

Harrogate District Foodbank – charity number : 1157599

Year ended 30th June 2025

Trustees Annual Report
and
Financial statements

Harrogate District Foodbank – charity number: 1157599

Year ended 30th June 2025

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Harrogate District Foodbank – charity number: 1157599

Year ended 30th June 2025

Legal and administrative information

Charity registration number: 1157599

Charitable Incorporated Organisation

Trustees:

Andrew Michael Cussons – Chairman

Linda Macrow

Andrew Maxwell-Wood

Alastair Pollard

Gillian Hudson (resigned 3rd November 2025)

Safeguarding officers

Stuart Singleton

June Scott

Principal office:

Life Destiny Church
93b High Street
Harrogate
HG5 7LH

Independent examiner:

Sylvia Lambden FCCA
Calculus Accountants and Tax Advisers Ltd
5 Priory Road
Loughton
Essex
IG10 1AF

Bankers:

Virgin Money
21 James Street
Harrogate
HG1 1QU
Co-op Bank

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Harrogate District Foodbank

Trustees Report

The Trustees present their annual report together with the financial statement of the charity for the year ended 30 June 2025.

Our Aims and Objectives

The charity was registered as a charitable incorporated organisation on 25th June 2014 to prevent or relieve poverty in Harrogate and District particularly, though not exclusively, by providing emergency food supplies to needy individuals and other charities and organisations in the area.

The trustees in their operations have given due regard to the Charity Commissions guidance on public benefit.⁵⁴

Our Staff and volunteers

Dawn Cussons - Employed District Manager

Stuart Singleton - Employed Warehouse Manager

Kirsty Singleton – Employed Administration Assistant

Gillian Hudson - Team Leader for the Harrogate Distribution Centre (Tuesday)

Kirsty Singleton (term times) / Gillian Hudson (holiday times) - Team Leader for the Harrogate Distribution Centre (Friday)

Linda Macrow - Team Leader for the Starbeck Distribution Centre

Sandra Jackson - Team Leader for the Knaresborough Distribution Centre

Becky Harding - Team Leader for the Jennyfield Distribution Centre

Harrogate District Foodbank have been given grants by Trussell to employ a worker from Citizens Advice, who attends distribution centre opening times and deals with enquiries relating to benefits, residential issues and so on.

Structure governance and management / Our Organisation

The Harrogate District Foodbank is part of the Trussell network of Foodbanks.

The Charity is administered by a board of Trustees that would normally meet at least four times a year. New Trustees are appointed via a discussion amongst existing trustees about eligible individuals who are usually existing volunteers in the distribution centres or the warehouse. They are approached and asked to serve for a trial period of 6 months after which their continuation as a trustee is reviewed by the existing trustees. Usually the individual is then invited to join the trustees permanently.

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Trustees meetings take place in person. There have been no changes this year to the board of trustees which is composed of Andrew Cussons (Chair), Linda Macrow, Andrew Maxwell-Wood, Alastair Pollard, and Gillian Hudson.

The operational sub-committee for team leaders is made up of Dawn Cussons (the District Manager), Stuart Singleton (the warehouse Manager) and the five team leaders, Gillian Hudson, Linda Macrow, Kirsty Singleton, Becky Harding and Sandra Jackson. Kirsty Singleton and Gillian Hudson are responsible for the running of the Foodbank distribution centre in Harrogate Mowbray Church on the two days a week when it is open. Sandra Jackson is the team leader for the Foodbank distribution centre in Knaresborough Holy Trinity Church which is open for one day a week, Becky Harding is the team leader for the Foodbank distribution centre in Jennyfield Evangelical Church which is open for one day a week, and Linda Macrow is the team leader for the distribution centre in Starbeck, also open for one day a week.

Trustees

Achievements and performance

We successfully opened a new distribution centre this year, based at Jennyfield Evangelical Church. This is located on a large housing estate where we know there is a need for the services of a Foodbank. We also successfully applied for a grant from Trussell to enable a professional form Citizens Advice to attend each session there to help people who come to the Foodbank.

