

MALMESBURY AND DISTRICT FOODBANK

England & Wales · Charity number 1157896

Details

Other names MAD FOOD BANK.

Status Registered

Legal form Trust

Registered 2014-07-17

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

Contact

Address Malmesbury Town Hall
Cross Hayes
Malmesbury
Wiltshire
SN16 9BZ

Phone 01666 826982

Email info@malmesburydistrict.foodbank.org.uk

Website www.malmesburydistrict.foodbank.org.uk

Activities

Objects: THE OBJECTS ARE:-THE PREVENTION OR RELIEF OF POVERTY IN MALMESBURY AND THE SURROUNDING AREA, IN PARTICULAR BUT NOT EXCLUSIVELY BY PROVIDING EMERGENCY FOOD SUPPLIES TO INDIVIDUALS IN NEED AND / OR CHARITIES OR OTHER ORGANISATIONS WORKING TO PREVENT OR RELIEVE POVERTY.MALMESBURY AND DISTRICT FOODBANK WILL OPERATE UNDER THE AUSPICES OF AND IN ACCORDANCE WITH THE REGULATIONS OF THE FOODBANK NETWORK, PART OF THE TRUSSELL TRUST.(NOTHING IN THIS DEED SHALL AUTHORISE AN APPLICATION OF THE PROPERTY OF THE CHARITY FOR PURPOSES WHICH ARE NOT CHARITABLE IN ACCORDANCE WITH SECTION 7 OF THE CHARITIES AND TRUSTEE INVESTMENT (SCOTLAND) ACT 2005 AND / OR SECTION 2 OF THE CHARITIES ACT (NORTHERN IRELAND)2008.)

Activities: The prevention or relief of poverty in Malmesbury and the surrounding area in particular but not exclusively by providing emergency food supplies to individuals in need and/or charities or other organisations working to prevent or relieve poverty. Malmesbury & District Foodbank operates under the auspices of and in accordance with the regulations of the Foodbank Network, part of the Trussell Trust

Classification

- **How:** Provides Human Resources, Provides Services, Provides Advocacy/advice/information
- **What:** Education/training, The Advancement Of Health Or Saving Of Lives, The Prevention Or Relief Of Poverty, Religious Activities
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

- Gloucestershire
- Swindon
- Wiltshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£129,255	£111,926	-	-
2024-03-31	£149,236	£89,561	-	-
2023-03-31	£98,536	£65,316	-	-
2022-03-31	£31,587	£24,548	-	-
2021-03-31	£60,796	£18,120	-	-

Trustees

Name	Role	Appointed
Frances Mancktelow	Chair	2026-06-08
Dr RICHARD GRAY		2026-06-08
Florence Yu		2026-05-20
Mark Collar		2026-02-03
Pauline Loder		2026-06-08
Roger Michael Martins		2026-06-08
Tina Mary Oakley		2026-06-08

MALMESBURY AND DISTRICT FOODBANK

England & Wales - Charity number 1157896

Accounts

Malmesbury and District Foodbank
Trustees' Annual Report and Financial Statements
for the Period 01 April 2024 to 31 March 2025

Administrative Details

Registered Charity Name Malmesbury and District Foodbank
Charity Registration Number 1157896
Date of Formation 01 April 2014
Date of Opening 08 September 2014
Principal Office Malmesbury Town Hall, Cross Hayes, Malmesbury, SN16 9BZ
Tel: 01666 826982
Email: info@malmesburydistrict.foodbank.org.uk
Website: www.malmesburydistrict.foodbank.org.uk

Bankers Barclays Bank, 66 Market Place, Chippenham, Wiltshire, SN15 3JA;
Account No: 93xxx450; Sort code: 20-84-58
Nat West Bank, 30 High Street, Chippenham, SN15 3HB
Account No: 31xxx610; Sort Code 52-21-30.

Trustees -- The Trustees who served the Charity during the year were:

Trustee	Role	Date of Appointment (or * reappointment)
Simon Buckingham	Chairperson	10 June 2024
Richard Gray	Operations	14 November 2022 *
Frances Mancktelow	Community Relations	11 October 2021
Pauline Loder	Finance	01 April 2023
Tina Oakley	<u>HR/Deputy Safeguarding</u>	01 April 2023
Roger Martins	Safeguarding	12 September 2022

Independent Accounts Examiner: Deborah Morton, Monahans Accountants, Malmesbury.

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Structure, Governance, Management.

The Malmesbury and District Foodbank (The Foodbank) is an independent, unincorporated association, administered in accordance with its constitution; is a member of the Trussell group of foodbanks and is governed by a Board of Trustees. The Foodbank employs a Project Manager (PM) to oversee the practical operation and the day-to-day running of the Foodbank. The PM is supported by Centreassistant- Mmanagers at the distribution centres in Malmesbury and Cricklade. Non-perishable food and domestic items are stored in a local warehouse. The warehouse is overseen by two Warehouse Managersa-warehouse-manager. Food is distributed by a team of volunteer personnel from the local area. All personnel (excluding the PM) are volunteers. There were 116 volunteers at the end of March 2025. The volunteers do not receive any remuneration. The Foodbank's food and household items come from donations by the public via permanent collection points at churches and local supermarkets. The urgent items required are consistently updated via the "Bank the Food App," as well as A-Boards outside the supermarkets. The food storage and distribution logistic activity has been enhanced by the Foodbank's purchase of a van in June 2023. The Foodbank accepts financial donations online, via Facebook, Pay Pal, CAF and various local events and received £ 12,577.50 gift aid support during the year. Clients are generally referred to the Foodbank by different agencies, including local charities, GPs, churches, and schools. These agencies assess clients' immediate financial and health situation. The Foodbank is not qualified to give specialist advice regarding organisations that may be able to help clients further, so clients may be referred to our Citizens Advice (Wiltshire) (CAW) partner. The CAW partner attends each of the Foodbank client sessions and offers a one-to-one meeting with clients, to assess their needs in detail, and signpost them to the relevant organisations who can help regarding the financial and social support to which they are entitled, for both the short and the longer term. CAW support started in March 2023, 4 days per week which is currently funded by Trussell. In April 2025, this support was increased to 5 days a week using additional funds from a Household Support Fund grant. The success of the CAW programme is reflected in the statistics which show that the in the calendar year 2024 CAW dealt with 693 cases. Of these, approximately 71% were for debt and unclaimed benefits. Around £263k of debt has been successfully managed and £399k of benefits have been successfully claimed.

Core Business, Personnel, and Other Items During the Year April 2024 – March 2025

Core Business

The key objective for the reporting period was to continue the core business of the Foodbank – the distribution of food to those clients experiencing food poverty and the elimination of food poverty in general. Despite some bumps in the road the Foodbank continued to achieve this objective throughout the period. Over the Christmas and New Year period 2024/25 one of the principal distribution centres (Malmesbury Town Hall) was unavailable to the Foodbank because of refurbishment work. Despite this, an alternative and temporary distribution centre was found and this,

coupled with the outstanding efforts of the PM and volunteers, meant that the Foodbank continued to provide the service to clients over this difficult time. Following the completion of the renovation work, the Foodbank moved back to the Malmesbury Town Hall.

Personnel Changes

During the early part of the reporting period, the incumbent Chairman of the Board of Trustees resigned. The remaining Trustees were required to find a replacement and a new Chair was duly elected at a Special Meeting of Trustees on 10 June 2024, albeit that it was agreed to be on a temporary basis pending the recruitment of a permanent replacement.

Malmesbury and District Foodbank Strategy 2024-26

Following the election of the new Chair, The Trustees felt that, as a Board there was a need to refocus attention on the Foodbank Strategy for the next few years. As a result of that work the Board of Trustees approved the Malmesbury and District Foodbank Strategy 2024-26 which captured the Primary Aims of the Foodbank and the Secondary Aims which were focussed on supporting the Primary Aims. Progress on the achievement of the Secondary Aims will be assessed by the Board of Trustees on a regular basis. The work started during the reporting period and is ongoing.

Reduction in Number of Clients

There has been a reduction in the number of people needing Foodbank support which broadly reflects trends seen by other Trussell Foodbanks in the southwest. There are more new clients, although few of them become long term regulars. The Foodbank fed 2429 heads during the year, which is a 30% decrease compared with the previous year. This reduction can largely be attributed to the success of the CAW support. It should be noted that 36% of this total was children.

Increase in Warehouse Capacity

The Foodbank has increased its warehouse capacity with the purchase and fit out of a second container and increased stock from 1.1 tonnes to 2.7 tonnes. This has increased the Foodbank's resilience to help through busy periods and/or when food donations fall.

Partnership With Other Organisations

The Foodbank has developed a strong partnership with Heals of Malmesbury which, in conjunction with CAW, has enabled provision of greater holistic support to clients, so they can become self-supporting and not need to visit the foodbank at all or less frequently.

Supermarket Vouchers

The Foodbank supplements parcels of long-life foods with supermarket vouchers (funded by a grant from the Household Support Fund). This gives clients access to fresh food and greater empowerment over food choices.

Fuel Bank Vouchers

The Foodbank continues to work with the Fuel Bank Foundation to issue fuel vouchers. It also obtained a grant from the Rausing Trust which enabled one-off payments to pensioner clients in lieu of the loss of the winter fuel payment.

Foodbank Support from Dyson Ltd

Dyson Ltd (based in Malmesbury) continues to be a strong community partner for the Foodbank. The Foodbank values the relationship with Dyson Ltd both as a large locally based firm, but also as a strategic partner.

During 2024, The James Dyson Trust supported The Foodbank Summer Food Project with a donation of £10,000. This enabled the Foodbank to supply food vouchers, during the school long summer holiday period, to those children who normally receive free school meals. The total number of children fed in summer 2024 was 213, up approximately 16% from the previous year when 184 children were fed.

Safeguarding and Security Issues

There was one reported incident in 2024-25.

Financial Review

The funds held by The Foodbank are consistently more than £ 85,000, (the maximum amount protected by the FSCS). A second bank account was opened early in 2024 to spread the financial risk. This enabled more robust, strategic financial planning with regard to the investment of funds. Funds to cover a 6 month period are held in a current account. The balance is invested in different timebound investment accounts to maximise interest that can be earned.

Total Interest earned during the period 01 April 2024 – 31 March 2025 was @ £ 1,673.00.

Summary of Annual Accounts ended 31st March 2025			
	2024 - 2025	2023 - 2024	%age Increase v PY
Total Income	£129,255.02	£149,236.83	-13%
Total Expenditure	£111,926.02	£ 89,561.70	25%
Excess Income over Expenditure	£ 17,329.00	£ 59,675.13	-71%

Restricted Funds Analysis	
	2024 - 2025
Balance CF from PY	£ 57,637.60
Total Income	£ 86,696.53
Total Expenditure	£ 83,343.01
Transfers out	£ -
Balance at 31.03.25	£ 60,991.12

Fixed Assets		
	31.03.2025	31.03.2024
Net Book Values After depreciation	£ 23,373.45	£ 17,104.00

Bank Balance			
	31.03.2025	31.03.2024	%age Increase v PY
Unrestricted	£ 85,693.22	£ 77,987.19	10%
Restricted	£ 60,991.12	£ 57,637.60	6%
Total	£146,684.34	£135,624.79	8%

Reserves			
	31.03.2025	31.03.2024	%age Increase v PY
Total	£170,057.79	£152,728.79	11%

Reserves Policy

The short term reserves portion is based on anticipated cash flow needs.

The long term reserves portion is based on anticipated future cash flow needs.

Income from the long term reserves will be used to fund the Foodbank activities.

The Trustees aim to keep at least 50% of the long term reserves in investments that can be realised within 3 months.

