

BATLEY FOOD BANK

England & Wales · Charity number 1157520

Details

Status Registered

Legal form CIO

Registered 2014-06-18

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

Contact

Address Batley Food Bank
Admiral House
Blakeridge Lane
Batley
West Yorkshire
WF17 8PD

Phone 01924 474999

Email trustees@batleyfoodbank.org.uk

Website www.batleyfoodbank.org.uk

Activities

Objects: THE OBJECT OF THE CIO IS TO ALLEVIATE THE EFFECTS OF FOOD POVERTY AND SPECIFICALLY TO CREATE AND OPERATE A FOOD BANK FOR THE PEOPLE OF BATLEY AND ITS ENVIRONS.

Activities: The alleviation of the effects of food poverty and specifically to create and operate a food bank in Batley and the surrounding area

Classification

- **How:** Provides Services, Provides Advocacy/advice/information, Other Charitable Activities
- **What:** The Prevention Or Relief Of Poverty
- **Who:** Other Defined Groups, The General Public/mankind

Geography

- Kirklees

Finances

Period end	Income	Expenditure	Assets	Employees
2025-09-30	£125,956	£114,096	-	-
2024-09-30	£129,526	£145,998	-	-
2023-09-30	£130,524	£139,464	-	-
2022-09-30	£73,237	£124,760	-	-
2021-09-30	£106,177	£80,796	-	-
2020-09-30	£68,197	£15,751	-	-

Trustees

Name	Role	Appointed
Catherine Jean Pinder	Chair	2019-04-01
Graeme Simpson		2025-02-19
Helen Wilde		2020-06-08
Leah Phillips		2023-11-23

BATLEY FOOD BANK

England & Wales - Charity number 1157520

Accounts

Batley Food Bank

Charity number 1157520

Annual Report and Financial Statements for the year ended 30 September 2025



Batley Food Bank

Annual Report and Financial Statements for the year ended 30 September 2025

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Prepared by West Yorkshire Community Accountancy Service CIO

Batley Food Bank

Trustees' report for the year ended 30 September 2025

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Catherine Pinder	Chair	
Leah Phillips	Treasurer	
Graeme Simpson	Secretary	Appointed 19 February 2025
Carol Lightbody	Safeguarding Lead	Resigned 1 April 2026
Helen Wilde		
Aafaq Butt		Resigned 3 October 2024
Clare Black		Resigned 4 December 2024
Sally Wallace Jones		Resigned 24 October 2024

Charity number	1157520	Registered in England and Wales
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Registered and principal address	Bankers	
Admiral House	Lloyds Bank plc	Co-operative Bank
Blakeridge Lane	75 Commercial Street	47 Low Lane
Batley	Batley	Batley
WF17 8PD	WF17 5EQ	WF17 9EY

Independent examiner

Chalitha Herath FCCA

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a Charitable Incorporated Organisation (CIO) foundation formed on 18 June 2014 and governed by a constitution.

Method of recruitment and appointment of trustees

The trustees of the charity are appointed by the members at the AGM.

Batley Food Bank

Trustees' report (continued) for the year ended 30 September 2025

Objectives and activities

The charity's objects

To alleviate the effects of food poverty and specifically to create and operate a food bank for the people of Batley and its environs.

The charity's main activities

Operating a food bank providing emergency food aid to people resident in an area of the North Kirklees local authority area covering Batley, Heckmondwike, Cleckheaton, Liversedge, Birstall and Birkenshaw, along with parts of Dewsbury including Mirfield.

Public benefit statement

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular alleviating the effects of food poverty in our local area.

Achievements and performance

Batley Food Bank has continued to fulfil its mission of supporting individuals and families in crisis within North Kirklees throughout the reporting year. Our commitment to providing a free, referral-based food bank service has ensured that vulnerable members of the community have access to essential food support, even amidst ongoing financial pressures and increased operational costs.

During the period from 1st October 2024 to 30th September 2025, we received 2,543 referrals and supported 5,402 people, supplying a total of 113,442 meals. Notably, we continue to welcome new beneficiaries each week, many of whom are accessing a food bank for the first time. This steady demand reflects both the effectiveness of our referral policy and the persistent need within the local community.

Our service has remained consistent and high-quality, despite facing increased monthly costs and financial constraints. We have maintained our weekday opening hours from 11:30 to 15:30, ensuring accessibility for both collection and home delivery, the latter being reserved for our most vulnerable clients.

In addition to distributing food parcels, our drivers collect approximately 100kg of surplus food from local supermarkets each week, preventing waste and reducing landfill. Partnerships with organisations such as Fareshare and Neighbourly have been instrumental in securing these surplus items, which help alleviate some of our food expenditure while promoting environmental responsibility.

Batley Food Bank operates exclusively as a free food bank, accessed via referrals. We work closely with local partners to signpost beneficiaries to debt management, budgeting and employment advice services. This holistic approach aims to build resilience and reduce dependency on food bank support.

We are deeply grateful for the dedication of our staff, volunteers and Trustees; whose efforts have been vital in maintaining our service during challenging times. Their involvement in fundraising, awareness events and supermarket food collections has increased our public profile and contributed to the sustainability of our operations.

We extend sincere thanks to all donors, including individuals, organisations, small local businesses and supermarkets as well as businesses that have enabled their staff to volunteer during working hours. The continued support from the community is essential to our success and ability to meet the needs of those facing hardship.

During the year, the charity received donated food and toiletries with an estimated value of £20,000, all of which was distributed to beneficiaries through the charity's food and toiletries parcel service.

Batley Food Bank is proud of its achievements over the past year and remains committed to providing compassionate, effective support to those in need. We look forward to building on these foundations in the coming year, working collaboratively with partners and supporters to address food insecurity in North Kirklees.

Batley Food Bank

Trustees' report (continued) for the year ended 30 September 2025

Financial review

The net receipts for the year were £11,860, including net receipts of £83 on unrestricted funds and net receipts of £11,777 on restricted funds after transfers.

Reserves policy

The charity's free reserves, at the year end were £20,727.

The aim is to have enough money in reserve to meet the expenses of the food bank for 2-3 months. This includes rent, wages and all other essential expenses. This would allow the staff to be given notice and enable an orderly winding up should the charity need to close.

In September 2024, reserve levels were significantly lower than expected, and the trustees submitted a series of measures to address this. As of September 2025, the reserves are within the target range of 2–3 months, and this is monitored at each Trustees' meeting.

The drive to increase food donations and collect surplus food from local supermarkets has dramatically decreased the yearly spend on food and other consumables.

The rise in other general costs is unavoidable in the current financial climate. The wage bill has also increased. This again is inevitable to keep in line with the current employment laws.

Trustees will continue to monitor the expenditure as well as maximising any possible income over the next financial year.

Approved by the board of trustees on 02/07/2026

Graeme Simpson (Trustee)

Batley Food Bank

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

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 30 September 2025, which are set out on pages 6 to 10.

Responsibilities and basis of report

As the charity trustees of the CIO 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 CIO's accounts as carried out under section 145 of the 2011 Act. 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

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 charity as required by section 130 of the Charities Act;
- 2 the accounts do not accord with those records.

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.

Chalitha Herath FCCA

06/07/2026

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Batley Food Bank
Receipts and payments account
for the year ended 30 September 2025

	Notes	2025 Unrestricted funds £	2025 Restricted funds £	2025 Total funds £	2024 Total funds £
Receipts					
Grants and donations	(2)	30,096	93,378	123,474	128,411
Fundraising		<u>2,482</u>	<u>-</u>	<u>2,482</u>	<u>1,115</u>
Total receipts		<u>32,578</u>	<u>93,378</u>	<u>125,956</u>	<u>129,526</u>
Payments					
Salaries NI and pensions		20,539	22,761	43,300	44,152
Food and consumables stock		970	50,078	51,048	81,214
Telephone		345	771	1,116	885
Insurance		576	-	576	550
Stationery		903	291	1,194	1,013
Subscriptions		194	-	194	-
IT services		381	-	381	560
Other costs - service users		48	-	48	41
Volunteer expenses		353	-	353	880
Professional fees		1,747	-	1,747	1,814
Rent and rates		3,746	7,700	11,446	11,925
Other expenses		998	-	998	1,254
Fundraising costs		435	-	435	510
Accountancy and independent examination		<u>1,260</u>	<u>-</u>	<u>1,260</u>	<u>1,200</u>
Total payments		<u>32,495</u>	<u>81,601</u>	<u>114,096</u>	<u>145,998</u>
Net receipts / (payments)		83	11,777	11,860	(16,472)
Fund balances brought forward		<u>20,644</u>	<u>4,933</u>	<u>25,577</u>	<u>42,049</u>
Fund balances carried forward	(3)	<u>20,727</u>	<u>16,710</u>	<u>37,437</u>	<u>25,577</u>

