

Batley Food Bank

Charity number 1157520

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



Batley Food Bank

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

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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>