Simon Buckingham (Chair of the Trustees)

INCOME AND EXPENDITURE

Income and expenditure for the year ended 31 March 2025

	£	£	£	£	£	£
	Unrestricted	Restricted	Total	Total	Total	Total
Income	Income	Income	donations	income	donations	income
			2024-2025	2024-2025	2023-2024	2023-2024
General donations						
Supermarket Community Funds	20.00		20.00		66.67	
Collections at special events	3,120.72		3,120.72		2,270.58	
Grants	3,079.95	72,748.93	75,828.88		104,051.08	
Donations from organisations	7,808.53	10,952.60	18,761.13		9,320.85	
Donations via websites	8,037.57	50.00	8,087.57		7,942.68	
Donations by standing order	10,295.00	420.00	10,715.00		9,920.00	
Donations from individuals	5,371.00	2,050.00	7,421.00		11,937.00	
Bank interest received	1,673.97		1,673.97			
Miscellaneous income	1,080.00		1,080.00		0.00	
Totals	40,486.74	86,221.53	126,708.27		145,508.86	
Total donations				126,708.27		145,508.86
Gift Aid received from previous year's donations	2,071.75	475.00		2,546.75		3,727.97
Total Income	£42,558.49	£86,696.53		£129,255.02		£149,236.83
<i>(of which £10,062 was gift-aided during 2024-2025)</i>						

Expenditure	Unrestricted expenditure	Restricted expenditure	Total expenditure	Total expenditure
			2024-2025	2023-2024
Equipment & Repairs	6,213.12	2,465.30	8,678.42	1,997.87
Van running costs, including servicing, breakdown cover	896.59		896.59	1,855.79
Project Manager salary costs		14,861.08	14,861.08	9,147.82
Trussell Trust annual franchise fee	0.00		0.00	360.00
Insurance premium	1,651.41		1,651.41	1,677.70
ICO registration fee	47.00		47.00	35.00
First aid, safeguarding and strategy training	750.00		750.00	418.00
Groundwork for 2nd warehouse at Firs Farm	1,185.00		1,185.00	
Ground rental, hire and cleaning of rooms	6,165.00	1,050.00	7,215.00	6,873.00
Stationery and cleaning materials	125.22		125.22	420.23
Refreshments at training and AGM	0.00		0.00	59.70
Publicity & Fund-raising costs	136.84		136.84	52.00
Telephone, Internet access and Utility fees	3,638.92		3,638.92	1,710.05
Travel expenses	42.90		42.90	249.94
Financial inclusion client support via Citizens Advice Wiltshire		28,323.25	28,323.25	25,200.00
Fresh food cards and parcels	3,432.00	8,630.00	12,062.00	17,480.00
Food top-up purchases for clients	174.22	1,032.60	1,206.82	5,040.57
Christmas hamper purchases		2,514.00	2,514.00	1,920.00
Summer food project purchases		12,310.78	12,310.78	7,360.00
Winter fuel payments		2,400.00	2,400.00	
Contribution to the Fuel Bank Foundation		9,676.00	9,676.00	4,324.00
Contribution towards clients' heating oil, phone, travel	30.00	60.00	90.00	10.00
Sundry expenses	229.49	20.00	249.49	518.03
Depreciation on Warehouse cabin	3,865.30		3,865.30	2,852.00
Total expenditure	£28,583.01	£83,343.01	£111,926.02	89,561.70
Excess of income over expenditure for the year before transfers				
Unrestricted funds/ Restricted funds	13,975.48	3,353.52	17,329.00	59,675.13
Transfers between funds				
Transfers in			0.00	9855.83
Transfers out			0.00	-9855.83
Excess of income over expenditure for the year	13,975.48	3,353.52	£17,329.00	£59,675.13

Analysis of restricted funds

Fund	Source	Balance b/f at 01.04.24	Restricted income	Restricted expenditure	Transfers	Year Activity	Balance c/f at 31.03.25
Cricklade & Purton	Cricklade Utd Charity & others	2,642.74	5,070.00	1,139.59		3,930.41	6,573.15
Food for clients	Household Support Fund (WCC) & others	909.43	14,192.60	9,642.60		4,550.00	5,459.43
Fuel Support	Household Support Fund, Community Fun	9,696.00		9,696.00		-9,696.00	0.00
Winter fuel payments	The Julia Rausing Trust		4,200.00	2,400.00		1,800.00	1,800.00
Additional Warehouse	Trussell (received April 2025)			2,455.71		-2,455.71	-2,455.71
Christmas Hampers	Julia & Hans Rausing Trust, Carnival 2024	80.00	2,500.00	2,514.00		-14.00	66.00
Summer Food Project	Dyson Foundation	5,814.32	20,000.00	12,310.78		7,689.22	13,503.54
Project Manager	Trussell	7,433.11	16,580.93	14,861.08		1,719.85	9,152.96
Financial Inclusion	Trussell, Wiltshire Council, Carnival 2023	31,062.00	24,153.00	28,323.25		-4,170.25	26,891.75
Totals		57,637.60	86,696.53	83,343.01	0.00	3,353.52	60,991.12

Notes

Note A See Analysis of Restricted Income for further details.

Note B Gift Aid on donations made in 2023-2024 was received during 2024-2025. Gift Aid on donations made in 2024-2025 will be claimed during 2025-2026. Gift aid on restricted donations from 2022-23 is allocated to the restricted fund to which it relates.

Note C Grantor has agreed remaining grant can be used in winter 25/26

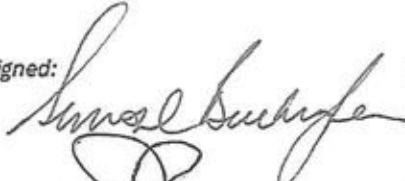


Note D Trussell has pledged £6,093 grant, received April 2025. Monies spent on this basis

BALANCE SHEET

Balance sheet for year ended 31 March 2025

	31.03.25		31.03.24
Net Book values after depreciation	£	Net Book values after depreciation	£
Fixed asset: Warehouse cabin	7,326.00	Fixed asset: Warehouse cabin	8,547.00
Fixed asset: 2nd Warehouse cabin	7,700.40		
Fixed asset: Warehouse pod	3,254.20	Fixed asset: Warehouse pod	3,661.00
Fixed asset: Van	3,672.00	Fixed asset: Van	4,896.00
Fixed asset: Defibrillator	1,420.85		
	<u>23,373.45</u>		<u>17,104.00</u>
Bank and cash balance at 31 March 2025		Bank balance at 31 March 2024	
Unrestricted	85,693.22	Unrestricted	77,987.19
Restricted	60,991.12	Restricted	57,637.60
	<u>146,684.34</u>		<u>135,624.79</u>
	<u>£170,057.79</u>	Total reserves	<u>£152,728.79</u>
Unrestricted fund at 31 March 2024	95,091.19	Unrestricted fund at 31 March 2023	64,822.51
Surplus unrestricted fund for 2024-25	13,975.48	Surplus unrestricted fund for 2023-24	30,268.68
Restricted funds at 31 March 2025	60,991.12	Restricted funds at 31 March 2024	57,637.60
	<u>£170,057.79</u>		<u>£152,728.79</u>

The above Accounts have been approved by:

Chairman	Signed: 	Simon Buckingham	Date: 9.6.25
Trustee	Signed: 	Pauline Loder	Date: 17.6.25.
Treasurer	Signed: 	Jane Sunderland	Date: 21/8/25

EXTERNAL EXAMINER'S REPORT TO THE TRUSTEES

BASIS OF THE INDEPENDENT EXAMINER'S REPORT

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by Malmesbury and District Foodbank and a comparison of the accounts with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

INDEPENDENT EXAMINER'S STATEMENT

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that, in any material respect, the requirements to keep accounting records in accordance with section 130 of the 2011 Act, and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act, have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Independent examiner: signed  Deborah Morton FCA Date: 21/8/25

MALMESBURY AND DISTRICT FOODBANK

England & Wales - Charity number 1157896

Accounts

Malmesbury and District Foodbank

Trustees' Annual Report and Financial Statements for the year ended 31 March 2024

Administrative details

Registered charity name	Malmesbury and District Foodbank
Charity registration no	1157896
Date of formation	1 April 2014;
Date of Opening:	8 September 2014
Principal Office	Malmesbury Town Hall, Cross Hayes, Malmesbury, SN16 9BZ Tel: 01666 826982 Email: info@malmesburydistrict.foodbank.org.uk Website: www.malmesburydistrict.foodbank.org.uk
Bankers	Barclays Bank, 66 Market Place, Chippenham, Wiltshire, SN15 3JA; Account No: 93877450; Sort code: 20-84-58 Nat West Bank, 30 High Street, Chippenham, SN15 3HB Account No: 31800610; Sort Code 52-21-30. Active from 19.03.2024

Trustees - The trustees who served the Charity during the year were:

Trustee	Role	Date of appointment (or *reappointment)
Raymond Sanderson	Chairman	8 February 2021*
Richard Gray	Secretary	14 November 2022 *
Frances Mancktelow	Community Relations	11 October 2021
Heather Chivers	Clients & Referees	11 October 2021. Resigned 24.02.24
Pauline Loder	Finance	1 st April 2023
Tina Oakley	HR	1 st April 2023
Roger Martins	Safeguarding	12 th September 2022

Independent Accounts examiner: Deborah Morton, McGills Accountants, Malmesbury

Structure, Governance and Management

Malmesbury and District Foodbank (the Foodbank) is an independent unincorporated association, administered in accordance with its constitution and is a member of the Trussell Trust group of foodbanks. The Foodbank is governed by a board of trustees as above. A salaried Project Manager oversees the practical operation and the day-to-day running of the Foodbank, and is supported by assistant Managers at the distribution centres in Malmesbury and Cricklade. Non-perishable food and domestic items are stored at a warehouse in Little Somerford, overseen by a Warehouse Manager. All personnel (excluding the PM) are volunteers. There were 107 at the end of March 2024, who receive no remuneration.

Our Mission, Vision & Values

Mission

We put the client at the centre of everything we do to ensure they are supported and helped to alleviate hunger and to receive help to lift them out of poverty.

Vision

To provide a welcoming safe space where those that need can receive crisis food support and longer-term help until our support is no longer needed.

Values

Compassion - We understand that when your life is in crisis, it's hard to ask for help, so we offer compassion, empathy and kindness to support individuals and their families, through their challenge.

Community - We put people at the heart of everything we do. We work as a team, with our volunteers, donors, partners and clients to create a better world where we can all feel secure, respected and valued.

Dignity - We value individuality and respect individual needs and circumstances. We offer non-judgemental support and understanding to all who need it.

Enduring - We believe in doing the right thing and making our community a better place. We will be ready to support you whenever you need.

Objectives and activities during the Year April 2023 – March 2024

Clients are generally referred to us by different Agencies, including but not limited to local charities, GPs, Churches and schools. These agencies are assessing predominantly their immediate financial and health situation. As we are not qualified to give specialist advice regarding organisations that may be able to help them, we refer them to our CAW partner. She attends each of our client sessions, and offers one to one meetings with our clients, to assess their needs in detail, and then signposting them to the relevant organisation who can help with regard to the financial and social support they are entitled to for both the short and the longer term. This started in March 2023 and is currently funded by the Trussell Trust.

The success of this programme is reflected in the reduction from 5 in mid-2023 to Zero clients in March 2024 with over 20 vouchers in 6 months, and from 24 to only 10 clients with more than 10 vouchers in 6 months.

Our food and household items come from donations by the public via permanent collection points at churches and local Supermarkets including, Co-op, Aldi, Lonsdale and Waitrose. The urgent items required are consistently updated via the Bank The Food App, as well as A Boards outside of the

Due to the funds held consistently exceeding £85,000 (the maximum amount provided by the FSCS), a second bank account was opened early in 2024 to spread the financial risk. This enabled more Supermarkets. The food storage and distribution logistics has been greatly enhanced since the purchase of a van in June 2023.

We accept financial donations on line, via Facebook, Pay Pal, CAF and various local events.

We have received £ 14,000 gift aid support during the year.

During the year we have seen an increase in the number of people needing our support. **3601 Food Vouchers** were distributed during the year, which is a **22% increase** compared to the previous year. **36%** of this total was children. There was a **17%** increase over the PY in the number of "heads being fed" also.

We consistently ran with between 0.7 – 1.7 tonnes of food. Our ideal stock level is 1.5 – 2 tons so the months where we were below the minimum level we purchased additional food in order to keep the supply constant.

We successfully secured a £14,000 grant from the Wiltshire Community Fund for the supply of Fuel Vouchers to help clients with their heating during the Winter Months. The values of these changed depending on the calendar month, and we supplied an average of 29 per month.

Dyson continued to be a strong community partner for the Foodbank. During 2023, they supported the Summer Food Project again. We received £7000 from the James Dyson Foundation and a later further £5000 to support other initiatives. In October they collected a total of 191 kg food donations at their offices.

For 2024, Dyson committed £10,000 from the James Dyson Trust and a further £7,000 in funds to help with food donations to the community in need. We are committed to helping the Dyson charity team raise awareness of their partnership with the Thomas Franks organisation in delivering fresh food to the local wider community. Dyson also wish to educate their graduate entrants in the needs of the local area, and we are looking forward to partnering a scheme to help develop their graduate programme during the year.

Financial review

Due to the funds held consistently exceeding £ 85,000, (the maximum amount protected by the FSCS), a second bank account was opened early in 2024 to spread the financial risk. This enabled more robust, strategic financial planning with regard to the investment of funds. Funds to cover a 6 month period are held in a current account, with the balance being invested in different timebound investment accounts to maximise interest that can be earned.

Summary of Annual Accounts ended 31st March 2024			
	2023 - 2024	2022 - 2023	%age Increase v PY
Total Income	£149,236.83	£98,536.40	51%
Total Expenditure	£ 89,561.70	£65,315.82	37%
Excess Income over Expenditure	£ 59,675.13	£33,220.58	80%

Restricted Funds Analysis	
	2023 - 2024
Balance CF from PY	£ 28,231.15
Total Income	£106,789.43
Total Expenditure	£ 67,527.15
Transfers out	£ 9,855.83
Balance at 31.03.24	£ 57,637.60

Fixed Assets		
	31.03.2024	31.03.2023
Net Book Values After depreciation	£ 17,104.00	£13,836.00

Reserves			
	31.03.2024	31.03.2023	%age Increase v PY
Total	£152,728.79	£93,053.66	64%

Reserves Policy

The Short term reserves portion is based on anticipated cash flow needs.