All four distribution centres invite Foodbank clients into the different buildings where they can sit down with a volunteer, have a cup of tea and be signposted to other organisations and charities that could help them with their particular needs.

E-referrals and the delivery of food parcels has continued.

We continue to use the warehouse which is situated in property owned by Horizon Life Training on the outskirts of Harrogate in a village called Killinghall.

The Foodbank distribution centre in Mowbray Church opens on Tuesdays and Fridays between 10.30am and 12.30pm whilst the Foodbank distribution centres in Knaresborough and Jennyfield both open on a Wednesday from 10.30am to 12.30pm, and the Foodbank distribution centre in Starbeck opens on a Thursday from 10.30am to 12.30pm.

For a client to receive a food parcel they have to obtain a voucher from a frontline professional, such as a social worker, a head teacher, church minister, Citizen's advice etc. Most clients are now given E-vouchers from the frontline professionals who have been trained in how to issue the E-vouchers. The vouchers are exchanged for 3 days' worth of food. The client is entitled to five vouchers every six months, although due to the cost-of-living crisis we do occasionally vary these guidelines.

Although most food is donated by members of the public, schools, churches, and businesses, donations are noticeably lower than previous years, so we regularly have to spend money to buy food. Several local supermarkets have permanent collection points where customers can leave food which is then collected by our warehouse team. Collected and donated food is then stored in our warehouse where it is graded by "best before" dates until it is needed in the distribution centres. At

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the beginning of July 2025 our stock of food was 3,237.8Kg, rather less than the total stock at the same time last year.

Harrogate District Foodbank first opened its doors twelve years ago and used Mowbray Community Church as its first distribution centre. Eight years ago, we opened a second distribution centre in Holy Trinity Church, Knaresborough and since April 2021 a distribution centre has been opened in Life Destiny Church, Starbeck. In January 2024 we opened a fourth distribution centre at Jennyfield Evangelical Church. All four properties have so far been provided to us rent free. However, in view of the increase in the price of gas as electricity, Harrogate District Foodbank trustees took the decision to give each distribution centre church (and our Warehouse landlord) a gift of £1,000 each to cover extra heating and lighting costs, and we hope to donate similar amounts to each church (including Jennyfield Evangelical Church this year too). This money was covered from our reserves.

During the lifetime of Harrogate District Foodbank (up to 14th September 2025), the total amount of food collected or donated has been 375,204 Kg and the total amount of food distributed has been 372,204 Kg

In the current year (01/07/2024 – 30/06/2025) 36,046 Kg has been collected or donated and 37,197 Kg has been distributed.

In the current year (01/07/2024 – 30/06/2025) the Harrogate District Foodbank has provided food for 3,634 people.

Of this total 2,566 were adults and 1,068 were children. Since opening eleven years ago (up until 30/06/2025) the Foodbank has fed 31,740 people. Of this 21,090 are adults and 10,650 are children.

Below are some statistics from reports provided by Trussell about our own Harrogate District clients – where they live, what family group they are in and who referred them to a Foodbank. Data from 01/07/2024 – 30/06/2025)

60% of our client vouchers were for a single adult with no children , another 16% were single adult with children, and 24% a Family of multiple adults (with or without children).

The most common reasons for vouchers being provided are “Ongoing impact of physical or mental health condition” and “Rising costs of essentials”.

The most prolific referral agency was Citizen’s Advice (44% of total), next was Harrogate Homeless Prevention Team (7%), followed by Harrogate Homeless Project (5%). The other 68 agencies referred less than 4% of the total vouchers each.