Batley Food Bank

Statement of assets and liabilities as at 30 September 2025

	2025	2025	2025	2024
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Cash funds				
Cash at bank	20,657	16,710	37,367	25,497
Cash in hand	70	-	70	80
Total cash funds	<u>20,727</u>	<u>16,710</u>	<u>37,437</u>	<u>25,577</u>

Debtors and prepayments

	2025
	£
Debtors	510
Prepayments	96
	<u>606</u>

Assets retained for the charity's own use

Catering fridge and two upright fridges
Three chest freezers and one upright freezer
Computer tower, keyboard and monitor
Two printers
Shelving units
Two office desks
Henry vacuum cleaner
Shredder

Liabilities

	2025
	£
Accruals	1,260
Taxation and social security	244
Other creditors	70
	<u>1,574</u>

The financial statements were approved by the board of trustees on 02/07/2026

Graeme Simpson (Trustee)

Batley Food Bank

Notes to the accounts

for the year ended 30 September 2025

1 Accounting policies

Basis of accounting

The trustees have taken advantage of section 133 of the Charities Act 2011 and have prepared the accounts on a receipts and payments basis.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Fund accounting

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

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

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

Batley Food Bank
Notes to the accounts continued
for the year ended 30 September 2025

2 Grants and donations	2025	2025	2025	2024
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Arnold Clark Community Fund	-	2,000	2,000	2,500
ASDA Foundation	-	1,000	1,000	800
Batley & Birstall Community Fund	-	5,000	5,000	5,000
Groundwork - Tesco	-	1,500	1,500	-
Kirklees Council	-	58,378	58,378	34,064
Neighbourly fund	-	500	500	500
Postcode Neighbourhood Trust	-	25,000	25,000	-
Birstall Rotary Club (Luddites)	-	-	-	500
National Lottery Community Fund	-	-	-	16,040
One Community - Mayors Fund	-	-	-	8,000
One Community Foundation	-	-	-	1,500
Sir George Martin Trust	-	-	-	2,500
The Brelms Trust	-	-	-	4,968
The Foyle Foundation	-	-	-	5,000
The Trusthouse Charitable Foundation	-	-	-	6,768
West Yorkshire Hardship Fund	-	-	-	4,219
Yorkshire Building Society	-	-	-	1,500
Other donations	30,096	-	30,096	34,552
	<u>30,096</u>	<u>93,378</u>	<u>123,474</u>	<u>128,411</u>

3 Restricted funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
Kirklees Local Welfare Provision	-	5,040	5,040	-	-
West Yorkshire Hardship Fund	233	-	233	-	-
Yorkshire Building Society	1,500	-	1,500	-	-
The Foyle Foundation	3,200	-	3,200	-	-
Asda Cost of Living	-	1,000	1,000	-	-
Household Support Fund 6	-	16,707	16,707	-	-
Postcode Neighbourhood Trust	-	25,000	25,000	-	-
Groundwork Tesco	-	1,500	1,500	-	-
Kirklees Local Welfare Provision	-	10,080	10,080	-	-
Household Support Fund 7	-	26,551	13,518	-	13,033
Neighbourly Sainsbury's	-	500	500	-	-
Batley and Birstall Comm. Fund	-	5,000	3,118	-	1,882
Arnold Clark Community Fund	-	2,000	205	-	1,795
	<u>4,933</u>	<u>93,378</u>	<u>81,601</u>	<u>-</u>	<u>16,710</u>

For fund descriptions see next page.

Batley Food Bank

Notes to the accounts continued

for the year ended 30 September 2025

3 Restricted funds (continued)

Fund name	Purpose of restriction
Kirklees Local Welfare Provision	Towards food and toiletries
West Yorkshire Hardship Fund	Towards fresh food
Yorkshire Building Society	Towards food and toiletries
The Foyle Foundation	Towards rent
Asda Cost of Living	Towards food and toiletries
Household Support Fund 6	Towards food and toiletries
Postcode Neighbourhood Trust	To continue to provide food
Groundwork Tesco	To purchase fresh fruit, veg and dairy
Kirklees Local Welfare Provision	Towards food and toiletries
Household Support Fund 7	Towards food and toiletries
Neighbourly Sainsbury's	To purchase fresh and summer foods
Batley and Birstall Comm. Fund	Towards rent, mileage, telephone and internet
Arnold Clark Community Fund	Towards telephone and internet costs

4 Related party transactions

Trustee expenses

No trustee received any expenses during this year or the previous year.

Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.

Other transactions with trustees or related parties

			2025	2024
			£	£
Name of trustee or related party	Relationship to charity	Description of transaction		
A Wilde	Husband of trustee	General assistance as an employee	2,917	3,093
			<u>2,917</u>	<u>3,093</u>

BATLEY FOOD BANK

England & Wales - Charity number 1157520

Accounts

Batley Food Bank

Charity number 1157520

Annual Report and Financial Statements for the year ended 30 September 2024



Batley Food Bank

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Prepared by West Yorkshire Community Accountancy Service CIO

Batley Food Bank

Trustees' report for the year ended 30 September 2024

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Catherine Pinder	Chair	
Leah Phillips	Treasurer	Appointed 23 November 2023
Graeme Simpson	Secretary	Appointed 15 July 2024
Carol Lightbody	Safeguarding Lead	Appointed 23 November 2023
Helen Wilde		
Aafaq Butt		Resigned 3 October 2024
Clare Black		Resigned 4 December 2024
Tracey Race		Resigned 31 May 2024
Caroline Jones		Resigned 3 May 2024
Gina Harding		Resigned 31 May 2024
Sally Wallace Jones		Resigned 24 October 2024

Charity number	1157520	Registered in England and Wales
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Registered and principal address	Bankers	
Admiral House	Lloyds Bank plc	Co-operative Bank
Blakeridge Lane	75 Commercial Street	47 Low Lane
Batley	Batley	Batley
WF17 8PD	WF17 5EQ	WF17 9EY

Independent examiner

Rhys North ACA

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a Charitable Incorporated Organisation (CIO) foundation formed on 18 June 2014 and governed by a constitution.

Method of recruitment and appointment of trustees

The trustees of the charity are appointed by the members at the AGM.

Batley Food Bank

Trustees' report (continued) for the year ended 30 September 2024

Objectives and activities

The charity's objects

To alleviate the effects of food poverty and specifically to create and operate a food bank for the people of Batley and its environs.

The charity's main activities

Operating a food bank providing emergency food aid to people resident in an area of the North Kirklees local authority area covering Batley, Heckmondwike, Cleckheaton, Liversedge, Birstall and Birkenshaw, along with parts of Dewsbury including Mirfield.

Public benefit statement

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular alleviating the effects of food poverty in our local area.

Achievements and performance

The number of people supported by Batley Food Bank has increased over the years and we now support thousands of people each year.

Batley Food Bank meets a real need by supplementing statutory and voluntary provision for those in food poverty within the North Kirklees communities.

During 2024 we continued to provide a consistent, high-quality food bank service to the growing number of people needing crisis support in North Kirklees, despite the continuing financial strains.

Between 1st October 2023 and 30th September 2024, we received 3,190 referrals, feeding 6,798 people, providing a total of 142,758 meals. Each week we dealt with, on average 10 new clients who had not used our food bank before.

Throughout this time, we have continued to offer a home delivery service, for our most vulnerable clients, alongside clients being able to visit our premises to collect their parcels. We have maintained our opening hours of 11:30am to 3:30pm each weekday.

There have been discussions over the year about the financial viability of Batley Food Bank and whether we should move to a food pantry or food cooperative model, to allow the work to continue. Our referral system allows us to ensure that clients are genuinely in need when they come to us. Many of them are at crisis point for some time before reaching out for help. Even a small charge or change in system would put these vulnerable people at more risk. The referral system also allows us to ensure our clients are receiving support in other areas such as debt management, substance abuse, employment advice, which they would not receive if our current practices changed.

We have continued to work with Fareshare and Neighbourly to obtain food items which are surplus and would otherwise go to landfill. This allows us to reduce some of our food costs, as well as reducing waste.

In October 2023, we received some additional funding from the Government Household Support Fund to allow us to provide "Christmas Dinner" to those who applied or were referred. We were able to provide 84 hampers containing all the ingredients for a Christmas Meal, along with extra treats such as cakes, sweets and chocolates thanks to this funding and donations of items to the food bank.

In addition to our standard referrals, we contacted schools to ask them to refer their most vulnerable families for assistance during the school six-week holidays. This ensured families were not struggling to obtain a referral during this time and we were able to provide support to 12 families who did not fall into the category of other support during this period.