The long term reserves portion is based on anticipated future cash flow needs

Income from the long-term reserves will be used to fund the Foodbank's activities.

The Trustees aim to keep at least 50% of the long-term reserves in investments that can be realized within three months.

Ryszard Sanderson (Chair of the Trustees)

Plans for the future

Following a recent Trustee Strategy Meeting, it was agreed that the next 2-3 year Strategy would consist of the below 4 focus areas:

1 Services

To include but not limited to

- Gaining client feedback regarding their preferred choice of food items rather than continually using the Trussell Trust list.
- Strengthening and expanding the relationship with local charity Heals to provide a more robust symbiotic relationship
- Reconnecting with Referrers
- Mirroring the Trussell Trust 2-3 year Strategy
- Expanding our Geographical reach
- Embracing Diversification
- Extending Communication Channels

2 Outreach & Engagement

To include but not limited to

- Fundraising
- Stakeholder Engagement including
- Referrers
- Clients
- Donors
- Partners
- Corporate Relationships

3 People

To include but not limited to

- Succession Planning with both Volunteers & Trustees
- Feedback sessions with both Volunteers & Trustees
- Filling the Trustee Board Gaps

4 Governance

To include but not limited to

- Constitution & Trustee Responsibilities being clearly defined
- Risk Analysis of the whole business
- Business Continuity
- Trustee Induction Process

Safeguarding and Security Issues

There were no reported incidents in 2023-24.

Raymond Sanderson (Chair of the Trustees)

Plans for the future

Following a recent Trustee Strategy Meeting, it was agreed that the next 2-3 year Strategy would consist of the below 4 focus areas:

1 Services

To include but not limited to

- Gaining client feedback regarding their preferred choice of food items rather than continually using the Trussell Trust list.
- Strengthening and expanding the relationship with local charity Heals to provide a more robust symbiotic relationship
- Reconnecting with Referrers
- Mirroring the Trussell Trust 2-3 year Strategy
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- Succession Planning with both Volunteers & Trustees
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- Filling the Trustee Board Gaps

4 Governance

To include but not limited to

- Constitution & Trustee Responsibilities being clearly defined
- Risk Analysis of the whole business
- Business Continuity
- Trustee Induction Process

INCOME AND EXPENDITURE	£	£		£	£	£	£
	Unrestricted	Restricted		Total	Total	Total	Total
Income	income	income		donations	income	donations	income
				2023-2024	2032-2024	2022-2023	2022-2023
General donations							
Supermarket Community Funds	66.67			66.67		330.86	
Collections at special events	2,270.58			2,270.58		3,222.19	
Grants	4,659.15	99,391.93	A	104,051.08		45,821.15	
Donations from organisations	4,270.85	5,050.00	A	9,320.85		9,706.70	
Donations via websites	7,942.68			7,942.68		15,465.11	
Donations by standing order	9,570.00	350.00		9,920.00		7,715.00	
Donations from individuals	10,367.00	1,570.00		11,937.00		14,066.28	
Miscellaneous income				0.00		91.13	
Totals	39,146.93	106,361.93		145,508.86			
Total donations					145,508.86		96,418.42
Gift Aid received from previous year's donations	3,300.47	427.50	B		3,727.97		2,117.98
Total Income	£42,447.40	£106,789.43			£149,236.83		98,536.40
<i>(of which £14,082 was gift-aided during 2023-2024)</i>							
Expenditure	Unrestricted	Restricted		Total		Total	
	expenditure	expenditure		expenditure		expenditure	
				2023-2024		2022-2023	
Equipment & Repairs	1,263.11	734.76		1,997.87		2,229.10	
Van running costs, including servicing, breakdown cover	1,855.79						
Project Manager salary costs		9,147.82					
Trussell Trust annual franchise fee	360.00			360.00		360.00	
Insurance premium	1,677.70			1,677.70		1,027.61	
ICO registration fee	35.00			35.00		35.00	
First aid, safeguarding and strategy training	418.00			418.00		0.00	
Planning application for warehouse at Firs Farm				0.00		266.20	
Ground rental, hire and cleaning of rooms	6,873.00			6,873.00		5,625.25	
Stationery and cleaning materials	420.23			420.23		601.14	
Refreshments at training and AGM	59.70			59.70		150.00	
Publicity & Fund-raising costs	52.00			52.00		0.00	
Telephone, internet access and Utility fees	1,710.05			1,710.05		1,992.40	
Computer software subscriptions and support				0.00		79.99	
Travel expenses	249.94			249.94		37.10	
Financial inclusion client support via Citizens Advice Wiltshire		25,200.00					
Fresh food cards and parcels	3,680.00	13,800.00		17,480.00		35,101.50	
Food top-up purchases for clients		5,040.57		5,040.57		463.48	
Christmas hamper top-up purchases		1,920.00		1,920.00		1,825.51	
Summer food project top-up purchases		7,360.00		7,360.00		8,825.68	
Contribution to the Fuel Bank Foundation		4,324.00	C	4,324.00		4,000.00	
Contribution towards clients' heating oil, phone	10.00			10.00		400.00	
Sundry expenses	518.03		D	518.03		1,074.86	
Depreciation	2,852.00			2,852.00		1,221.00	
Total expenditure	£22,034.55	£67,527.15		£89,561.70		65,315.82	
Excess of income over expenditure for the year before transfers					59,675.13		
Unrestricted funds/ Restricted funds	20,412.85	39,262.28					
Transfers between funds							
Transfers in	9,855.83			9,855.83			
Transfers out		-9,855.83		-9,855.83			
Excess of income over expenditure for the year	30,268.68	29,406.45			£59,675.13		33,220.58

Analysis of restricted funds

Fund	Source	Balance b/f at 01.04.23	Restricted income	Restricted expenditure	Transfers	Year Activity	Balance c/f at 31.03.24
Cricklade & Purton	Cricklade Utd Charity & others	0.00	9,127.50	6,484.76		2,642.74	2,642.74
Food for clients	Household Support Fund (WCC) & others	0.00	14,000.00	13,090.57		909.43	909.43
Additional warehouse	Trussell Trust	5,000.00	0.00	0.00	-5,000.00	-5,000.00	0.00
Fuel Support	Household Support Fund, Community Func	0.00	14,020.00	4,324.00		9,696.00	9,696.00
Christmas hampers	Julia & Hans Rausing Trust	0.00	2,000.00	1,920.00		80.00	80.00
Summer Food Projec	Dyson Foundation	0.00	17,000.00	7,360.00	-3,825.68	5,814.32	5,814.32
Project Manager	Trussell Trust	0.00	16,580.93	9,147.82		7,433.11	7,433.11
Financial Inclusion	Trussell Trust & others	23,231.15	34,061.00	25,200.00	-1,030.15	7,830.85	31,062.00
Totals		28,231.15	106,789.43	67,527.15	-9,855.83	29,406.45	57,637.60

Notes

Note A See Analysis of Restricted Income for further details.

Note B Gift Aid on donations made in 2022-2023 was received during 2023-2024. Gift Aid on donations made in 2023-2024 will be claimed during 2024-2025.

Gift aid on restricted donations from 2022-23 is allocated to the restricted fund to which it relates.

Note C Grants received were to make contributions to the Fuel Bank Foundation from which financial support was provided to clients to assist with their heating bills.

All but £898 of this balance was spent in April 2024.

Note D Largest sundry expense items were for servicing the fire extinguishers £124.16, providing petty cash for clients parking £100.

Note E Trussell Trust has agreed that as this grant can be treated as unrestricted

Note F Summer Food grants received after the project expenses are incurred are re-allocated to match within unrestricted funds.

Note G Unrestricted part of Year 1 grant not spent at year end are transferred to unrestricted funds.

BALANCE SHEET

Balance sheet for year ended 31 March 2024

	31.03.24		31.03.23
Net Book values after depreciation	£	Net Book values after depreciation	£
Fixed asset: Warehouse cabin	8,547.00	Fixed asset: Warehouse cabin	9,768.00
Fixed asset: Warehouse pod	3,661.00	Fixed asset: Warehouse pod	4,068.00
Fixed asset: Van	4,896.00	Fixed asset: Van	0.00
	17,104.00		13836.00
Bank balance at 31 March 2024		Bank balance at 31 March 2023	
Unrestricted	77,987.19	Unrestricted	50,986.51
Restricted	57,637.60	Restricted	28,231.15
	135,624.79		79,217.66
	£152,728.79	Total reserves	£93,053.66

THE ABOVE ACCOUNTS HAVE BEEN APPROVED BY:

Chairman:	signed 	Raymond Sanderson	Date: 9th September 24
Trustee:	signed 	Pauline Loder	Date: 9.9.24
Treasurer:	signed 	Jane Sunderland	Date: 1/10/24

EXTERNAL EXAMINER'S REPORT TO THE TRUSTEES

BASIS OF THE INDEPENDENT EXAMINER'S REPORT

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by Malmesbury and District Foodbank and a comparison of the accounts with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

INDEPENDENT EXAMINER'S STATEMENT

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that, in any material respect, the requirements to keep accounting records in accordance with section 130 of the 2011 Act, and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act, have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Independent examiner: signed  Deborah Morton FCA Date: 01.10.2024

MALMESBURY AND DISTRICT FOODBANK

England & Wales - Charity number 1157896

Accounts

Malmesbury and District Foodbank

Trustees' Annual Report and Financial Statements for the year ended 31 March 2023

Administrative details

Registered charity name	Malmesbury and District Foodbank
Charity registration no	1157896
Date of formation	1 April 2014; Date of opening: 8 September 2014
Principal Office	Malmesbury Town Hall, Cross Hayes, Malmesbury, SN16 9BZ Tel: 01666 826982 Email: info@malmesburydistrict.foodbank.org.uk Website: www.malmesburydistrict.foodbank.org.uk
Bankers	Barclays Bank, 66 Market Place, Chippenham, Wiltshire, SN15 3JA; Account no: 93877450; Sort code: 20-84-58

Trustees The trustees who served the Charity during the year were:

<i>Trustee</i>	<i>Role</i>	<i>Date of appointment (or * reappointment)</i>
Raymond Sanderson	chairman	8 February 2021 *
Richard Gray	temp secretary	14 November 2022 *
Michael Langtree	treasurer	11 November 2019 resigned 14 November 2022
Stella Krajewski		11 January 2021
Nicola Ann Templeman		11 October 2021 resigned 12 December 2022
Frances Mancktelow		11 October 2021
Heather Chivers		11 October 2021
Roger Michael Martins		12 September 2022

Independent examiner: Mr Christopher Sullivan FCA

Structure, governance and management

Malmesbury and District Foodbank (the Foodbank) is an independent unincorporated association, administered in accordance with its constitution and is a member of the Trussell Trust group of foodbanks. The Foodbank is governed by a board of trustees. A project manager oversees the practical operation and day-to-day running of the Foodbank and is supported by assistant managers for distribution centres at Malmesbury and Cricklade. Non-perishable food and domestic items are stored at a warehouse in Little Somerford, overseen by a warehouse manager. All personnel are volunteers (of which there are 83 by the end of March 2023) who receive no remuneration.

Our Mission, Vision & Values

Our Mission

We put the client at the centre of everything we do to ensure they are supported and helped to alleviate hunger and to receive help to lift them out of poverty.

Our Vision

To provide a welcoming safe space where those that need can receive crisis food support and longer-term help until our support is no longer needed.

Our Values

Compassion

We understand that when your life is in crisis, it's hard to ask for help, so we offer compassion, empathy and kindness to support individuals and their families, through their challenge.

Community

We put people at the heart of everything we do. We work as a team, with our volunteers, donors, partners and clients to create a better world where we can all feel secure, respected and valued.

Dignity

We value individuality and respect individual needs and circumstances. We offer non-judgemental support and understanding to all who need it.

Enduring

We believe in doing the right thing and making our community a better place. We will be ready to support you whenever you need.

Objectives and activities during the year

Clients are generally referred to us by agencies (such as GPs, churches and schools) who are addressing their issues, be it financial, health or something more complex. We are not qualified to give advice so we can signpost clients to organisations that may be able to help them. Our food and household goods mainly come from donations by the public at our permanent collection points at supermarkets and churches. We also accept financial donations.

During the year we have seen an increasing number of people asking for our support. This has been running at around 2.5 times last years' numbers. This eventually led us to purchase additional food in order to keep providing food parcels to clients.

We explored the possibility of opening a new centre in Purton, but after a trial period it was agreed by all that this was not working effectively. We also started an evening session in Malmesbury which has been very much appreciated by clients who are unable to attend day-time sessions.

We have also supported a number of Ukrainian refugees since their arrival in this country.

With the support of a grant from The Trussell Trust we now have a Citizens Advice Wiltshire advisor at all of our day time sessions. This has shown that there is a real need for this service in Malmesbury and many clients are benefitting from this support.

The foodbank was successful in securing £7500 of funding from the Department of Work and Pensions' Household Support Fund to help people through the winter months. The funds were used to double the number of fresh food cards offered to qualifying clients and continued until the end of the financial year.

