2	3,055		3,055	--
Total incoming resources		147,133	8,571	155,704	151,280
Resources expended					
Charitable activities	3	133,300	15,781	149,081	133,760
Staff costs	4	11,408	-	11,408	8,399
		144,708	15,781	160,489	142,159
Net incoming resources		2,425	(7,210)	(4,785)	9,121
Funds at the start of the year		119,895	7,210	127,105	117,984
Funds at the end of the year		122,320	0	122,320	127,105

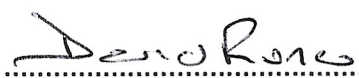
Hertford & District Foodbank

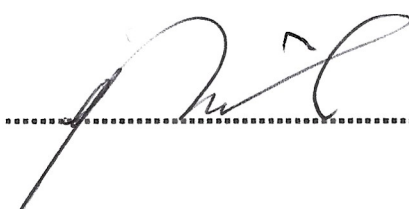
Balance Sheet

At 31st March 2025

	Notes	2025 £	2025 £	2024 £	2024 £
Current assets					
Stock	5	15,818		16,708	
Cash at bank and in hand	6	<u>106,502</u>		<u>110,397</u>	
			<u>122,320</u>		<u>127,105</u>
Total net assets					
			<u>122,320</u>		<u>127,105</u>
Represented by:					
Funds and reserves					
Restricted funds			1,200		7,210
Unrestricted funds			<u>121,120</u>		<u>119,895</u>
			<u>122,320</u>		<u>127,105</u>

Approved on 28 April 2025

..... 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 designated 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 2025 £	Total 2024 £
Donations in money	49,848	8,050	57,898	56,241
Donations in kind - food	94,230		94,230	95,039
Fundraising	-	521	521	
	144,078	8,571	152,649	151,280

2 Incoming resources from charitable activities

	Unrestricted funds £	Restricted funds £	Total 2025 £	Total 2024 £
Revaluation of stocks at year end	2,820	-	2,820	-
Interest	235	-	235	-
	3,055	-	3,055	-

3 Cost of charitable activities

	Unrestricted funds £	Restricted funds £	Total 2025 £	Total 2024 £
Premises	8,100	14,200	22,300	1,900
Rent deposit	(1,200)		(1,200)	-
Storage fees	-		-	1,000
Donation to Trussell Trust	-		-	360
Warehouse materials	1,222	412	1,634	2,373
Administration and general	2,403	-	2,403	2,536
Stock purchases	17,253	1,169	18,422	18,610
Food issued	86,022		86,022	86,346
Other stock donated	11,918		11,918	3,235
Energy grants	4,025		4,025	-
Other grants	-		-	-
Insurance	468		468	407
Van operating costs	1,402		1,402	1,374
Electric charging point	-		-	-
Honorariums	627		627	3,030
Fresh food vouchers	1,060		1,060	2,750
	133,300	15,781	149,081	133,760

4 Staff costs

	2025 £	2024 £
Staff costs during the year were as follows:		
Wages and salaries including pension	11,114	8,351
Social security costs	294	48
Total staff costs	11,408	8,399

It has not been possible to quantify the monetary value of the services of approximately 50 volunteers who give their time freely, providing a wide range of support to the charity.

There was one employee during the period.

5 Stock

	2025 £	2024 £
Food	15,818	16,708
	15,818	16,708

6 Cash at bank and in hand

	2025 £	2024 £
Bank accounts	105,252	110,348
Rent deposit	1,200	-
Petty cash	50	50
	106,502	110,397

7 Movements in funds

	At 1 April 2024 £	Incoming resources £	Outgoing resources £	At 31 March 2025 £
Restricted funds				
Adams Trust (Food for Ware)	1,169	-	(1,169)	-
Ware foodbank project	<u>6,041</u>	<u>8,571</u>	<u>(14,612)</u>	-
Total restricted funds	7,210	8,571	(15,781)	0
Unrestricted funds				
General Fund	119,895	147,133	(144,708)	122,320
	<u>127,105</u>	<u>155,704</u>	<u>(160,489)</u>	<u>122,320</u>