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Ward where claimant lives	Adults fed	Children fed	Total fed	%age
Fairfax & Starbeck	514	351	865	19%
Valley Gardens & Central Harrogate	439	103	542	12%
High Harrogate & Kingsley	403	124	527	12%
Bilton Grange & New Park	388	134	522	12%
Bilton & Nidd Gorge	285	41	326	7%
Knaresborough East	185	119	304	7%
Knaresborough West	220	49	269	6%
Killinghall, Hampsthwaite & Saltergate	148	113	261	6%
Coppice Valley & Duchy	141	71	212	5%
Oatlands & Pannal	75	58	133	3%
Stray, Woodlands & Hookstone	70	29	99	2%
Harlow & St. Georges	67	26	93	2%
Boroughbridge & Claro	45	19	64	1%
Ripon Minster & Moorside	30	9	39	1%
NFA	37	1	38	1%
Unknown	20	16	36	1%
Pateley Bridge & Nidderdale	16	19	35	1%
Washburn & Birstwith	18	13	31	1%
Wathvale & Bishop Monkton	15	10	25	1%
Ouseburn	15	8	23	1%
All Others together	52	20	72	2%

Financial review (including reserves policy)

The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (FRS 102) issued by the Charity Commission for England and Wales in July 2014.

The Statement of Financial Activities shows incoming resources of £ 115,492, (2024: £154,871) and resources expended of £122,246 (2024: £145,532). Reserves were carried forward of £ 173,784 (2024: £180,538) of which £35,450 had restrictions placed on them. The total unrestricted funds are £138,334. Cash funds are held of £165,786 (2024: £170,681) of which £35,450 have restrictions placed on them. The principal financial funding sources are donations from individuals and grants from Trussel.

The principle District Foodbank trustees have a reserves policy of at least 6 months of operating expenditure and any costs involved if the charity had to be wound up, including payment of redundancies, rent etc. Reserves exceed this amount and have been allowed to accumulate to ensure food can be purchased and people helped if donations dry up. If grants from Trussell to pay for Citizens Advice advisors shrink or stop, we may need to pay some or all of the costs out of reserves ourselves.

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Trustees' responsibilities

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the [Charities (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are satisfied with the financial position of the charity.

Approved by the Trustees on

December 2025

signed on their behalf by

18/12/25

*Andrew
Cussons*

Andrew Cussons (Dec 18, 2025 10:28:37 GMT)

Andrew Cussons

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Independent Examiner's Report to the Trustees of Harrogate District Foodbank

I report to the charity trustees on my examination of the accounts of the charity for the year ended 30th June 2025 which are set out on pages 9 to 15.

Responsibilities and basis of report

As the charity's trustees 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 charity's accounts carried out under section 145 of the Act and 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 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

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.



Sylvia Lambden FCCA

Chartered Association of Certified Accountants

Calculus Accountants and Tax Advisers Limited
Accountants
5 Priory Road
Loughton Essex IG10 1AF

The date upon which my opinion is expressed is:

18/12/25

December 2025

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Statement of Financial Activities

	notes	Unrestricted funds	Restricted income funds	Total funds	Prior year funds
		£	£	2025 £	2024 £
Income					
Income and endowments from:					
Donations and legacies	2	57,322	-	57,322	93,822
Charitable activities		-	-	-	-
Investment income	4	1,257	-	1,257	347
Grants	3	6,848	45,648	52,496	58,334
Other	5	4,417	-	4,417	2,368
		<u>£69,844</u>	<u>£45,648</u>	<u>£115,492</u>	<u>£154,871</u>
Expenditure					
Expenditure on:					
Raising funds		-	-	-	-
Direct Charitable Expenditure	6	89,224	33,022	122,246	145,532
Other		-	-	-	-
Total		<u>£89,224</u>	<u>£33,022</u>	<u>£122,246</u>	<u>£145,532</u>
Net income/(expenditure)		-£19,380	£12,626	-£6,754	£9,339
Transfers between funds					
Other recognised gains/(losses):		-	-	-	-
Other gains/(losses)		-	-	-	-
Net movement in funds for year		<u>-£19,380</u>	<u>£12,626</u>	<u>-£6,754</u>	<u>£9,339</u>
Funds carried forward 30th June 2024	12b	<u>£157,714</u>	<u>£22,824</u>	<u>£180,538</u>	<u>£171,199</u>
Funds carried forward 30th June 2025	12a	<u>£138,334</u>	<u>£35,450</u>	<u>£173,784</u>	<u>£180,538</u>

The notes on pages 11 -15 form part of these financial statements.