The Foodbank fed 3,062 people, of which 1304 were children. This was equivalent to the distribution of 1037 regular food parcels. We also provided additional Christmas hampers to all clients who had used the Foodbank during the previous four months and distribution of Summer Food Gift Cards to all eligible applicants.

Financial review

Support by individuals and local organisations has remained buoyant, resulting in donations exceeding £50,000 plus almost £46,000 of grants to support our special projects. A growing number of supporters donate on a regular basis, mostly by monthly standing order which provides a steady income to assist with budgeting. Online donations via Facebook, PayPal, Charities Aid Foundation and Stewardship continue to widen our financial support base. Many donors have signed a Gift Aid declaration.

The finance committee has been unable to meet as frequently as hoped and the members maintained communication largely by email and Zoom online communication platform. It is hoped that a potential trustee with financial experience will be able to advise on forecasting and budgeting aspects of our finances to enable more careful planning, particularly with a wider range of activities and projects within the organisation are anticipated.

Plans for the future

Following a strategy meeting by the Trustees, it was agreed that there would be three strategic aims for the charity for the year:-

1. Expand the scope of the advice we offer clients to help them move to a position where they have less need of our emergency support, including expanding the capability of the advice service to help clients access all benefits due to them and to help manage their debt appropriately and unlock other grants and payments with the aim to raise our clients out of poverty and the financial difficulty they are finding themselves in.
2. Increase the number of referrers & their understanding and knowledge of the role of the Foodbank by developing closer relationships with referrers we work with and ensure more people in need will be referred and ensuring people in our community know how they can be referred.
3. Ensure we have enough food and finances to meet the increasing demand and potential decreasing stock levels. Work will include fund-raising and grants, developing a financial investments policy and securing further support within our community for collections and donations of food.

In addition, the Trustees have agreed to revise the existing structure of the charity and aim to develop a series of subcommittee groups (Made up of Volunteers and Trustees), allowing the Trustees to focus on the Governance function. All the operational elements of the foodbank will aim to be facilitated through the sub committees and Operational Project Management Structure.

The Trustees have also agreed that we should re-assess our capabilities to ensure that we have the capacity to expand and shrink our scale of operation as the number of clients varies.

Longer term ambitions of the Trustee team include finding solutions to supporting people in our rural communities and exploring rural isolation and service delivery to meet this need.

Safeguarding and Security Issues

There were no reportable incidents in 2022-23.

Raymond Sanderson (Chair of the Trustees)

Chart Title

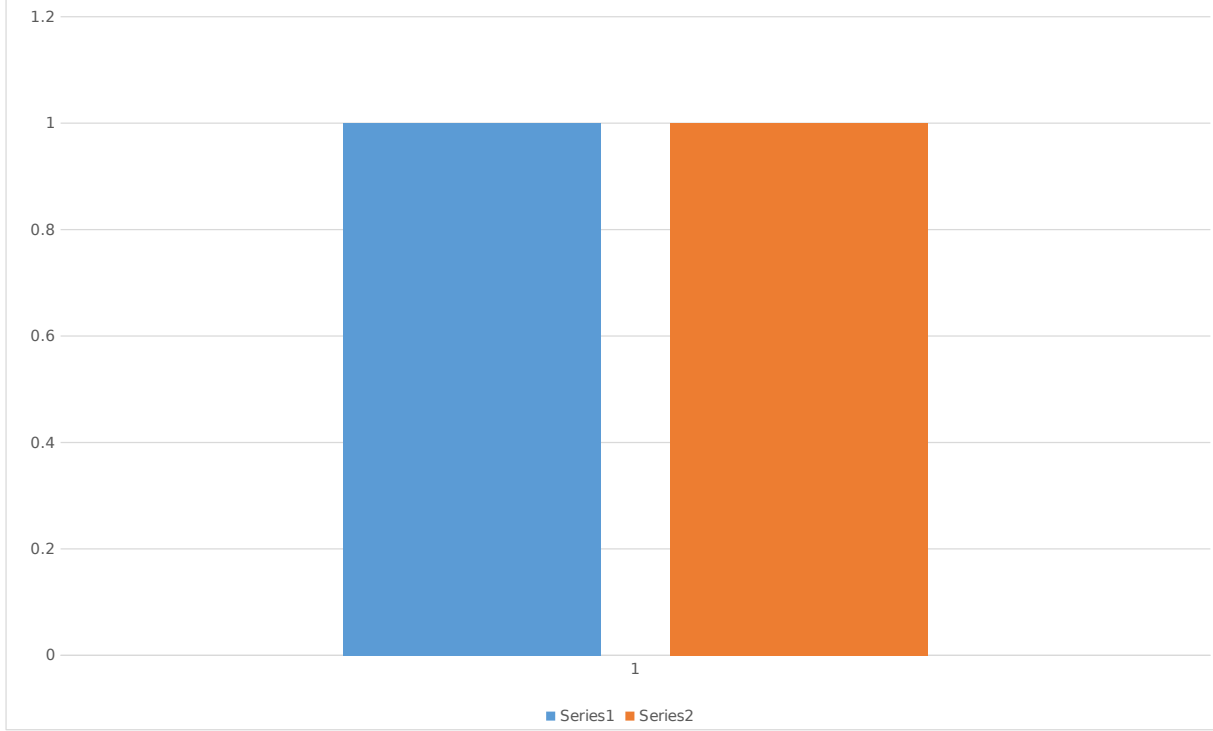


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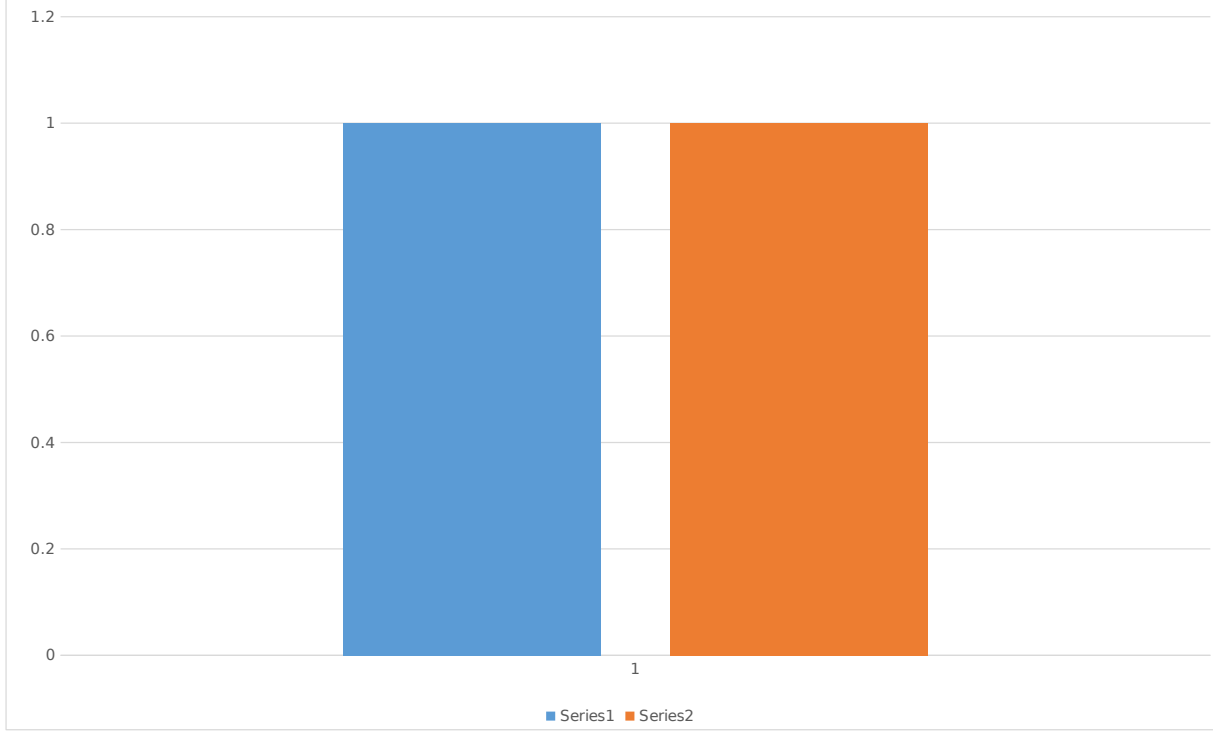
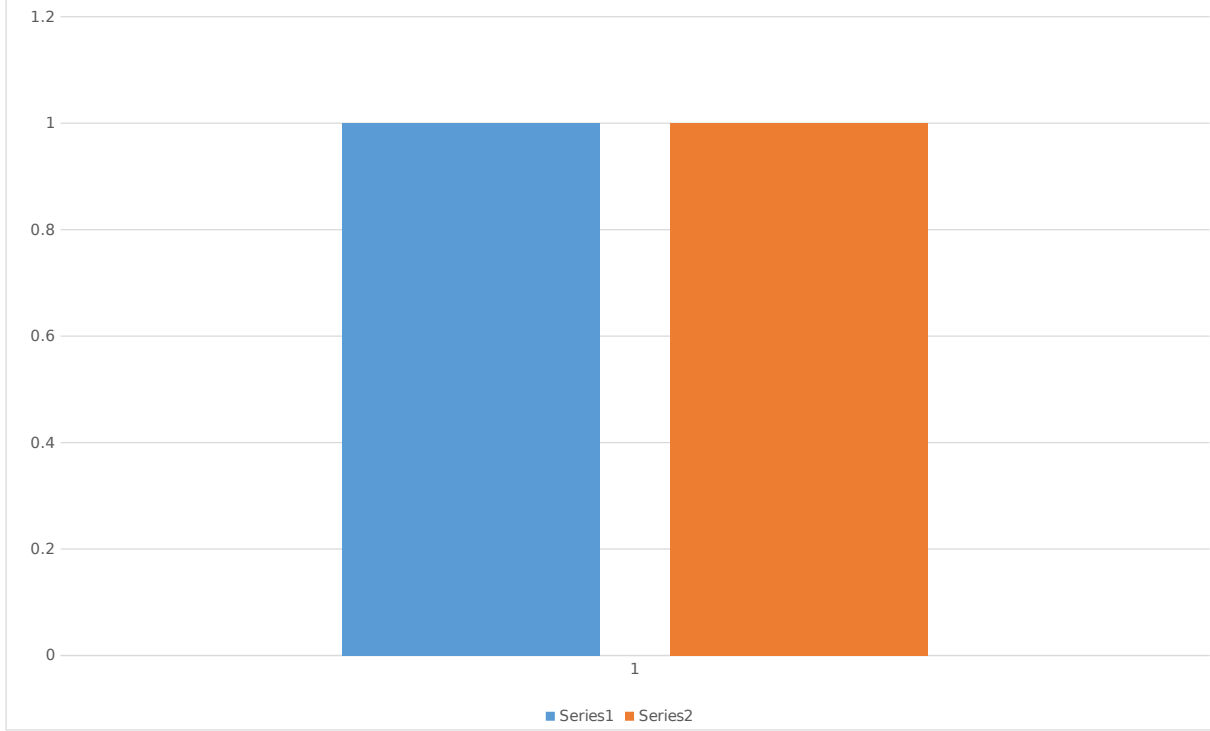


Chart Title



Malmesbury and District Foodbank Annual accounts for the year ended 31 March 2023