We are extremely grateful to our staff, volunteers and trustees, who worked incredibly hard over the year to ensure our service was maintained during some very challenging and uncertain periods. They also assisted with several fund-raising events, awareness events and supermarket food collections which helped to boost our finances and food stock.

Batley Food Bank

Trustees' report (continued) for the year ended 30 September 2024

Achievements and performance (continued)

We are proud of our work over the last year and thankful for the support of all our donors including individuals, organisations, small local businesses and supermarkets, as well as those businesses who allowed their staff the volunteer as part of their working days.

Financial review

The net payments for the year were £16,472, including net payments of £1,890 on unrestricted funds and net payments of £14,582 on restricted funds.

Reserves policy

The charity's free reserves, at the year end were £20,644.

The aim is to have enough money in reserve to meet the expenses of the food bank for 3 months. This includes rent, wages and all other essential expenses. The current reserves target amount is set at £40,000. This would allow the staff to be given notice and enable an orderly winding up should the charity need to close.

The trustees recognise that as at 30 September 2024 actual reserves were below their target level of reserves. In response to this the trustees approved a number of actions regarding cost reduction and increasing income, including:

1. Reduction of variety of food offered to clients.
2. Reduction of non-food provision.
3. Reduction of repeat food parcels through greater engagement with the referees.
4. Tighter controls on referral sources.
5. Challenging repeat attendees without a referral.
6. Drive for donations.

The impact of these measures is now being experienced and latest financial reports show an increase in unrestricted funds. The trustees will continue to closely monitor the charity's finances.

Approved by the board of trustees on 27/6/2025

Catherine Pinder (Trustee)

Batley Food Bank

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

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 30 September 2024, which are set out on pages 6 to 10.

Responsibilities and basis of report

As the charity trustees of the CIO 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 CIO's accounts as carried out under section 145 of the 2011 Act. 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

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 charity as required by section 130 of the Charities Act;
- 2 the accounts do not accord with those records.

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.

Rhys North ACA

30/6/2025

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Batley Food Bank
Receipts and payments account
for the year ended 30 September 2024

	Notes	2024 Unrestricted funds £	2024 Restricted funds £	2024 Total funds £	2023 Total funds £
Receipts					
Grants and donations	(2)	37,052	91,359	128,411	129,981
Fundraising		1,115	-	1,115	543
Total receipts		38,167	91,359	129,526	130,524
Payments					
Salaries NI and pensions		20,395	23,757	44,152	38,992
Food and consumables stock		8,131	73,083	81,214	82,070
Telephone		584	301	885	823
Insurance		550	-	550	512
Stationery		1,013	-	1,013	989
Equipment		306	-	306	132
Subscriptions		-	-	-	108
IT services		560	-	560	529
Other costs - service users		41	-	41	231
Vehicle leasing		-	-	-	1,872
Volunteer expenses		880	-	880	744
Professional fees		1,814	-	1,814	1,453
Rent and rates		3,125	8,800	11,925	9,600
Other expenses		948	-	948	156
Fundraising costs		510	-	510	444
Accountancy and independent examination		1,200	-	1,200	809
Total payments		40,057	105,941	145,998	139,464
Net payments		(1,890)	(14,582)	(16,472)	(8,940)
Fund balances brought forward		22,534	19,515	42,049	50,989
Fund balances carried forward	(3)	20,644	4,933	25,577	42,049

Batley Food Bank
Statement of assets and liabilities
as at 30 September 2024

	2024	2024	2024	2023
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Cash funds				
Cash at bank	20,564	4,933	25,497	42,001
Cash in hand	80	-	80	48
Total cash funds	<u>20,644</u>	<u>4,933</u>	<u>25,577</u>	<u>42,049</u>

Debtors and prepayments	2024
	£
Debtors	595
Prepayments	92
	<u>687</u>

Assets retained for the charity's own use

Catering fridge and two upright fridges
 Three chest freezers and one upright freezer
 Computer tower, keyboard and monitor
 Two printers
 Shelving units
 Two office desks
 Henry vacuum cleaner
 Shredder

Liabilities	2024
	£
Accruals	1,368
Taxation and social security	152
Other creditors	56
	<u>1,576</u>

The financial statements were approved by the board of trustees on 27/6/2025

Catherine Pinder (Trustee)

Batley Food Bank

Notes to the accounts

for the year ended 30 September 2024

1 Accounting policies

Basis of accounting

The trustees have taken advantage of section 133 of the Charities Act 2011 and have prepared the accounts on a receipts and payments basis.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it

Fund accounting

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

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

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

Batley Food Bank
Notes to the accounts continued
for the year ended 30 September 2024

2 Grants and donations	2024	2024	2024	2023
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Arnold Clark Community Fund	2,500	-	2,500	-
ASDA Foundation	-	800	800	-
Batley & Birstall Community Fund	-	5,000	5,000	5,000
Birstall Rotary Club (Luddites)	-	500	500	-
Kirklees Council	-	34,064	34,064	39,916
National Lottery Community Fund	-	16,040	16,040	-
Neighbourly fund	-	500	500	2,000
One Community - Mayors Fund	-	8,000	8,000	-
One Community Foundation	-	1,500	1,500	-
Sir George Martin Trust	-	2,500	2,500	-
The Brelms Trust	-	4,968	4,968	-
The Foyle Foundation	-	5,000	5,000	-
The Trusthouse Charitable Foundation	-	6,768	6,768	-
West Yorkshire Hardship Fund	-	4,219	4,219	-
Yorkshire Building Society	-	1,500	1,500	-
Albert Hunt Trust	-	-	-	2,000
Freemasonry & Lieutenancies Partnership Fund	-	-	-	2,675
Huddersfield Town Foundation	-	-	-	1,000
Julia & Hans Rausing Trust	-	-	-	11,280
Morrisons Foundation	-	-	-	3,000
Other donations	34,552	-	34,552	63,110
	<u>37,052</u>	<u>91,359</u>	<u>128,411</u>	<u>129,981</u>

3 Restricted funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
Kirklees Local Welfare Provision	18,895	-	18,895	-	-
Morrisons Community Fund	591	-	591	-	-
Trusthouse Charitable Fund	-	6,768	6,768	-	-
Birstall Rotary Club Fund	-	500	500	-	-
National Lottery Community Fund	-	16,040	16,040	-	-
Kirklees Ward Budgets	-	7,000	7,000	-	-
The Brelms Trust	-	4,968	4,968	-	-
Neighbourly	29	-	29	-	-
One Community - Mayors Fund	-	8,000	8,000	-	-
Batley & Birstall Community Fund	-	5,000	5,000	-	-
West Yorkshire Hardship Fund	-	4,219	3,986	-	233
Asda Cost of Living Fund	-	800	800	-	-
Sir George Martin Fund	-	2,500	2,500	-	-
Kirklees Local Welfare Provision	-	5,040	5,040	-	-
One Community Kirklees	-	1,500	1,500	-	-
Neighbourly Fund - Sainsbury's	-	500	500	-	-
Kirklees Council HSF5 Funding	-	22,024	22,024	-	-
Yorkshire Building Society	-	1,500	-	-	1,500
The Foyle Foundation	-	5,000	1,800	-	3,200
	<u>19,515</u>	<u>91,359</u>	<u>105,941</u>	<u>-</u>	<u>4,933</u>

For fund descriptions see next page

Batley Food Bank

Notes to the accounts continued

for the year ended 30 September 2024

3 Restricted funds (continued)

Fund name	Purpose of restriction
Kirklees Local Welfare Provision	Towards food, toiletries and Christmas hampers
Morrisons Community Fund	Towards fresh food and dairy products
Trusthouse Charitable Fund	Towards wages and rent
Birstall Rotary Club Fund	Towards food
National Lottery Community Fund	Towards wages and rent
Kirklees Ward Budgets	Towards food and toiletries
The Brelms Trust	Towards rent and drivers
Neighbourly	Towards food, Christmas hampers and delivery costs
One Community - Mayors Fund	Towards food and toiletries
Batley & Birstall Community Fund	Towards food and toiletries
West Yorkshire Hardship Fund	Towards fresh food and toiletries
Asda Cost of Living Fund	Towards food and toiletries
Sir George Martin Fund	Towards rent, drivers, telephone, food and toiletries
Kirklees Local Welfare Provision	Towards food and toiletries
One Community Kirklees	Towards drivers wages
Neighbourly Fund - Sainsbury's	Towards food and toiletries
Kirklees Council HSF5 Funding	Towards food and toiletries
Yorkshire Building Society	Towards food and toiletries
The Foyle Foundation	Towards rent

4 Related party transactions

Trustee expenses

No trustee received any expenses during this year or the previous year.

Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.

