

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

Contents	Page
Trustees' report	2 to 3
Examiner's report	4
Receipts and payments account	5
Statement of assets and liabilities	6
Notes to the accounts	7 to 8

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>