INCOME AND EXPENDITURE		General income	Restricted income	Total donations 2022-2023	Total income 2022-2023	Total donations 2021-2022	Total income 2021-2022
Income	General donations						
	Supermarket Community Funds	330.86		330.86		0.00	
	Collections at special events	3,222.19		3,222.19		0.00	
	Grants	0.00	45,821.15	A 45,821.15			
	Donations from organisations	8,706.70	1,000.00	A 9,706.70		9,594.79	
	Donations via websites	15,465.11		15,465.11		4,857.38	
	Donations box at Foodbank	0.00		B 0.00		3.00	
	Donations by standing order	7,615.00	100.00	7,715.00		4,515.00	
	Donations from individuals	12,456.28	1,610.00	14,066.28		9,830.00	
	Miscellaneous income	91.13		C 91.13		190.00	
	<i>Totals</i>	<u>47,887.27</u>	<u>48,531.15</u>		<u>96,418.42</u>		<u>28,990.17</u>
	Total donations				96,418.42		28,990.17
	Gift Aid received on 2021-2022 donations (and on 2020-2021 donations in far column)			D	<u>2,117.98</u>		<u>2,597.31</u>
	Total Income (of which £14,911.87 was gift-aided during 2022-2023)			D	<u>£98,536.40</u>		<u>31,587.48</u>
Expenditure		General expenditure	Restricted expenditure		Total expenditure 2022-2023		Total expenditure 2021-2022
	Equipment & Repairs	1,229.10	1,000.00		2,229.10		6,248.34
	Trussell Trust annual franchise fee	360.00			360.00		360.00
	Insurance premium	1,027.61			1,027.61		534.18
	ICO registration fee	35.00			35.00		35.00
	First aid, safeguarding and strategy training	0.00			0.00		916.00
	Planning application for warehouse at Firs Farm	266.20			266.20		0.00
	Ground rental, hire and cleaning of rooms	5,625.25			5,625.25		2,159.48
	Stationery and cleaning materials	601.14			601.14		455.86
	Clerk's fees	0.00			0.00		220.00
	Refreshments at training and AGM	150.00			150.00		512.80
	Publicity & Fund-raising costs	0.00			0.00		0.00
	Telephone, Internet access and Utility fees	1,992.40			1,992.40		764.74
	Computer software subscriptions and support	79.99			79.99		289.72
	Travel expenses	37.10			37.10		0.00
	Fresh food cards and parcels	22,401.50	12,700.00		35,101.50		9,263.81
	Food top-up purchases for clients	463.48			463.48		39.00
	Christmas hamper top-up purchases	175.51	1,650.00		1,825.51		0.00
	Summer food project top-up purchases	3,825.68	5,000.00		8,825.68		0.00
	Contribution to the Fuel Bank Foundation	4,000.00		E	4,000.00		1,000.00
	Contribution towards clients' heating oil	400.00			400.00		0.00
	Sundry expenses	1,074.86		F	1,074.86		529.04
	Depreciation on Warehouse cabin	1,221.00			1,221.00		1,221.00
	Total expenditure	<u>44,965.82</u>	<u>20,350.00</u>		<u>£65,315.82</u>		<u>24,548.97</u>
	Excess of income over expenditure for the year						
	General fund	5,039.43					
	Restricted funds		28,181.15		<u>£33,220.58</u>		<u>7,038.51</u>
	Excess of income over expenditure for the year						
	Analysis of restricted funds	Source	Income	Restricted funds used	Balance	Balance b/f from 2020-21	Restricted funds c/f
	Cricklade & Purton	Cricklade Utd Charity & others	5,200.00	5,200.00	G 0.00	0.00	0.00
	Household Support Fund	via Wiltshire Council	7,500.00	7,500.00	H 0.00	0.00	0.00
	Additional warehouse	Trussell Trust	5,000.00	0.00	5,000.00	0.00	5,000.00
	Town Hall equipment	Malmesbury Area Board	1,000.00	1,000.00	0.00	0.00	0.00
	Christmas hampers	Julia & Hans Rausing Trust	1,600.00	1,650.00	-50.00	50.00	0.00
	Summer Food Project	Dyson Foundation	5,000.00	5,000.00	0.00	0.00	0.00
	Financial Inclusion	Trussell Trust	23,231.15	0.00	23,231.15	0.00	23,231.15
	<i>Totals</i>		<u>48,531.15</u>	<u>20,350.00</u>			
	<i>Total restricted funds carried forward</i>						<u>28,231.15</u>
Notes	<i>Note A</i>	See Analysis of Restricted Income for further details.					
	<i>Note B</i>	Due to changing location of the Malmesbury Centre, the donations box at the Malmesbury Foodbank Centre is no longer operational.					
	<i>Note C</i>	Miscellaneous income was compensation from Baraclsays Bank for erroneous debits from the account by Hutchison 3G (UK).					
	<i>Note D</i>	Gift Aid on donations made in 2021-2022 was received during 2022-2023. Gift Aid on donations made in 2022-2023 will be claimed during 2023-2024.					
	<i>Note E</i>	Contributions were made to the Fuel Bank Foundation from which financial support was provided to clients to assist with their heating bills.					
	<i>Note F</i>	Sundry expenses comprised £113.81 for servicing of warehouse fire extinguishers £650 for decorating the URC venue when vacating, £59.92 for flowers and cards for volunteers, £160 for petty cash for the distribution centres and warehouse (see record books for details), and £91.13 for erroneous debits from the account by Hutchison 3G (UK).					
	<i>Note G</i>	This figure includes fresh food cards specifically for Cricklade town residents only which was funded by grants from the Cricklade United Charity totalling £2490, and donations from other organisations and individuals.					
	<i>Note H</i>	This grant was received from the Household Support Fund that enabled the doubling of fresh food cards given to clients during Oct 2022 to Mar 2023.					

BALANCE SHEET

Balance sheet for 2022-2023

	2022-2023		2021-2022
Bank balance at 31 March 2023	50,986.51	Bank balance at 31 March 2022	48,794.08
Restricted funds at 31 March 2023	<u>28,231.15</u>	Restricted funds at 31 March 2022	<u>50.00</u>
	79,217.66		48,844.08
Fixed asset: Warehouse cabin	9,768.00	Fixed asset: Warehouse cabin	10,989.00
Fixed asset: Warehouse pod	4,068.00		
	<u>£93,053.66</u>		<u>£59,833.08</u>
General fund at 31 March 2022	59,783.08	General fund at 31 March 2021	51,549.20
Surplus general fund for 2022-23	5,039.43	Surplus general fund for 2021-22	8,233.88
Restricted funds at 31 March 2023	<u>28,231.15</u>	Restricted funds at 31 March 2022	<u>50.00</u>
	<u>£93,053.66</u>		<u>£59,833.08</u>

Chart Title

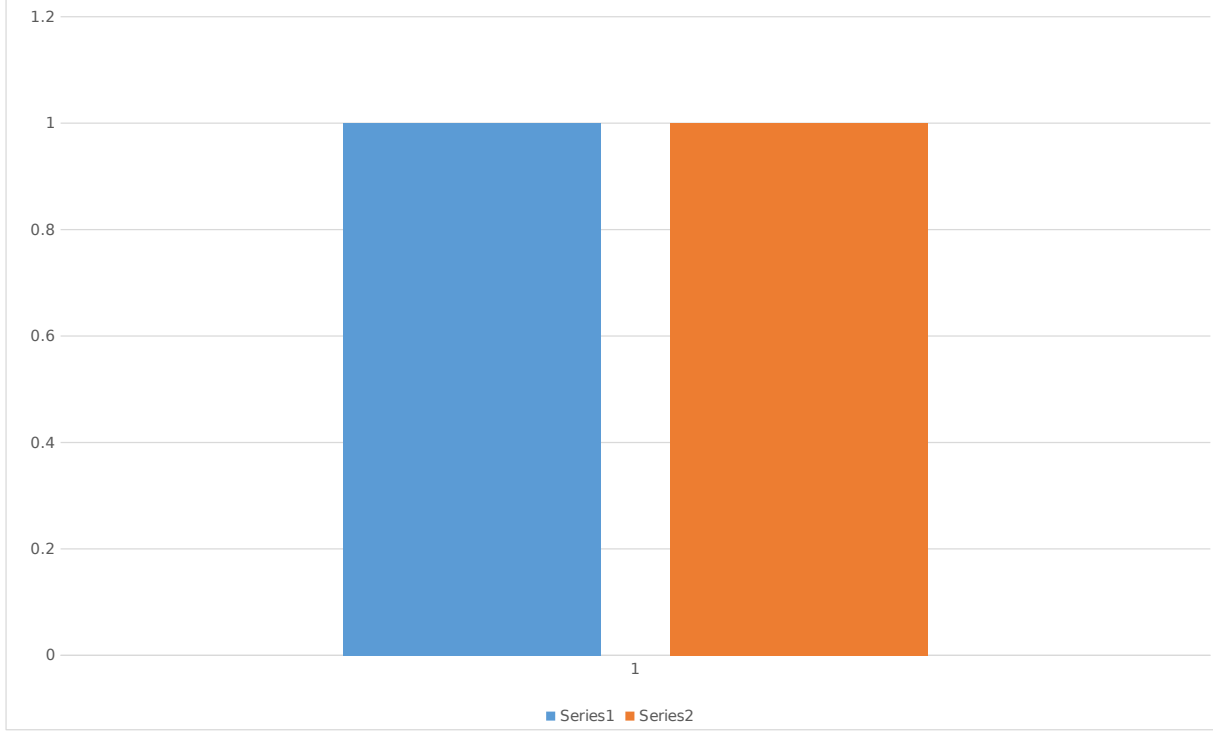


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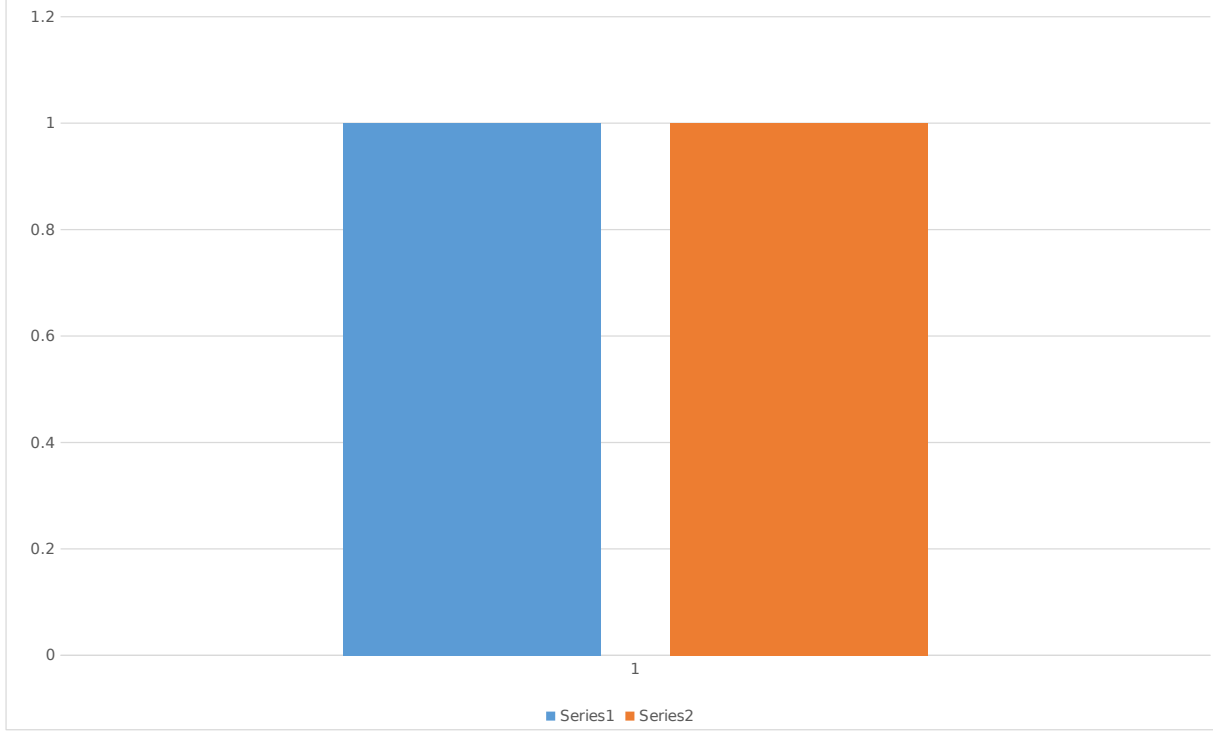
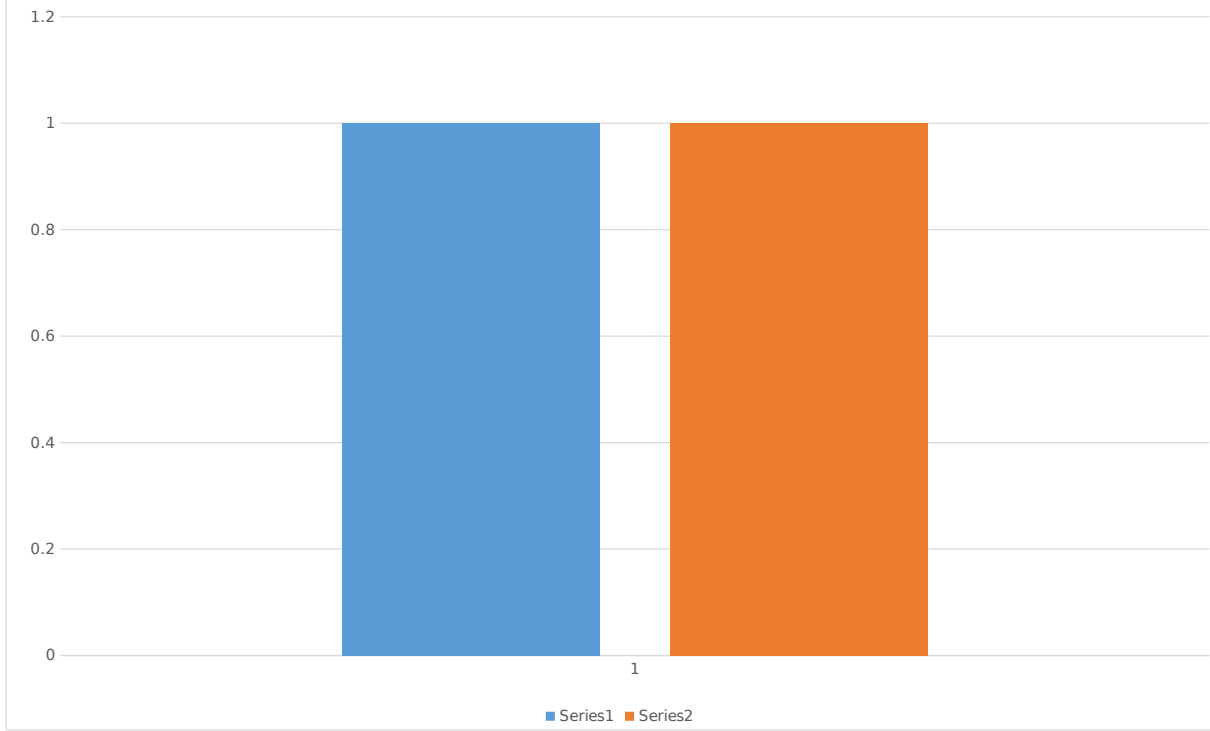