Other related party transactions			2024	2023
			£	£
Name of trustee or related party	Relationship to charity	Description of transaction		
A Wilde	Husband of trustee	General assistance as an employee	3,093	2,730
			<u>3,093</u>	<u>2,730</u>

BATLEY FOOD BANK

England & Wales - Charity number 1157520

Accounts

Batley Food Bank

Charity number 1157520

Annual Report and Financial Statements for the year ended 30 September 2023



WYCAS

COMMUNITY ACCOUNTING
WEST YORKSHIRE

Batley Food Bank

Annual Report and Financial Statements for the year ended 30 September 2023

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Prepared by West Yorkshire Community Accountancy Service CIO

Batley Food Bank

Trustees' report for the year ended 30 September 2023

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Catherine Pinder	Chair and treasurer	
Tracey Race	Secretary	
Caroline Jones		
Helen Wilde		
Barbara Martin		Resigned 6 October 2022
Aafaq Butt		
Claire Black		Appointed 9 February 2023
Gina Harding		Appointed 9 February 2023
Sally Wallace Jones		Appointed 2 May 2022
Clare Mullany		Appointed 9 February 2023
		Resigned 20 February 2024
Leah Phillips		Appointed 23 November 2023
Carol Lightbody		Appointed 23 November 2023

Charity number 1157520 Registered in England and Wales

Registered and principal address

Admiral House
Blakeridge Lane
Batley
WF17 8PD

Bankers

Lloyds Bank plc	Co-operative Bank
75 Commercial Street	47 Low Lane
Batley	Batley
WF17 5EQ	WF17 9EY

Independent examiner

E J Beverley FCCA

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a Charitable Incorporated Organisation (CIO) foundation formed on 18 June 2014 and governed by a constitution.

Method of recruitment and appointment of trustees

The trustees of the charity are appointed by the members at the AGM.

Batley Food Bank

Trustees' report (continued) for the year ended 30 September 2023

Objectives and activities

The charity's objects

To alleviate the effects of food poverty and specifically to create and operate a food bank for the people of Batley and its environs.

The charity's main activities

Operating a food bank providing emergency food aid to people resident in an area of the North Kirklees local authority area covering Batley, Heckmondwike, Cleckheaton, Liversedge, Birstall and Birkenshaw, along with parts of Dewsbury including Mirfield.

Public benefit statement

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular alleviating the effects of food poverty in our local area.

Achievements and performance

The year up to end of September 2022 was busier than ever. 3385 referrals were received, resulting in us providing food for 7305 people. This equates to 153,405 meals.

During the year we saw an increase in the number of people being referred to us, who have never used a food bank before.

We were able to secure funding to supply ingredients for Christmas dinners and Christmas hampers for those who would otherwise struggle to provide food over the festive period.

We have built stronger relationships within the local community including giving presentations to local schools and churches, as well as visits to the food bank from local Brownie and Cub packs. Work experience placements from local six forms has also increased awareness of the role of the food bank amongst young people.

Regular meetings are held with other local food banks and welfare providers to ensure the approach is consistent and to prevent overuse of the services.

Financial review

The net payments for the year were £8,940, including net payments of £28,455 on unrestricted funds and net receipts of £19,515 on restricted funds after transfers.

Reserves policy

The charity's free reserves, at the year end were £22,534.

The aim is to have enough money in reserve to meet the expenses of the food bank for 3 months. This includes rent, wages and all other essential expenses. The current reserves amount is set at £40,000. This would allow the staff to be given notice and enable an orderly winding up should the charity need to close.

Approved by the board of trustees on 08/07/2024

Carol Lightbody (Trustee)

Batley Food Bank

Independent examiner's qualified report to the trustees of Batley Food Bank

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 30 September 2023, which are set out on pages 5 to 9.

Responsibilities and basis of report

As the charity trustees of the CIO 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 CIO's accounts as carried out under section 145 of the 2011 Act. 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 - matter of concern identified

I have completed my examination. I have identified a matter of concern in my report because there has been a payment to a related party which appears not to be in accordance with the trusts of the charity.

A relative of a trustee has been employed by the charity, there is no permission for this in the constitution and therefore Charity Commission permission is required for this employment, but has not been obtained. During the year the employee was paid £2,730.

The trustees believe the employment is in the best interests of the charity and ensured the related party trustee was not involved in any decisions concerning the employment. Not obtaining Charity Commission permission was an oversight on their part which they are now in the process of remedying.

I confirm that no other 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 charity as required by section 130 of the Charities Act;
- 2 the accounts do not accord with those records.

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.

E J Beverley FCCA

09/07/2024

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Batley Food Bank
Receipts and payments account
for the year ended 30 September 2023

	Notes	2023 Unrestricted funds £	2023 Restricted funds £	2023 Total funds £	2022 Total funds £
Receipts					
Grants and donations	(2)	65,785	64,196	129,981	73,237
Fundraising		543	-	543	-
Total receipts		66,328	64,196	130,524	73,237
Payments					
Salaries NI and pensions		27,030	11,962	38,992	38,598
Food and consumables stock		51,329	30,741	82,070	57,889
Telephone		823	-	823	627
Insurance		512	-	512	490
Stationery		989	-	989	319
Equipment		132	-	132	742
Subscriptions		108	-	108	60
IT services		529	-	529	275
Other costs - service users		231	-	231	1,994
Vehicle leasing		1,872	-	1,872	3,086
Volunteer expenses		744	-	744	890
Professional fees		1,453	-	1,453	2,322
Moving expenses		2	-	2	505
Rent and utilities		7,622	1,978	9,600	16,199
Other expenses		154	-	154	224
Fundraising costs		444	-	444	-
Accountancy and independent examination		809	-	809	540
Total payments		94,783	44,681	139,464	124,760
Net receipts / (payments)		(28,455)	19,515	(8,940)	(51,523)
Fund balances brought forward		50,989	-	50,989	102,512
Fund balances carried forward	(3)	22,534	19,515	42,049	50,989

Batley Food Bank
Statement of assets and liabilities
as at 30 September 2023

	2023	2023	2023	2022
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Cash funds				
Cash at bank	22,486	19,515	42,001	50,823
Cash in hand	48	-	48	166
Total cash funds	<u>22,534</u>	<u>19,515</u>	<u>42,049</u>	<u>50,989</u>

Debtors and prepayments

	2023
	£
Prepayments	85
	<u>85</u>

Assets retained for the charity's own use

Catering fridge and two upright fridges
 Three chest freezers and one upright freezer
 Computer tower, keyboard and monitor
 Two printers
 Shelving units
 Two office desks
 Henry vacuum cleaner
 Shredder

Liabilities

	2023
	£
Accruals	1,200
Taxation and social security	179
Other creditors	88
	<u>1,467</u>

The financial statements were approved by the board of trustees on 08/07/2024

Carol Lightbody (Trustee)

Batley Food Bank

Notes to the accounts

for the year ended 30 September 2023

1 Accounting policies

Basis of accounting

The trustees have taken advantage of section 133 of the Charities Act 2011 and have prepared the accounts on a receipts and payments basis.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Fund accounting

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

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

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

Batley Food Bank
Notes to the accounts continued
for the year ended 30 September 2023

2 Grants and donations	2023 Unrestricted funds £	2023 Restricted funds £	2023 Total funds £	2022 Total funds £
Albert Hunt Trust	-	2,000	2,000	-
ASDA Foundation	-	-	-	800
Batley & Birstall Community Fund	-	5,000	5,000	-
First Give	-	-	-	1,000
Freemasonry & Lieutenancies Partnership Fund	2,675	-	2,675	-
Huddersfield Town Foundation	-	1,000	1,000	-
Julia & Hans Rausing Trust	-	11,280	11,280	-
Kirklees Council	-	39,916	39,916	39,885
Morrisons Foundation	-	3,000	3,000	-
Neighbourly fund	-	2,000	2,000	1,500
PPG Industries	-	-	-	2,500
Other donations	63,110	-	63,110	27,552
	<u>65,785</u>	<u>64,196</u>	<u>129,981</u>	<u>73,237</u>

3 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Kirklees Council	-	39,916	21,021	-	18,895
Neighbourly Grants	-	2,000	1,971	-	29
Albert Hunt Trust	-	2,000	2,000	-	-
Huddersfield Town	-	1,000	1,000	-	-
Julia & Hans Rausing	-	11,280	11,280	-	-
Morrisons	-	3,000	2,409	-	591
Batley & Birstall Community Fund	-	5,000	5,000	-	-
	<u>-</u>	<u>64,196</u>	<u>44,681</u>	<u>-</u>	<u>19,515</u>

Fund name	Purpose of restriction
Kirklees Council	Towards food, toiletries and Christmas hampers.
Neighbourly Grants	Two grants towards food, Christmas hampers and delivery costs.
Albert Hunt Trust	Towards rent and wages costs.
Huddersfield Town	Towards fresh food and dairy products.
Julia & Hans Rausing	Towards rent, wages and driver costs.
Morrisons	Towards fresh food and dairy products.
Batley & Birstall Community Fund	Towards fresh food and dairy products.