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Balance Sheet

	notes	Unrestricted funds	Restricted income funds	Total funds	Prior year funds
		£	£	2025 £	2024 £
Fixed assets					
Tangible assets	9	8,076	-	8,076	9,642
Total fixed assets		£8,076	-	£8,076	£9,642
Current assets					
Cash at bank and in hand		130,336	35,450	165,786	170,681
Debtors	10	900	-	900	1,181
Total current assets		£131,236	£35,450	£166,686	£171,862
Creditors: amounts falling due within one year	11	978	-	978	966
Net current assets/(liabilities)		£130,258	£35,450	£165,708	£170,896
Total assets less current liabilities		£138,334	£35,450	£173,784	£180,538
Funds of the Charity	12 a&b	£138,334	£35,450	£173,784	£180,538

The financial statements on pages 9 to 15 were approved by the Trustees on and signed on their behalf by:


[Linda Macrow \(Dec 18, 2025 17:05:17 GMT\)](#)
 Linda Macrow

Trustee

Date: December 2025

18/12/25

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Year ended 30th June 2025

Notes to the financial statements

1 Accounting policies

Basis of preparation

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice to applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable United Kingdom and Republic of Ireland (FRS 102) (effective 1 January 2019), the Charities Act 2011, and UK generally accepted accounting practice. The accounts have been prepared under the historical cost convention. The accounts are presented in sterling which is the functional currency of the charity. The accounts (financial statements) have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the relevant version of the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Preparation of a cash flow statement

The charity has taken the exemption provided in Update Bulletin 1 updating Statement of Recommended Practice: Accounting and Reporting Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) allowing small charities not to prepare a cash flow statement.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured. All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs

Support costs include central functions and are allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent by their usage.

Governance costs

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Notes to the financial statements

6 Analysis of resources expended			2025 £			2024 £		
	Unrestricted	Restricted	Total		Unrestricted	Restricted	Total	
	£	£	£		£	£	£	
Direct Charitable Expenditure:								
Fees and subscriptions	627	-	627		609	-	609	
Bank Charges	100	-	100					
Bookkeeping and payroll costs	4,178	-	4,178		4,402	-	4,402	
Foodbank stock	8,788	-	8,788	6c	14,216	554	14,770	
Volunteers expenses	3,339	-	3,339		3,665	-	3,665	
Insurance	1,435	-	1,435		2,751	-	2,751	
Printing, postage & stationery	664	-	664		917	-	917	
Rent & rates	4,084	-	4,084		4,050	-	4,050	
Small equipment	874	411	1,285		1,022	-	1,022	
Repairs & maintenance	-	-	-		690	-	690	
Sundry	550	-	550		267	-	267	
Telephone & mobile costs	187	-	187		480	-	480	
Travel expenses	2,074	-	2,074		3,218	-	3,218	
Training costs	-	-	-		-	-	-	
Donations	4,000	32,611	36,611	6a	19,000	39,890	58,890	
Salaries	49,884	-	49,884	7	40,228	-	40,228	
Pensions	1,388	-	1,388		1,406	-	1,406	
Depreciation	5,706	-	5,706		6,637	-	6,637	
Anniversary and volunteer events	-	-	-		-	-	-	
Trustees meeting expenses	626	-	626	6b	810	-	810	
Independent examination	720	-	720	6b	720	-	720	
Total	£89,224	£33,022	£122,246		£105,088	£40,444	£145,532	
6 a Donations	£	£	£		£	£	£	
Host centres and Bradford Foodbank	4,000	-	4,000		19,000	-	19,000	
Citizens advice	-	32,611	32,611		-	39,890	39,890	
	£4,000	£32,611	36,611		£19,000	£39,890	£58,890	