Chart Title



Malmesbury and District Foodbank Annual accounts for the year ended 31 March 2023

INCOME AND EXPENDITURE		General income	Restricted income	Total donations 2022-2023	Total income 2022-2023	Total donations 2021-2022	Total income 2021-2022
Income	General donations						
	Supermarket Community Funds	330.86		330.86		0.00	
	Collections at special events	3,222.19		3,222.19		0.00	
	Grants	0.00	45,821.15	A 45,821.15			
	Donations from organisations	8,706.70	1,000.00	A 9,706.70		9,594.79	
	Donations via websites	15,465.11		15,465.11		4,857.38	
	Donations box at Foodbank	0.00		B 0.00		3.00	
	Donations by standing order	7,615.00	100.00	7,715.00		4,515.00	
	Donations from individuals	12,456.28	1,610.00	14,066.28		9,830.00	
	Miscellaneous income	91.13		C 91.13		190.00	
	<i>Totals</i>	47,887.27	48,531.15		96,418.42		28,990.17
	Total donations				96,418.42		28,990.17
	Gift Aid received on 2021-2022 donations (and on 2020-2021 donations in far column)			D	<u>2,117.98</u>		<u>2,597.31</u>
	Total Income (of which £14,911.87 was gift-aided during 2022-2023)			D	<u>£98,536.40</u>		<u>31,587.48</u>
Expenditure		General expenditure	Restricted expenditure		Total expenditure 2022-2023		Total expenditure 2021-2022
	Equipment & Repairs	1,229.10	1,000.00		2,229.10		6,248.34
	Trussell Trust annual franchise fee	360.00			360.00		360.00
	Insurance premium	1,027.61			1,027.61		534.18
	ICO registration fee	35.00			35.00		35.00
	First aid, safeguarding and strategy training	0.00			0.00		916.00
	Planning application for warehouse at Firs Farm	266.20			266.20		0.00
	Ground rental, hire and cleaning of rooms	5,625.25			5,625.25		2,159.48
	Stationery and cleaning materials	601.14			601.14		455.86
	Clerk's fees	0.00			0.00		220.00
	Refreshments at training and AGM	150.00			150.00		512.80
	Publicity & Fund-raising costs	0.00			0.00		0.00
	Telephone, Internet access and Utility fees	1,992.40			1,992.40		764.74
	Computer software subscriptions and support	79.99			79.99		289.72
	Travel expenses	37.10			37.10		0.00
	Fresh food cards and parcels	22,401.50	12,700.00		35,101.50		9,263.81
	Food top-up purchases for clients	463.48			463.48		39.00
	Christmas hamper top-up purchases	175.51	1,650.00		1,825.51		0.00
	Summer food project top-up purchases	3,825.68	5,000.00		8,825.68		0.00
	Contribution to the Fuel Bank Foundation	4,000.00		E	4,000.00		1,000.00
	Contribution towards clients' heating oil	400.00			400.00		0.00
	Sundry expenses	1,074.86		F	1,074.86		529.04
	Depreciation on Warehouse cabin	1,221.00			1,221.00		1,221.00
	Total expenditure	<u>44,965.82</u>	<u>20,350.00</u>		<u>£65,315.82</u>		<u>24,548.97</u>
	Excess of income over expenditure for the year						
	General fund	5,039.43					
	Restricted funds		28,181.15		<u>£33,220.58</u>		<u>7,038.51</u>
	Excess of income over expenditure for the year						
	Analysis of restricted funds	Source	Income	Restricted funds used	Balance	Balance b/f from 2020-21	Restricted funds c/f
	Cricklade & Purton	Cricklade Utd Charity & others	5,200.00	5,200.00	G 0.00	0.00	0.00
	Household Support Fund	via Wiltshire Council	7,500.00	7,500.00	H 0.00	0.00	0.00
	Additional warehouse	Trussell Trust	5,000.00	0.00	5,000.00	0.00	5,000.00
	Town Hall equipment	Malmesbury Area Board	1,000.00	1,000.00	0.00	0.00	0.00
	Christmas hampers	Julia & Hans Rausing Trust	1,600.00	1,650.00	-50.00	50.00	0.00
	Summer Food Project	Dyson Foundation	5,000.00	5,000.00	0.00	0.00	0.00
	Financial Inclusion	Trussell Trust	23,231.15	0.00	23,231.15	0.00	23,231.15
	<i>Totals</i>		48,531.15	20,350.00			
	<i>Total restricted funds carried forward</i>						<u>28,231.15</u>
Notes	<i>Note A</i>	See Analysis of Restricted Income for further details.					
	<i>Note B</i>	Due to changing location of the Malmesbury Centre, the donations box at the Malmesbury Foodbank Centre is no longer operational.					
	<i>Note C</i>	Miscellaneous income was compensation from Baraclsays Bank for erroneous debits from the account by Hutchison 3G (UK).					
	<i>Note D</i>	Gift Aid on donations made in 2021-2022 was received during 2022-2023. Gift Aid on donations made in 2022-2023 will be claimed during 2023-2024.					
	<i>Note E</i>	Contributions were made to the Fuel Bank Foundation from which financial support was provided to clients to assist with their heating bills.					
	<i>Note F</i>	Sundry expenses comprised £113.81 for servicing of warehouse fire extinguishers £650 for decorating the URC venue when vacating, £59.92 for flowers and cards for volunteers, £160 for petty cash for the distribution centres and warehouse (see record books for details), and £91.13 for erroneous debits from the account by Hutchison 3G (UK).					
	<i>Note G</i>	This figure includes fresh food cards specifically for Cricklade town residents only which was funded by grants from the Cricklade United Charity totalling £2490, and donations from other organisations and individuals.					
	<i>Note H</i>	This grant was received from the Household Support Fund that enabled the doubling of fresh food cards given to clients during Oct 2022 to Mar 2023.					

BALANCE SHEET

Balance sheet for 2022-2023

	2022-2023		2021-2022
Bank balance at 31 March 2023	50,986.51	Bank balance at 31 March 2022	48,794.08
Restricted funds at 31 March 2023	28,231.15	Restricted funds at 31 March 2022	50.00
	<u>79,217.66</u>		<u>48,844.08</u>
Fixed asset: Warehouse cabin	9,768.00	Fixed asset: Warehouse cabin	10,989.00
Fixed asset: Warehouse pod	4,068.00		
	<u>£93,053.66</u>		<u>£59,833.08</u>
General fund at 31 March 2022	59,783.08	General fund at 31 March 2021	51,549.20
Surplus general fund for 2022-23	5,039.43	Surplus general fund for 2021-22	8,233.88
Restricted funds at 31 March 2023	28,231.15	Restricted funds at 31 March 2022	50.00
	<u>£93,053.66</u>		<u>£59,833.08</u>

MALMESBURY AND DISTRICT FOODBANK

England & Wales - Charity number 1157896

Accounts

Malmesbury and District Foodbank
Trustees' Annual Report and Financial Statements
for the year ended 31 March 2022

Administrative details

Registered charity name Malmesbury and District Foodbank
Charity registration no 1157896
Date of formation 1 April 2014; Date of opening: 8 September 2014
Principal Office Malmesbury Town Hall, Cross Hayes, Malmesbury, SN16 9BZ
Tel: 01666 826982
Email: info@malmesburydistrict.foodbank.org.uk
Website: www.malmesburydistrict.foodbank.org.uk

Bankers Barclays Bank, 66 Market Place, Chippenham, Wiltshire, SN15 3JA;
Account no: 93877450; Sort code: 20-84-58

Trustees The trustees who served the Charity during the year were:

<i>Trustee</i>	<i>Role</i>	<i>Date of appointment (or * reappointment)</i>	
Raymond Sanderson	chairman	8 February 2021 *	
Richard Payler	secretary	8 February 2021 *	resigned 13 December 2021
Richard Gray	temp secretary	11 November 2019	
Michael Langtree	treasurer	11 November 2019	
Nicholas Pascoe		10 February 2020	resigned 14 February 2022
Heather Bown		8 June 2020	resigned 26 April 2021
Stella Krajewski		11 January 2021	
Nicola Ann Templeman		11 October 2021	
Frances Mancktelow		11 October 2021	
Heather Chivers		11 October 2021	

Independent examiner: Mr Christopher Sullivan FCA

Structure, governance and management

Malmesbury and District Foodbank (the Foodbank) is an independent unincorporated association, administered in accordance with its constitution and is a member of the Trussell Trust group of foodbanks. The Foodbank is governed by a board of trustees. A project manager oversees the practical operation and day-to-day running of the Foodbank and is supported by assistant managers for distribution centres at Malmesbury and Cricklade. Non-perishable food and domestic items are stored at a warehouse in Little Somerford, overseen by a warehouse manager. All personnel are volunteers (of which there are 64) who receive no remuneration.

Our Mission, Vision & Values

Our Mission

We put the client at the centre of everything we do to ensure they are supported and helped to alleviate hunger and to receive help to lift them out of poverty.

Our Vision

To provide a welcoming safe space where those that need can receive crisis food support and longer-term help until our support is no longer needed.

Our Values

Compassion

We understand that when your life is in crisis, it's hard to ask for help, so we offer compassion, empathy and kindness to support individuals and their families, through their challenge.

Community

We put people at the heart of everything we do. We work as a team, with our volunteers, donors, partners and clients to create a better world where we can all feel secure, respected and valued.

Dignity

We value individuality and respect individual needs and circumstances. We offer non-judgemental support and understanding to all who need it.

Enduring

We believe in doing the right thing and making our community a better place. We will be ready to support you whenever you need.

Objectives and activities during the year

Clients are generally referred to us by agencies (such as GPs, churches and schools) who are addressing their issues, be it financial, health or something more complex. We are not qualified to give advice so we can signpost clients to organisations that may be able to help them. Our food and household goods mainly come from donations by the public at our permanent collection points at supermarkets and churches. We also accept financial donations.

During various periods of the year Covid19 restrictions were in place so the arrangement whereby the delivery of food parcels to clients by a team of volunteers attached to each centre continued until June 2021. The previous arrangement of clients visiting the distribution centres to collect their food parcels then resumed. Similarly, the Co-op Food Store in Malmesbury and Londis in Cricklade continued to deliver fresh food parcels to qualifying clients until June 2021 when the previous arrangement resumed whereby fresh food cards were offered to clients when they collected their food parcels.

The foodbank was successful in securing £2500 of funding from the Department of Work and Pensions' Household Support Fund to help people through the winter months. The funds were used to double the number of fresh food cards offered to qualifying clients and continued until the end of the financial year.

During the year, the Foodbank fed 1,251 people, of which 559 were children. This was equivalent to the distribution of 422 regular food parcels. We also provided additional

Christmas hampers to all clients who had used the Foodbank during the previous six months and distribution of Summer Food Boxes to all eligible applicants nominated by their school.

Financial review

Continued generous financial support by individuals and local organisations resulted in another turnover exceeding £25,000 which put the Foodbank into a higher category requiring an increased level in reporting detail to the Charity Commission. Arrangements for online donations with several organisations including Facebook, PayPal, Charities Aid Foundation and Stewardship have continued to prove beneficial. We are registered with HMRC to claim Gift Aid which continues to be submitted on an annual basis.

Financial advice on maximising the benefit of excess funds without tying them up for long-term investment has been investigated but hitherto no decision has been agreed by the trustees on how to proceed. However, as expected the high levels of donations received during the previous financial year have begun to fall. The appointment of an accounting technician on a self-employed basis was established during the year. It was hoped that this would provide recommendations for improvements to the way our finances are managed and recorded, and improvements to our budgeting and financial forecasting. However, this proved to be unsuccessful and a finance sub-committee has been established instead.

Plans for the future

Following a strategy meeting by the Trustees, it was agreed that there would be three strategic aims for the charity for the year:-

- 1 Set up a debt advice service to help clients access all benefits due to them and to help manage their debt appropriately and unlock other grants and payments with the aim to raise our clients out of poverty and the financial difficulty they are finding themselves in.
- 2 Increase the number of referrers & their understanding and knowledge of the role of the Foodbank by developing closer relationships with referrers we work with and ensure more people in need will be referred and ensuring people in our community know how they can be referred.
3. Ensure we have enough food and finances to meet the increasing demand and potential decreasing stock levels. Work will include fund-raising and grants, developing a financial investments policy and securing further support within our community for collections and donations of food.

In addition, the Trustees have agreed to revise the existing structure of the charity and aim to develop a series of subcommittee groups (Made up of Volunteers and Trustees), allowing the Trustees to focus on the Governance function. All the operational elements of the foodbank will aim to be facilitated through the sub committees and Operational Project Management Structure.