Batley Food Bank
Notes to the accounts continued
for the year ended 30 September 2023

4 Related party transactions

Trustee expenses

No trustee received any expenses during this year or the previous year.

Trustee remuneration and benefits

No trustee received any remuneration or benefit during this year. In the previous year Wendy Russell was engaged on a freelance basis and paid £560).

Other transactions with trustees or related parties

			2023	2022
			£	£
Name of trustee or related party	Relationship to charity	Description of transaction		
Anna Russell	Daughter of trustee	Administration work done as freelance worker and then as an employee	-	7,935
A Wilde	Husband of trustee	General assistance as an employee	2,730	2,503
			<u>2,730</u>	<u>10,438</u>

BATLEY FOOD BANK

England & Wales - Charity number 1157520

Accounts

Batley Food Bank

Charity number 1157520

Annual Report and Financial Statements for the year ended 30 September 2022



West Yorkshire Community Accounting Service

Batley Food Bank

Annual Report and Financial Statements for the year ended 30 September 2022

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Prepared by West Yorkshire Community Accountancy Service CIO

Batley Food Bank

Trustees' report for the year ended 30 September 2022

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Catherine Pinder	Chair and treasurer	
Tracey Race	Secretary	
Wendy Russell		Resigned 20 April 2022
Caroline Jones		
Helen Wilde		
Barbara Martin		
Aafaq Butt		Appointed 14 May 2022
Charity number	1157520	Registered in England and Wales
Registered and principal address	Bankers	
Admiral House	Lloyds Bank plc	Co-operative Bank
Blakeridge Lane	75 Commercial Street	47 Low Lane
Batley	Batley	Batley
WF17 8PD	WF17 5EQ	WF17 9EY

Independent examiner

E J Beverley FCCA

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a Charitable Incorporated Organisation (CIO) foundation formed on 18 June 2014 and governed by a constitution.

Method of recruitment and appointment of trustees

The trustees of the charity are appointed by the members at the AGM.

Batley Food Bank

Trustees' report (continued) for the year ended 30 September 2022

Objectives and activities

The charity's objects

To alleviate the effects of food poverty and specifically to create and operate a food bank for the people of Batley and its environs.

The charity's main activities

Operating a food bank providing emergency food aid to people resident in an area of the North Kirklees local authority area covering Batley, Heckmondwike, Cleckheaton, Liversedge, Birstall and Birkenshaw, along with parts of Dewsbury including Mirfield.

Public benefit statement

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular alleviating the effects of food poverty in our local area.

Achievements and performance

During the cost-of-living crisis more and more people are struggling to provide basic nutrition. Batley Food Bank assists people through difficult times in the hope that their personal circumstances will improve.

Financial review and reserves policy

The net expenditure for the year was £51,523, on unrestricted funds.

Batley Food Bank relies on donations from the public, churches, mosques, local business, schools and Kirklees Council. We do not enjoy recurrent funding but rely on goodwill.

Members of the public kindly set up monthly contributions ranging from £5 to £30, and many organisations arrange food collections from local businesses, banks and supermarkets.

We have regular support from Kirklees Council which the accounts will indicate but this is not guaranteed but thankfully has always been forth coming.

Our service fills a substantial gap in Council funding as we look after the most vulnerable and as such, we have had verbal assurances that this support will continue. We are in the process of amending the delivery service as it is apparent that the most vulnerable of our service users require this offer.

Due to the ever-increasing volume of work, it is necessary to continue to employ staff as it is not realistic to expect volunteers to carry out the detailed work needed to ensure the food bank remains a going concern.

The charity's free reserves, at the year end were £50,989.

We plan to retain reserves to operate the food bank for a four to six months period as we feel that it is important to strategically plan as a great number of people rely on our services. The reason for the policy is that in the event of no further funding being received, we would be able to pay our core costs over that period of time. This includes wages (staff on temporary contracts), rent and insurance.

The move to more cost-effective premises together with a re-organisation of the staffing structure means our outgoings will reduce. The Food Bank Manager is tasked with sourcing and applying for a wide range of grants and donations. This is already generating additional income.

The rent for the premises is £600.00 per month and other than food is our largest outgoing and as such we are actively pursuing Kirklees for help with this expense. Initial conversations have been positive, and we anticipate support with this major outgoing.

Batley Food Bank

Trustees' report (continued) for the year ended 30 September 2022

Financial review and Reserves policy (continued)

Staff expenditure will be reviewed quarterly based on the level of service users and referrals to assess if adjustments need to be made. Cash reserves will form part of the decision-making process.

We expect to spend in the region of £4,500.00 per month on food and toiletries and as such much of our ongoing work is around securing funds for and donations of food. Ongoing work includes meetings with Mosques, Kirklees referral agencies, supermarkets, churches, schools, and other agencies who may offer support such as yourselves.

We regularly receive large in-kind donations from various supermarkets which contribute significantly to the running of the food bank, and this will continue indefinitely.

As Trustees of a charity, we have a responsibility to ensure that the Food Bank operates as a going concern, and we work daily to ensure that this happens.

All at the Food Bank hoped that this charity would be short-lived to help people over difficult times but unfortunately the demand for our services continues to rise dramatically and this shows no sign of abating.

Approved by the board of trustees on 03/07/2023

C Pinder (Trustee)

Batley Food Bank

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

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 30 September 2022, which are set out on pages 6 to 9.

Responsibilities and basis of report

As the charity trustees of the CIO 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 CIO's accounts as carried out under section 145 of the 2011 Act. 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

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 charity as required by section 130 of the Charities Act;
- 2 the accounts do not accord with those records.

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.

E J Beverley FCCA

05/07/2023

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Batley Food Bank
Receipts and payments account
for the year ended 30 September 2022

	Notes	2022 Unrestricted funds £	2022 Restricted funds £	2022 Total funds £	2021 Total funds £
Receipts					
Grants and donations	(2)	27,552	45,685	73,237	106,177
Total receipts		<u>27,552</u>	<u>45,685</u>	<u>73,237</u>	<u>106,177</u>
Payments					
Salaries NI and pensions		37,098	1,500	38,598	15,592
Food and consumables stock		14,244	44,185	58,429	46,428
Freelance workers		-	-	-	2,693
Telephone		627	-	627	1,927
Insurance		490	-	490	435
Stationery		319	-	319	103
Equipment		742	-	742	2,763
Subscriptions		60	-	60	159
IT services		275	-	275	794
Other costs - service users		1,994	-	1,994	-
Vehicle leasing		3,086	-	3,086	-
Volunteer expenses		890	-	890	135
Training		-	-	-	2,304
Professional fees		2,322	-	2,322	1,658
Moving expenses		505	-	505	400
Rent and utilities		16,199	-	16,199	5,400
Other expenses		224	-	224	5
Total payments		<u>79,075</u>	<u>45,685</u>	<u>124,760</u>	<u>80,796</u>
Net movement in funds		<u>(51,523)</u>	<u>-</u>	<u>(51,523)</u>	<u>25,381</u>
Fund balances brought forward		<u>102,512</u>	<u>-</u>	<u>102,512</u>	<u>77,131</u>
Fund balances carried forward	(3)	<u>50,989</u>	<u>-</u>	<u>50,989</u>	<u>102,512</u>

Batley Food Bank
Statement of assets and liabilities
as at 30 September 2022

	2022	2022	2022	2021
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Cash funds				
Cash at bank	50,823	-	50,823	102,389
Cash in hand	166	-	166	123
Total cash funds	<u>50,989</u>	<u>-</u>	<u>50,989</u>	<u>102,512</u>

Debtors and prepayments

	2022
	£
HMRC - overpayment	1241
Prepayments	82
	<u>1,323</u>

Assets retained for the charity's own use

Catering fridge and two upright fridges
 Three chest freezers and one upright freezer
 Computer tower, keyboard and monitor
 Two printers
 Shelving units
 Two office desks
 Henry vacuum cleaner
 Shredder

Liabilities

	2022
	£
Pension creditor	33
Accruals	809
	<u>842</u>

The financial statements were approved by the board of trustees on 03/07/2023

C Pinder (Trustee)

Batley Food Bank

Notes to the accounts

for the year ended 30 September 2022

1 Accounting policies

Basis of accounting

The trustees have taken advantage of section 133 of the Charities Act 2011 and have prepared the accounts on a receipts and payments basis.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Fund accounting

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

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

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

Batley Food Bank
Notes to the accounts continued
for the year ended 30 September 2022

