

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

£
540
<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>