The charity is about to move its Malmesbury Centre to a larger and more central location, allowing more clients to be seen and in preparation for other services to be

offered. The warehouse will expand its storage facilities, enabling more flexibility to store food and coordinate other projects such as the Summer Food Box Scheme and the Christmas Hamper Scheme.

Longer term ambitions of the Trustee team include finding solutions to supporting people in our rural communities and exploring rural isolation and service delivery to meet this need.

Safeguarding and Security Issues

No such incidents took place during the year 2021-2022.

Raymond Sanderson (Chair of the Trustees)

Chart Title

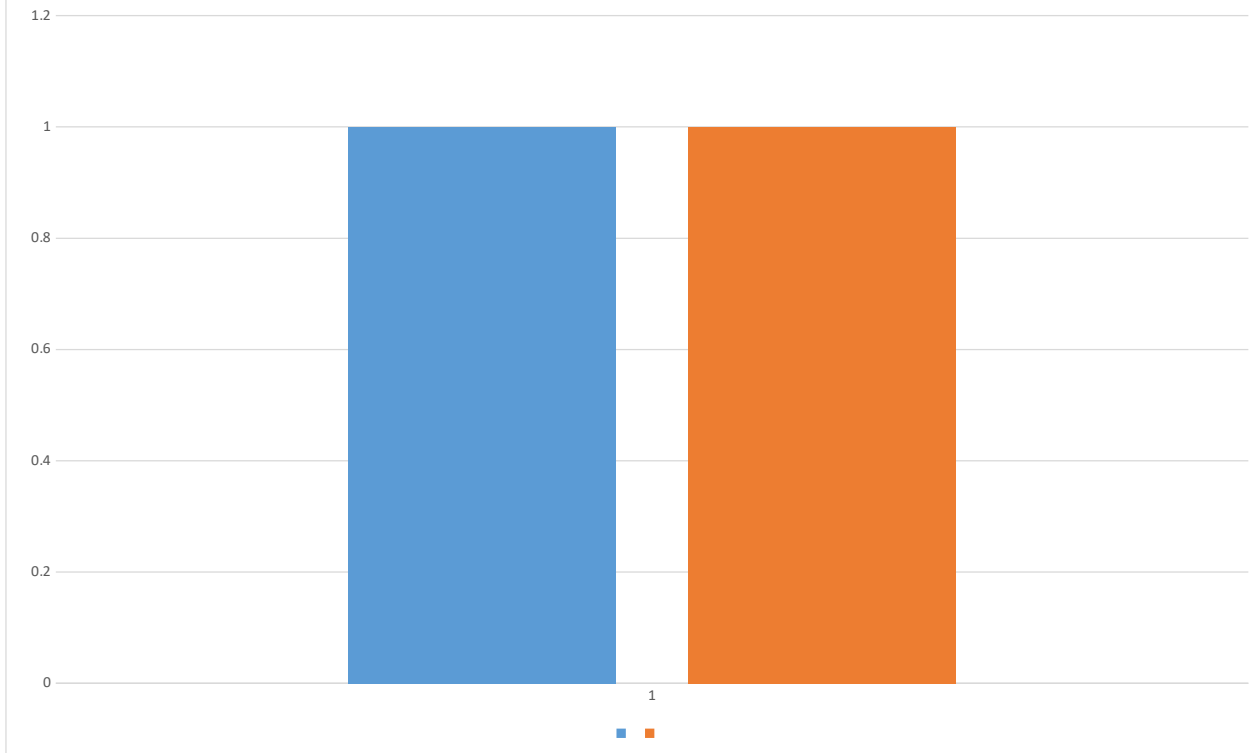


Chart Title

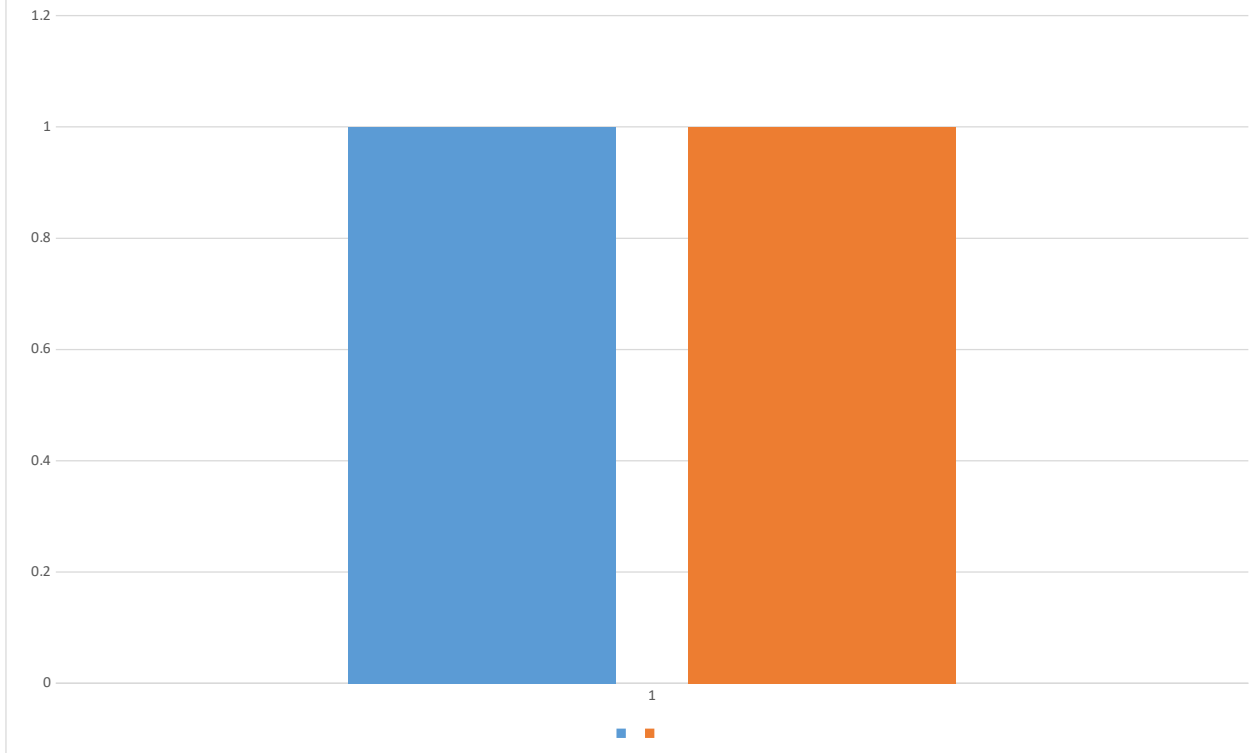
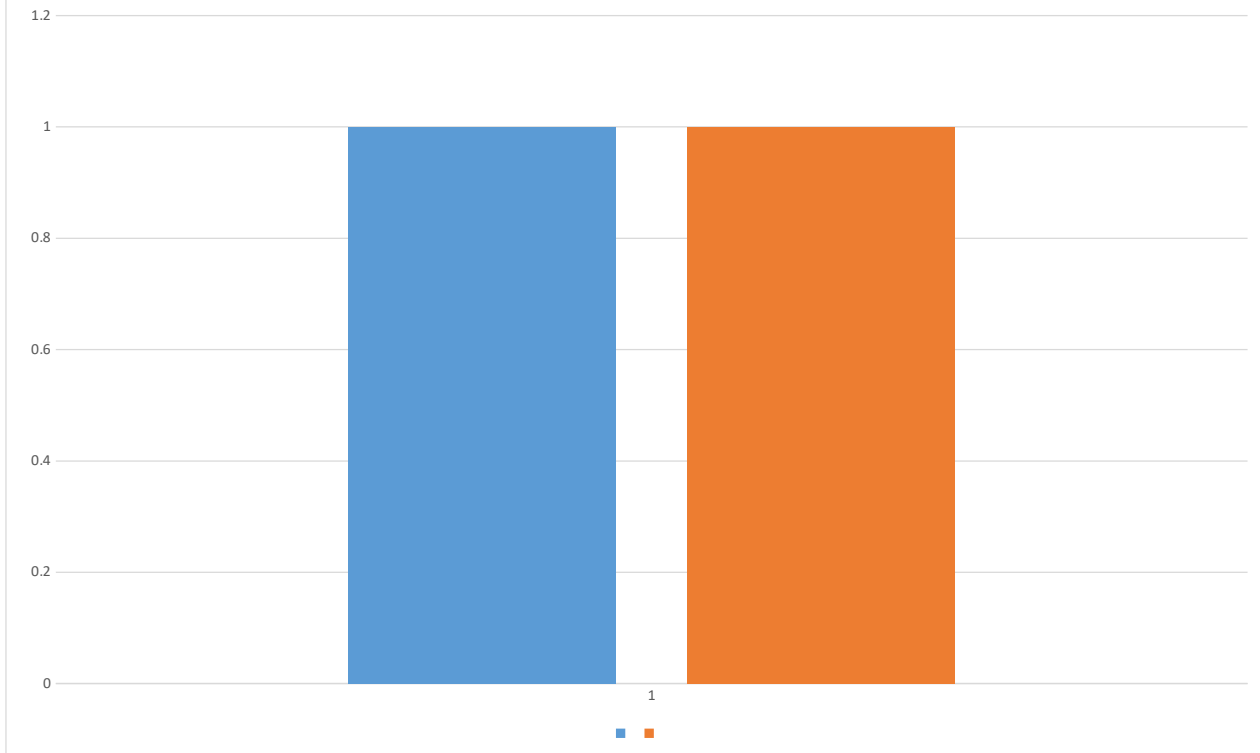


Chart Title



Malmesbury and District Foodbank Annual accounts for the year ended 31 March 2022

INCOME AND EXPENDITURE			General income	Restricted income	Total donations 2021-2022	Total income 2021-2022	Total donations 2020-2021	Total income 2020-2021
Income	General donations	Supermarket Community Funds	0.00		0.00		7,401.75	
		Collections at special events	0.00		0.00		1,166.55	
		Donations from organisations	5,511.79	4,083.00	A 9,594.79		15,542.55	
		Donations via websites	4,857.38		4,857.38		23,561.45	
		Donations box at Foodbank	3.00		3.00		76.90	
		Donations by standing order	4,515.00		4,515.00		2,715.00	
		Contributions to Manager's gift	0.00	190.00	190.00		-	
		Donations from individuals	8,330.00	1,500.00	9,830.00		9,621.52	
		<i>Totals</i>	23,217.17	5,773.00				
		Total donations				28,990.17		60,085.72
		Gift Aid received on 2020-2021 donations (and on 2019-2020 donations in far column)			B	2,597.31		710.29
		Total Income (of which £7,805.00 was gift-aided during 2021-2022)			B	£31,587.48		60,796.01
Expenditure			General expenditure	Restricted expenditure		Total expenditure 2021-2022		Total expenditure 2020-2021
		Equipment & Repairs	4,891.24	1,357.10		6,248.34		4,327.86
		Trussell Trust annual franchise fee	360.00			360.00		360.00
		Insurance premium	534.18			534.18		598.92
		ICO registration fee	35.00			35.00		35.00
		First aid, safeguarding and strategy training	568.00	348.00		916.00		0.00
		Planning application for warehouse at Firs Farm	0.00			0.00		322.40
		Ground rental, hire and cleaning of rooms	1,709.48	450.00		2,159.48		980.00
		Stationery and cleaning materials	410.86	45.00		455.86		392.62
		Clerk's fees	220.00			220.00		-
		Refreshments at training and AGM	512.80			512.80		-
		Publicity & Fund-raising costs	0.00			0.00		0.00
		Telephone, Internet access and Utility fees	764.74			764.74		822.06
		Computer software subscriptions and support	289.72			289.72		59.99
		Travel expenses	0.00			0.00		36.05
		Fresh food cards and parcels	5,701.04	3,562.77		9,263.81		8,931.15
		Contribution to the Fuel Bank Foundation	0.00	1,000.00	C	1,000.00		-
		Food top-up purchases for clients	39.00			39.00		0.00
		Christmas hamper top-up purchases	0.00	0.00		0.00		201.77
		Summer food project top-up purchases	0.00			0.00		594.72
		Sundry expenses	323.54	205.50	D	529.04		457.86
		Depreciation on Warehouse cabin	1,221.00			1,221.00		-
		Total expenditure	17,580.60	6,968.37		£24,548.97		18,120.40
		Excess of income over expenditure for the year						
		General fund	8,233.88					
		Restricted funds		-1195.37				
						£7,038.51		42,675.61

Analysis of restricted funds	Income	Restricted funds used	Balance	Balance b/f from 2020-21	Restricted funds c/f
Cricklade Ctre & FFCs	1,550.00	2,795.37	-1,245.37	1,245.37	E 0.00
Other fresh food cards	2,500.00	2,500.00	0.00	0.00	F 0.00
Christmas hampers	50.00	0.00	50.00	0.00	50.00
Equip Town Hall room	300.00	300.00	0.00	0.00	G 0.00
First Aid training	348.00	348.00	0.00	0.00	0.00
Fuelbank Foundation	835.00	835.00	0.00	0.00	C 0.00
Manager's farewell gift	190.00	190.00	0.00	0.00	0.00
<i>Totals</i>	5,773.00	6,968.37			
<i>Total restricted funds carried forward</i>					50.00