2 Grants and donations	2022 Unrestricted funds £	2022 Restricted funds £	2022 Total funds £	2021 Total funds £
Kirklees Council	-	39,885	39,885	60,262
Sainsbury's neighbourly fund	-	1,500	1,500	-
First Give	-	1,000	1,000	-
PPG Industries	-	2,500	2,500	-
ASDA Foundation	-	800	800	-
Freemasonry & Lieutenancies Partnership Fund	-	-	-	2,000
Other donations	27,552	-	27,552	43,915
	<u>27,552</u>	<u>45,685</u>	<u>73,237</u>	<u>106,177</u>

3 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Kirklees Council	-	39,885	39,885	-	-
Sainsbury's neighbourly fund	-	1,500	1,500	-	-
First Give	-	1,000	1,000	-	-
PPG Industries	-	2,500	2,500	-	-
ASDA Foundation	-	800	800	-	-
	<u>-</u>	<u>45,685</u>	<u>45,685</u>	<u>-</u>	<u>-</u>

Fund name	Purpose of restriction
Kirklees Council	To be spent on food, rising cost of fuel and items related to this including hygiene products, cleaning products.
Sainsbury's neighbourly fund	Towards food costs.
First Give	Towards food costs.
PPG Industries	Towards food costs and salaries
ASDA Foundation	Towards food costs.

4 Related party transactions

Trustee expenses

No trustee received any expenses during this year or the previous year.

Trustee remuneration and benefits

Wendy Russell was engaged on a freelance basis for consultancy and was paid £560 during the year (2021: £315).

No other trustee received any remuneration or benefit during this or the previous year.

Other transactions with trustees or related parties			2022 £	2021 £
Name of trustee or related party	Relationship to charity	Description of transaction		
Anna Russell	Daughter of trustee	Administration work done as freelance worker and then as an employee	7,935	13,801
A Wilde	Husband of trustee	General assistance as an employee	2,503	-
			<u>7,935</u>	<u>13,801</u>

Batley Food Bank

Charity number 1157520

Annual Report and Financial Statements for the year ended 30 September 2022



West Yorkshire Community Accounting Service

Batley Food Bank

Annual Report and Financial Statements for the year ended 30 September 2022

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Prepared by West Yorkshire Community Accountancy Service CIO

Batley Food Bank

Trustees' report for the year ended 30 September 2022

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Catherine Pinder	Chair and treasurer	
Tracey Race	Secretary	
Wendy Russell		Resigned 20 April 2022
Caroline Jones		
Helen Wilde		
Barbara Martin		
Aafaq Butt		Appointed 14 May 2022
Charity number	1157520	Registered in England and Wales
Registered and principal address	Bankers	
Admiral House	Lloyds Bank plc	Co-operative Bank
Blakeridge Lane	75 Commercial Street	47 Low Lane
Batley	Batley	Batley
WF17 8PD	WF17 5EQ	WF17 9EY

Independent examiner

E J Beverley FCCA

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a Charitable Incorporated Organisation (CIO) foundation formed on 18 June 2014 and governed by a constitution.

Method of recruitment and appointment of trustees

The trustees of the charity are appointed by the members at the AGM.

Batley Food Bank

Trustees' report (continued) for the year ended 30 September 2022

Objectives and activities

The charity's objects

To alleviate the effects of food poverty and specifically to create and operate a food bank for the people of Batley and its environs.

The charity's main activities

Operating a food bank providing emergency food aid to people resident in an area of the North Kirklees local authority area covering Batley, Heckmondwike, Cleckheaton, Liversedge, Birstall and Birkenshaw, along with parts of Dewsbury including Mirfield.

Public benefit statement

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular alleviating the effects of food poverty in our local area.

Achievements and performance

During the cost-of-living crisis more and more people are struggling to provide basic nutrition. Batley Food Bank assists people through difficult times in the hope that their personal circumstances will improve.

Financial review and reserves policy

The net expenditure for the year was £51,523, on unrestricted funds.

Batley Food Bank relies on donations from the public, churches, mosques, local business, schools and Kirklees Council. We do not enjoy recurrent funding but rely on goodwill.

Members of the public kindly set up monthly contributions ranging from £5 to £30, and many organisations arrange food collections from local businesses, banks and supermarkets.

We have regular support from Kirklees Council which the accounts will indicate but this is not guaranteed but thankfully has always been forth coming.

Our service fills a substantial gap in Council funding as we look after the most vulnerable and as such, we have had verbal assurances that this support will continue. We are in the process of amending the delivery service as it is apparent that the most vulnerable of our service users require this offer.

Due to the ever-increasing volume of work, it is necessary to continue to employ staff as it is not realistic to expect volunteers to carry out the detailed work needed to ensure the food bank remains a going concern.

The charity's free reserves, at the year end were £50,989.

We plan to retain reserves to operate the food bank for a four to six months period as we feel that it is important to strategically plan as a great number of people rely on our services. The reason for the policy is that in the event of no further funding being received, we would be able to pay our core costs over that period of time. This includes wages (staff on temporary contracts), rent and insurance.

The move to more cost-effective premises together with a re-organisation of the staffing structure means our outgoings will reduce. The Food Bank Manager is tasked with sourcing and applying for a wide range of grants and donations. This is already generating additional income.

The rent for the premises is £600.00 per month and other than food is our largest outgoing and as such we are actively pursuing Kirklees for help with this expense. Initial conversations have been positive, and we anticipate support with this major outgoing.

Batley Food Bank

Trustees' report (continued) for the year ended 30 September 2022

Financial review and Reserves policy (continued)

Staff expenditure will be reviewed quarterly based on the level of service users and referrals to assess if adjustments need to be made. Cash reserves will form part of the decision-making process.

We expect to spend in the region of £4,500.00 per month on food and toiletries and as such much of our ongoing work is around securing funds for and donations of food. Ongoing work includes meetings with Mosques, Kirklees referral agencies, supermarkets, churches, schools, and other agencies who may offer support such as yourselves.

We regularly receive large in-kind donations from various supermarkets which contribute significantly to the running of the food bank, and this will continue indefinitely.

As Trustees of a charity, we have a responsibility to ensure that the Food Bank operates as a going concern, and we work daily to ensure that this happens.

All at the Food Bank hoped that this charity would be short-lived to help people over difficult times but unfortunately the demand for our services continues to rise dramatically and this shows no sign of abating.

Approved by the board of trustees on 03/07/2023

C Pinder (Trustee)

Batley Food Bank

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

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 30 September 2022, which are set out on pages 6 to 9.

Responsibilities and basis of report

As the charity trustees of the CIO 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 CIO's accounts as carried out under section 145 of the 2011 Act. 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

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 charity as required by section 130 of the Charities Act;
- 2 the accounts do not accord with those records.

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.

E J Beverley FCCA

05/07/2023

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Batley Food Bank
Receipts and payments account
for the year ended 30 September 2022

	Notes	2022 Unrestricted funds £	2022 Restricted funds £	2022 Total funds £	2021 Total funds £
Receipts					
Grants and donations	(2)	27,552	45,685	73,237	106,177
Total receipts		<u>27,552</u>	<u>45,685</u>	<u>73,237</u>	<u>106,177</u>
Payments					
Salaries NI and pensions		37,098	1,500	38,598	15,592
Food and consumables stock		14,244	44,185	58,429	46,428
Freelance workers		-	-	-	2,693
Telephone		627	-	627	1,927
Insurance		490	-	490	435
Stationery		319	-	319	103
Equipment		742	-	742	2,763
Subscriptions		60	-	60	159
IT services		275	-	275	794
Other costs - service users		1,994	-	1,994	-
Vehicle leasing		3,086	-	3,086	-
Volunteer expenses		890	-	890	135
Training		-	-	-	2,304
Professional fees		2,322	-	2,322	1,658
Moving expenses		505	-	505	400
Rent and utilities		16,199	-	16,199	5,400
Other expenses		224	-	224	5
Total payments		<u>79,075</u>	<u>45,685</u>	<u>124,760</u>	<u>80,796</u>
Net movement in funds		<u>(51,523)</u>	<u>-</u>	<u>(51,523)</u>	<u>25,381</u>
Fund balances brought forward		<u>102,512</u>	<u>-</u>	<u>102,512</u>	<u>77,131</u>
Fund balances carried forward	(3)	<u>50,989</u>	<u>-</u>	<u>50,989</u>	<u>102,512</u>

Batley Food Bank
Statement of assets and liabilities
as at 30 September 2022

	2022	2022	2022	2021
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Cash funds				
Cash at bank	50,823	-	50,823	102,389
Cash in hand	166	-	166	123
Total cash funds	<u>50,989</u>	<u>-</u>	<u>50,989</u>	<u>102,512</u>