6 b Governance costs	£	£
Independent examination	720	720
Trustee meeting costs	626	810
	£1,346	£1,530

6c Stock

Donated stock of 3,237.8kg was held at 30th June 2025.(2024: 3,346.9kg)

Harrogate District Foodbank – charity number : 1157599**Year ended 30th June 2025****Notes to the financial statements****7 Staff costs and employee benefits**

	2025	2024
	£	£
Wages and salaries	46,088	37,859
Social security costs	3,810	2,368
Pension cost	1,290	1,041
Payroll processing fee	658	632
	<u>£51,846</u>	<u>£41,900</u>

During the year, the Charity had 3 employees (2024: 3), and no-one was paid over £60,000.

8 Trustees

No remuneration was provided to Trustees but Trustee meeting expenses include a gifts of £300.

Trustees were reimbursed for expenses incurred on behalf of the charity as follows:

	2025	2024
	£	£
Refreshments	130	341
mileage	105	388
Travel and accomodation re Westminster lobby trip	195	-
Thank you gift	300	413
	<u>£730</u>	<u>£1,142</u>

9 Tangible fixed assets**Cost**

	Vehicle	Equipment	Total
	£	£	£
At 1 July 2024	10,000	17,537	27,537
Additions	-	4,142	4,142
At 30 June 2025	<u>£10,000</u>	<u>£21,679</u>	<u>£31,679</u>

Depreciation

At 1 July 2024	5,000	12,896	17,896
Charge for the year	2,500	3,206	5,706
At 30 June 2025	<u>£7,500</u>	<u>£16,102</u>	<u>£23,602</u>

Net Book Value at 30 June 2025	<u>£2,500</u>	<u>£5,576</u>	<u>£8,076</u>
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Net Book Value at 30 June 2024	<u>£5,000</u>	<u>£4,641</u>	<u>£9,641</u>
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10 Debtors: amounts falling due within one year

	2025	2024
	£	£
Prepayments	<u>£900</u>	<u>£1,181</u>

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Notes to the financial statements

11 Creditors: amounts falling due within one year

	2025	2024
	£	£
Accruals	<u>£978</u>	<u>£966</u>

12 Funds

12 a Current year 2025

	At 1 July 2024 Incoming		Outgoing	At 30 June 2025
	£	£	£	£
Unrestricted funds				
General	<u>£157,714</u>	<u>£69,844</u>	<u>£89,224</u>	<u>£138,334</u>
Restricted funds				
Trussell Trust	21,364	45,648	32,611	34,401
Trussell Trust	-	-	-	-
North Yorkshire Council	-	-	-	-
The Liz and Terry Bramall Foundation	1,460	-	411	1,049
Total restricted funds	<u>£22,824</u>	<u>£45,648</u>	<u>£33,022</u>	<u>£35,450</u>
Total Funds 2025	<u>£180,538</u>	<u>£115,492</u>	<u>£122,246</u>	<u>£173,784</u>

12 b Comparative year 2024

	At 1 July 2023 Incoming		Outgoing	At 30 June 2024
	£	£	£	£
Unrestricted funds				
General Funds	<u>158,656</u>	<u>104,146</u>	<u>105,088</u>	<u>157,714</u>
Restricted funds				
Trussell Trust	10,529	50,725	39,890	21,364
Trussell Trust	-	-	-	-
North Yorkshire Council	554	-	554	-
The Liz and Terry Bramall Foundation	1,460	-	-	1,460
	<u>12,543</u>	<u>50,725</u>	<u>40,444</u>	<u>22,824</u>
Total Funds 2024	<u>£171,199</u>	<u>£154,871</u>	<u>£145,532</u>	<u>£180,538</u>

13. Related party items

Andrew Cussons is married to the Foodbank manager Dawn Cussons but does not take part in any discussions relating to remuneration paid or benefits accrued to her.