Debtors and prepayments

	2022
	£
HMRC - overpayment	1241
Prepayments	82
	<u>1,323</u>

Assets retained for the charity's own use

Catering fridge and two upright fridges
Three chest freezers and one upright freezer
Computer tower, keyboard and monitor
Two printers
Shelving units
Two office desks
Henry vacuum cleaner
Shredder

Liabilities

	2022
	£
Pension creditor	33
Accruals	809
	<u>842</u>

The financial statements were approved by the board of trustees on 03/07/2023

C Pinder (Trustee)

Batley Food Bank

Notes to the accounts

for the year ended 30 September 2022

1 Accounting policies

Basis of accounting

The trustees have taken advantage of section 133 of the Charities Act 2011 and have prepared the accounts on a receipts and payments basis.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Fund accounting

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

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

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

Batley Food Bank
Notes to the accounts continued
for the year ended 30 September 2022

2 Grants and donations	2022 Unrestricted funds £	2022 Restricted funds £	2022 Total funds £	2021 Total funds £
Kirklees Council	-	39,885	39,885	60,262
Sainsbury's neighbourly fund	-	1,500	1,500	-
First Give	-	1,000	1,000	-
PPG Industries	-	2,500	2,500	-
ASDA Foundation	-	800	800	-
Freemasonry & Lieutenancies Partnership Fund	-	-	-	2,000
Other donations	27,552	-	27,552	43,915
	<u>27,552</u>	<u>45,685</u>	<u>73,237</u>	<u>106,177</u>

3 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Kirklees Council	-	39,885	39,885	-	-
Sainsbury's neighbourly fund	-	1,500	1,500	-	-
First Give	-	1,000	1,000	-	-
PPG Industries	-	2,500	2,500	-	-
ASDA Foundation	-	800	800	-	-
	<u>-</u>	<u>45,685</u>	<u>45,685</u>	<u>-</u>	<u>-</u>

Fund name	Purpose of restriction
Kirklees Council	To be spent on food, rising cost of fuel and items related to this including hygiene products, cleaning products.
Sainsbury's neighbourly fund	Towards food costs.
First Give	Towards food costs.
PPG Industries	Towards food costs and salaries
ASDA Foundation	Towards food costs.

4 Related party transactions

Trustee expenses

No trustee received any expenses during this year or the previous year.

Trustee remuneration and benefits

Wendy Russell was engaged on a freelance basis for consultancy and was paid £560 during the year (2021: £315).

No other trustee received any remuneration or benefit during this or the previous year.

Other transactions with trustees or related parties			2022 £	2021 £
Name of trustee or related party	Relationship to charity	Description of transaction		
Anna Russell	Daughter of trustee	Administration work done as freelance worker and then as an employee	7,935	13,801
A Wilde	Husband of trustee	General assistance as an employee	2,503	-
			<u>7,935</u>	<u>13,801</u>

Batley Food Bank

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

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 30 September 2022, which are set out on pages 6 to 9.

Responsibilities and basis of report

As the charity trustees of the CIO 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 CIO's accounts as carried out under section 145 of the 2011 Act. 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

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 charity as required by section 130 of the Charities Act;
- 2 the accounts do not accord with those records.

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.

E J Beverley

Signed:

Name: E J Beverley FCCA

05/07/2023

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

BATLEY FOOD BANK

England & Wales - Charity number 1157520

Accounts

Batley Food Bank

Charity number 1157520

Annual Report and Financial Statements for the year ended 30 September 2021



West Yorkshire Community Accounting Service

Batley Food Bank

Annual Report and Financial Statements for the year ended 30 September 2021

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Prepared by West Yorkshire Community Accountancy Service CIO

Batley Food Bank

Trustees' report for the year ended 30 September 2021

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Catherine Pinder	Chair	
Tracey Race	Secretary	
Wendy Russell	Treasurer	
Caroline Jones		
Helen Wilde		
Bilal Mayat		Resigned 4 February 2021
Barbara Martin		
Charity number	1157520	Registered in England and Wales
Registered and principal address	Bankers	
Town Hall Annexe	Lloyds Bank plc	Co-operative Bank
Batley	75 Commercial Street	47 Low Lane
WF17 5DT	Batley	Batley
	WF17 5EQ	WF17 9EY

Independent examiner

Helen Galvin FCCA

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a Charitable Incorporated Organisation (CIO) formed on 18 June 2014 and governed by a foundation constitution adopted on 18 June 2014.

Method of recruitment and appointment of trustees

The trustees of the charity are appointed by the members at the AGM.

Batley Food Bank

Trustees' report (continued) for the year ended 30 September 2021

Objectives and activities

The charity's objects

To alleviate the effects of food poverty and specifically to create and operate a food bank for the people of Batley and its environs.

The charity's main activities

Operating a food bank providing emergency food aid to people resident in an area of the North Kirklees local authority area covering Batley, Heckmondwike, Cleckheaton, Liversedge, Birstall and Birkenshaw, along with parts of Dewsbury including Mirfield.

Public benefit statement

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular alleviating the effects of food poverty in our local area.

Achievements and performance

Usage of the food bank is increasing month on month as more people are affected by cost-of-living pressures. The food bank operates to assist people at a time of crisis and provide a safety net until their personal circumstances improve. The sheer increase of service users demonstrates the need for and the benefit of our service.

Financial review

The net receipts for the year were £25,381, which were all on unrestricted funds.

Covid 19 has had a significant impact on the food bank as we have had to move to a predominantly delivery service. Referrals have increased month on month, and it is expected that this trend will continue.

Thankfully donations have continued, and we have been able to apply for funding to support a delivery driver on a short-term contract. Long term the food bank is planning to return to collections for most of the clients.

The long-term viability of the food bank has yet to be determined and our organisation is seeking advice from experts to assess the way forward long-term.

At the time of signing these accounts the charity has been impacted by the global Covid-19 virus. The trustees have reassessed the charity's ability to continue for at least 12 months from the date that the accounts are approved and conclude that no material uncertainties exist that cast significant doubt on the charity's ability to meet its liabilities as they fall due.

Reserves policy

The charity's free reserves at the year end were £102,512.

We do not have a formal reserves policy though this is under discussion.

Signed on behalf of the board of trustees on 01/06/2022

C. Pinder (Trustee)

Batley Food Bank

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

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 30 September 2021, which are set out on pages 5 to 8.

Responsibilities and basis of report

As the charity trustees of the CIO 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 CIO's accounts as carried out under section 145 of the 2011 Act. 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

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 CIO as required by section 130 of the Act; or
- 2 the accounts do not accord with those records.

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.

Signed:  Name: Helen Galvin FCCA

01/06/2022

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Batley Food Bank
Receipts and payments account
for the year ended 30 September 2021

	Notes	2021 Total funds £	2020 Total funds £
Receipts			
Grants and donations	(2)	106,177	78,297
Total receipts		<u>106,177</u>	<u>78,297</u>
Payments			
Salaries NI and pensions		15,592	-
Food and consumables stock		46,428	12,950
Freelance workers		2,693	7,232
Telephone		1,927	1,872
Insurance		435	240
Stationery		103	713
Equipment		2,763	383
Subscriptions		159	61
IT services		794	1,007
Repairs and maintenance		5	143
Bank charges		-	10
Fixtures and fittings		-	1,240
Volunteer expenses		135	-
Training		2,304	-
Professional fees		1,658	-
Moving expenses		400	-
Rent and utilities		5,400	-
Total payments		<u>80,796</u>	<u>25,851</u>
Net income		25,381	52,446
Fund balances brought forward		<u>77,131</u>	<u>24,685</u>
Fund balances carried forward		<u>102,512</u>	<u>77,131</u>

Batley Food Bank

Statement of assets and liabilities as at 30 September 2021

	2021	2020
	Total	Total
	£	£
Cash funds		
Cash at bank	102,389	76,946
Cash in hand	123	185
Total cash funds	<u>102,512</u>	<u>77,131</u>
 Amounts owed to the charity	 £	
HMRC - overpayment	267	
Prepaid rent and utilities	3,600	
	<u>3,867</u>	
 Assets retained for the charity's own use		
Catering fridge and two upright fridges		
Three chest freezers and one upright freezer		
Computer tower, keyboard and monitor		
Two printers		
Shelving units		
Two office desks		
Henry vacuum cleaner		
 Liabilities	 £	
Independent examination	540	
Pension costs	41	
	<u>581</u>	

The financial statements were approved by the board of trustees on 01/06/2022

C. Pinder (Trustee)

Batley Food Bank

Notes to the accounts

for the year ended 30 September 2021

1 Accounting policies

Basis of accounting

The trustees have taken advantage of section 133 of the Charities Act 2011 and have prepared the accounts on a receipts and payments basis.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Fund accounting

All the funds of the CIO are unrestricted which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Batley Food Bank
Notes to the accounts continued
for the year ended 30 September 2021

2 Grants and donations

	2021	2020
	Total	Total
	funds	funds
	£	£
Kirklees Council	60,262	13,685
Freemasonry & Lieutenancies Partnership Fund	2,000	-
Independent Food Aid Network (IFAN)	-	100
One Community	-	10,000
Rockstar Games donation	-	20,000
Donations	43,915	34,512
	<u>106,177</u>	<u>78,297</u>

3 Related party transactions

Trustee expenses

No trustee received any expenses during this year or the previous year.

Other transactions with trustees or related parties

			2021	2020
			£	£
Name of trustee	Relationship to	Description of transaction		
Anna Russell	Daughter of trustee	Administration work done as freelance worker and then as an employee	13,801	6,086
Wendy Russell	Trustee	Consultancy work	315	-
			<u>14,116</u>	<u>6,086</u>

BATLEY FOOD BANK

England & Wales - Charity number 1157520

Accounts

Batley Food Bank

Charity number 1157520

Annual Report and Financial Statements for the year ended 30 September 2020



West Yorkshire Community Accounting Service

Batley Food Bank

Annual Report and Financial Statements for the year ended 30 September 2020

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Prepared by West Yorkshire Community Accounting Service

Batley Food Bank

Trustees' report for the year ended 30 September 2020

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Tracey Race		
Caroline Jones		
Wendy Russell		Appointed 8 June 2020
Helen Wilde		Appointed 8 June 2020
Bilal Mayat		Resigned 4 February 2021
Catherine Pinder	Chair	
Barbara Martin		

Charity number

The charity was registered with the Charity Commission for England and Wales, number 1157520, on 18 June 2014.

Principal address

Town Hall Annexe
Batley
WF17 5DT

Bankers

Lloyds Bank plc	Co-operative Bank
75 Commercial Street	47 Low Lane
Batley	Batley
WF17 5EQ	WF17 9EY

Independent examiner

E J Beverley FCCA

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a Charitable Incorporated Organisation (CIO) formed on 18 June 2014 and governed by a foundation constitution adopted on 18 June 2014.

Method of recruitment and appointment of trustees

The trustees of the charity are appointed by the members at the AGM.

Objectives and activities

The charity's objects

To alleviate the effects of food poverty and specifically to create and operate a food bank for the people of Batley and its environs.

The charity's main activities

Operating a food bank providing emergency food aid to people resident in an area of the North Kirklees local authority area covering Batley, Heckmondwike, Cleckheaton, Liversedge, Birstall and Birkenshaw, along with parts of Dewsbury including Mirfield.

Batley Food Bank

Trustees' report (continued) for the year ended 30 September 2020

Objectives and activities (continued)

Public benefit statement

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular alleviating the effects of food poverty in our local area.

Achievements and performance

Provision of food parcels to thousands of people in need, including single people, couples and families with children. Food parcels include food for 3 meals a day for all members of the household for 7 days a week, plus toiletries, household cleaning items and cat and dog food as requested. Occasional provision of cooking utensils and other small household items as requested.

Providing volunteering opportunities for local people, with around 15 people a week typically volunteering at least 2 hours each, sometimes significantly more.

Adapting a collection-only service to delivery overnight because of the pandemic, maintaining a steady stream of volunteers through regularly changing circumstances, bringing in food and cash donations and keeping the service running efficiently through being nimble and agile in the face of considerable competition for resources from pop up providers.

Developing relationships with the council, its agencies and other food and service providers.

Working in dilapidated premises keeping them clean and tidy and maintaining hygiene standards.

Financial review

The net receipts for the year was £52,446 on unrestricted funds.

Batley Food Bank has gone through a period of significant change because of the pandemic. It is now working on a more professional footing and as a result of being recognised as an established food bank, the third largest in Kirklees, it currently attracts regular donations from the local council. We can have reasonable confidence that this will continue at some level according to the council's welfare budget. Our skills and understanding have developed in applying for grants and interpreting the requirements of evaluation and we also have a number of regular private donors, whose small donations add up to provide a small but regular income. Whilst the pandemic has forced us to remodel our operation in order to survive and meet our core aims, we have benefitted financially in many ways and are able to plan for the future with confidence.

At the time of signing these accounts the charity has been impacted by the global Covid-19 virus. The trustees have reassessed the charity's ability to continue for at least 12 months from the date that the accounts are approved and conclude that no material uncertainties exist that cast significant doubt on the charity's ability to meet its liabilities as they fall due.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £77,131.

Batley Food Bank currently has no formal reserves policy though this is under discussion.

Signed on behalf of the board of trustees on 29/07/2021

Catherine Pinder (Trustee)

Batley Food Bank

Independent examiner's report to the trustees of Batley Food Bank Charitable Incorporated Organisation ('the CIO')

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 30 September 2020, which are set out on pages 5 to 8.

Responsibilities and basis of report

As the charity trustees of the CIO 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 CIO's accounts as carried out under section 145 of the 2011 Act. 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

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 CIO as required by section 130 of the Act; or
- 2 the accounts do not accord with those records.

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.

E J Beverley FCCA

29/07/2021

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Batley Food Bank
Receipts and payments account
for the year ended 30 September 2020

	Notes	2020 Unrestricted funds £	2020 Restricted funds £	2020 Total funds £	2019 Total funds £
Receipts					
Grants and donations	(2)	68,197	10,100	78,297	15,794
Total receipts		<u>68,197</u>	<u>10,100</u>	<u>78,297</u>	<u>15,794</u>
Payments					
Food and consumables stock		2,850	10,100	12,950	-
Freelance worker		7,232	-	7,232	-
Telephone		1,872	-	1,872	-
Insurance		240	-	240	-
Stationery		713	-	713	-
Equipment		383	-	383	-
Subscriptions		61	-	61	-
IT upgrade		1,007	-	1,007	-
Repairs and maintenance		143	-	143	-
Bank charges		10	-	10	-
Fixtures and Fittings		1,240	-	1,240	-
Resources expended		-	-	-	13,532
Total payments		<u>15,751</u>	<u>10,100</u>	<u>25,851</u>	<u>13,532</u>
Net receipts / (payments)		<u>52,446</u>	<u>-</u>	<u>52,446</u>	<u>2,262</u>
Fund balances brought forward		<u>24,685</u>	<u>-</u>	<u>24,685</u>	<u>22,423</u>
Fund balances carried forward	(3)	<u>77,131</u>	<u>-</u>	<u>77,131</u>	<u>24,685</u>

Batley Food Bank

Statement of assets and liabilities

as at 30 September 2020

	2020	2020	2020	2019
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Cash funds				
Cash at bank	76,946	-	76,946	24,685
Cash in hand	185	-	185	-
Total cash funds	<u>77,131</u>	<u>-</u>	<u>77,131</u>	<u>24,685</u>

Liabilities

Independent examination	£
	<u>540</u>
	<u>540</u>

Approval of the accounts

The financial statements were approved by the board of trustees on 29/07/2021

Catherine Pinder (Trustee)

Batley Food Bank

Notes to the accounts

for the year ended 30 September 2020

1 Accounting policies

Basis of accounting

The trustees have taken advantage of section 133 of the Charities Act 2011 and have prepared the accounts on a receipts and payments basis.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Fund accounting

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

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

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

Batley Food Bank
Notes to the accounts continued
for the year ended 30 September 2020

2 Grants and donations	2020 Unrestricted funds £	2020 Restricted funds £	2020 Total funds £	2019 Total funds £
Independent Food Aid Network (IFAN)	-	100	100	-
One Community	-	10,000	10,000	-
Rockstar Games donation	20,000	-	20,000	-
Kirklees Council	13,685	-	13,685	-
Donations	34,512	-	34,512	15,794
	<u>68,197</u>	<u>10,100</u>	<u>78,297</u>	<u>15,794</u>

3 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
IFAN	-	100	100	-	-
One Community	-	10,000	10,000	-	-
	<u>-</u>	<u>10,100</u>	<u>10,100</u>	<u>-</u>	<u>-</u>

Fund name

Purpose of restriction

IFAN	To purchase PPE, cleaning supplies and catering disposables.
One Community	To purchase Food, toiletries and household cleaning products.

4 Related party transactions

Trustee expenses

No trustee received any expenses during this year or the previous year.

Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.

Other related party transactions

Other transactions with trustees or related parties			2020 £	2019 £
Name of trustee	Relationship to	Description of transaction		
Anna Russell	Daughter of trustee	Administration work done as freelance worker	6,086	-
			<u>6,086</u>	<u>-</u>