Notes	
<i>Note A</i>	Donations from organisations includes a refund of the Trussell Trust franchise fee for two years totalling £720.
<i>Note B</i>	Gift Aid on donations made in 2020-2021 was received during 2021-2022. Gift Aid on donations made in 2022-2021 will be claimed during 2022-2023.
<i>Note C</i>	A contribution of £1000 to the Fuel Bank Foundation was subsidised by personal donations and from a donation from Kington St Michael Women's Institute.
<i>Note D</i>	Sundry expenses comprise flowers & gift vouchers for volunteers, servicing of the fire extinguishers and defibrillator at the United Reformed Church, West Street, and an overpayment on an expenses claim of 30p.
<i>Note E</i>	This figure includes fresh food cards specifically for Cricklade town residents only which was funded by a grant from the Cricklade United Charity. A grant of £2500 was received from the Wiltshire Council Household Support Fund that enabled the doubling of fresh food cards given to clients during October 2021 to March 2022.
<i>Note F</i>	
<i>Note G</i>	Equipping the Old School Room at Malmesbury Town Hall was funded by a grant from Malmesbury Town Council

Malmesbury and District Foodbank Annual accounts for the year ended 31 March 2022

BALANCE SHEET

Balance sheet for 2021-2022

	2021-2022		2020-2021
Bank balance at 31 March 2022	48,794.08	Bank balance at 31 March 2021	39,339.20
Restricted funds at 31 March 2022	50.00	Restricted funds at 31 March 2021	1,245.37
	48,844.08		40,584.57
Fixed asset: Warehouse cabin	10,989.00	Fixed asset: Warehouse cabin	12,210.00
	£59,833.08		52,794.57
General fund at 31 March 2021	51,549.20	General fund at 31 March 2020	8,946.61
Surplus general fund for 2021-22	8,233.88	Surplus general fund for 2020-21	42,602.59
Restricted funds at 31 March 2022	50.00	Restricted funds at 31 March 2021	1,245.37
	£59,833.08		52,794.57

EXTERNAL EXAMINER'S REPORT TO THE TRUSTEES

BASIS OF THE INDEPENDENT EXAMINER'S REPORT

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by Malmesbury and District Foodbank and a comparison of the accounts with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

INDEPENDENT EXAMINER'S STATEMENT

In connection with my examination, no matter has come to my attention:

1 which gives me reasonable cause to believe that, in any material respect, the requirements to keep accounting records in accordance with section 130 of the 2011 Act, and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act, have not been met; or

2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Independent examiner: *signed* *C R Sullivan* Mr Christopher Sullivan FCA Date: 09/01/23

THE ABOVE ACCOUNTS HAVE BEEN APPROVED AND AUTHORISED BY:

Chairman: *signed* R F Sanderson Mr Raymond Sanderson Date: ###

Treasurer: signed M D Langtree Mr Michael Langtree Date: 09/01/23

AND APPROVED BY:

Independent examiner: signed *C R Sullivan* Mr Christopher Sullivan FCA Date: 09/01/23

Malmesbury and District Foodbank
Trustees' Annual Report and Financial Statements
for the year ended 31 March 2022

Administrative details

Registered charity name Malmesbury and District Foodbank
Charity registration no 1157896
Date of formation 1 April 2014; Date of opening: 8 September 2014
Principal Office Malmesbury Town Hall, Cross Hayes, Malmesbury, SN16 9BZ
Tel: 01666 826982
Email: info@malmesburydistrict.foodbank.org.uk
Website: www.malmesburydistrict.foodbank.org.uk

Bankers Barclays Bank, 66 Market Place, Chippenham, Wiltshire, SN15 3JA;
Account no: 93877450; Sort code: 20-84-58

Trustees The trustees who served the Charity during the year were:

<i>Trustee</i>	<i>Role</i>	<i>Date of appointment (or * reappointment)</i>	
Raymond Sanderson	chairman	8 February 2021 *	
Richard Payler	secretary	8 February 2021 *	resigned 13 December 2021
Richard Gray	temp secretary	11 November 2019	
Michael Langtree	treasurer	11 November 2019	
Nicholas Pascoe		10 February 2020	resigned 14 February 2022
Heather Bown		8 June 2020	resigned 26 April 2021
Stella Krajewski		11 January 2021	
Nicola Ann Templeman		11 October 2021	
Frances Mancktelow		11 October 2021	
Heather Chivers		11 October 2021	

Independent examiner: Mr Christopher Sullivan FCA

Structure, governance and management

Malmesbury and District Foodbank (the Foodbank) is an independent unincorporated association, administered in accordance with its constitution and is a member of the Trussell Trust group of foodbanks. The Foodbank is governed by a board of trustees. A project manager oversees the practical operation and day-to-day running of the Foodbank and is supported by assistant managers for distribution centres at Malmesbury and Cricklade. Non-perishable food and domestic items are stored at a warehouse in Little Somerford, overseen by a warehouse manager. All personnel are volunteers (of which there are 64) who receive no remuneration.

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Objectives and activities during the year

Clients are generally referred to us by agencies (such as GPs, churches and schools) who are addressing their issues, be it financial, health or something more complex. We are not qualified to give advice so we can signpost clients to organisations that may be able to help them. Our food and household goods mainly come from donations by the public at our permanent collection points at supermarkets and churches. We also accept financial donations.

During various periods of the year Covid19 restrictions were in place so the arrangement whereby the delivery of food parcels to clients by a team of volunteers attached to each centre continued until June 2021. The previous arrangement of clients visiting the distribution centres to collect their food parcels then resumed. Similarly, the Co-op Food Store in Malmesbury and Londis in Cricklade continued to deliver fresh food parcels to qualifying clients until June 2021 when the previous arrangement resumed whereby fresh food cards were offered to clients when they collected their food parcels.

The foodbank was successful in securing £2500 of funding from the Department of Work and Pensions' Household Support Fund to help people through the winter months. The funds were used to double the number of fresh food cards offered to qualifying clients and continued until the end of the financial year.

During the year, the Foodbank fed 1,251 people, of which 559 were children. This was equivalent to the distribution of 422 regular food parcels. We also provided additional

Christmas hampers to all clients who had used the Foodbank during the previous six months and distribution of Summer Food Boxes to all eligible applicants nominated by their school.

Financial review

Continued generous financial support by individuals and local organisations resulted in another turnover exceeding £25,000 which put the Foodbank into a higher category requiring an increased level in reporting detail to the Charity Commission. Arrangements for online donations with several organisations including Facebook, PayPal, Charities Aid Foundation and Stewardship have continued to prove beneficial. We are registered with HMRC to claim Gift Aid which continues to be submitted on an annual basis.

Financial advice on maximising the benefit of excess funds without tying them up for long-term investment has been investigated but hitherto no decision has been agreed by the trustees on how to proceed. However, as expected the high levels of donations received during the previous financial year have begun to fall. The appointment of an accounting technician on a self-employed basis was established during the year. It was hoped that this would provide recommendations for improvements to the way our finances are managed and recorded, and improvements to our budgeting and financial forecasting. However, this proved to be unsuccessful and a finance sub-committee has been established instead.

Plans for the future

Following a strategy meeting by the Trustees, it was agreed that there would be three strategic aims for the charity for the year:-

- 1 Set up a debt advice service to help clients access all benefits due to them and to help manage their debt appropriately and unlock other grants and payments with the aim to raise our clients out of poverty and the financial difficulty they are finding themselves in.
- 2 Increase the number of referrers & their understanding and knowledge of the role of the Foodbank by developing closer relationships with referrers we work with and ensure more people in need will be referred and ensuring people in our community know how they can be referred.
3. Ensure we have enough food and finances to meet the increasing demand and potential decreasing stock levels. Work will include fund-raising and grants, developing a financial investments policy and securing further support within our community for collections and donations of food.

In addition, the Trustees have agreed to revise the existing structure of the charity and aim to develop a series of subcommittee groups (Made up of Volunteers and Trustees), allowing the Trustees to focus on the Governance function. All the operational elements of the foodbank will aim to be facilitated through the sub committees and Operational Project Management Structure.

The charity is about to move its Malmesbury Centre to a larger and more central location, allowing more clients to be seen and in preparation for other services to be

offered. The warehouse will expand its storage facilities, enabling more flexibility to store food and coordinate other projects such as the Summer Food Box Scheme and the Christmas Hamper Scheme.

Longer term ambitions of the Trustee team include finding solutions to supporting people in our rural communities and exploring rural isolation and service delivery to meet this need.

Safeguarding and Security Issues

No such incidents took place during the year 2021-2022.

Raymond Sanderson (Chair of the Trustees)

MALMESBURY AND DISTRICT FOODBANK

England & Wales - Charity number 1157896

Accounts

Malmesbury and District Foodbank
Trustees' Annual Report and Financial Statements
for the year ended 31 March 2021

Registered Office

United Reformed Church, West Street, Malmesbury, SN16 0AR

Tel: 01666 826982 (including answerphone)

Email: info@malmesburydistrict.foodbank.org.uk

Website: www.malmesburydistrict.foodbank.org.uk

Date of formation: 1 April 2014; date of opening: 8 September 2014

Barclays Bank, 66 Market Place, Chippenham, Wiltshire, SN15 3JA; account no: 93877450; Sort code: 20-84-58

Trustees The trustees who served the Charity during the year were:

<i>Trustee</i>	<i>Role</i>	<i>Date of appointment (or * reappointment)</i>
Raymond Sanderson	chairman	8 February 2021 *
Richard Payler	secretary	8 February 2021 *
Michael Langtree	treasurer	11 November 2019
Richard Gray		11 November 2019
Nicholas Pascoe		10 February 2020
Heather Bown		8 June 2020
Stella Krajewski:		11 January 2021

Independent examiner: Mr Christopher Sullivan FCA

Structure, governance and management

Malmesbury and District Foodbank (the Foodbank) is an independent unincorporated association, administered in accordance with its constitution and is a member of the Trussell Trust group of foodbanks. The Foodbank is governed by a board of trustees. A project manager oversees the practical operation and day-to-day running of the Foodbank and is supported by a manager for a distribution centre in Cricklade. No manager has yet been appointed for the Malmesbury distribution centre. Non-perishable food and domestic items are stored at a warehouse, overseen by a warehouse manager in Little Somerford. All personnel are volunteers (of which there are 42) and receive no remuneration.

Objectives and activities during the year

Clients are generally referred to us by agencies (such as GPs, churches and schools) who are addressing their issues, be it financial, health or something more complex. We are not qualified to give advice so we can signpost clients to organisations that may be able to help them. Our food and household goods mainly come from donations by the public at our permanent collection points at supermarkets and churches. We also accept financial donations.

During most of the year, Covid19 restrictions were in place. The usual arrangement of clients visiting the distribution centres to collect their food parcels was replaced by the delivery of food parcels to clients by a team of volunteers attached to each centre. In addition, fresh food cards which were normally offered to clients were replaced by an arrangement with the Co-op Food Store in Malmesbury and Londis in Cricklade to deliver fresh food parcels to qualifying clients.

During the year, the Foodbank distributed 470 regular food parcels, and provided additional Christmas hampers and Summer food hampers to clients who had used the Foodbank during the previous six months.

An increase in donations of food and finance during the year led to the stores at both distribution centres being inadequate to cope through lack of space. Our healthy financial situation enabled the purchase of a large mobile cabin to act as a warehouse. Negotiations with a local businessman secured a reasonable ground rental and this has proved to be successful in providing increased efficiency at both distribution centres.

The distribution centre at Cricklade was not suitable for storing food so all items were kept in several locations in the area, an inefficient arrangement that led to frustration amongst volunteers. A search was made for a more suitable location and an agreement was made with the trustees of Jenner Hall to make use of their facilities including the storage of Foodbank equipment and resources.

The trustees are very grateful to the Project Manager and the managers of the Cricklade Centre and the Warehouse in facilitating these changes, resulting in increased efficiency and more pleasant environments in which to work. An additional challenge for the managers and volunteers of adapting to a different way of working during Covid19 restrictions while making arrangements for new venues is commendable.

Financial review

A significant increase in donations by individuals and local organisations resulted in a turnover of more than £25,000 which put the Foodbank into a higher category for the first time and requires an increased level in reporting detail to the Charity Commission. We have set up arrangements for online donations with several organisations including Facebook, PayPal, Charities Aid Foundation and Stewardship. We are registered with HMRC to claim Gift Aid and this has been submitted hitherto on an annual basis. The trustees are seeking financial advice on maximising the benefit of excess funds without tying them up for long-term investment. However, we expect these high levels of donations to reduce as the Covid19 restrictions are lifted resulting in a return to normality. The appointment of an accounting technician on a self-employed basis is being arranged and they will be recommending some improvements to the way our finances are managed and recorded, and improvements to our budgeting and financial forecasting.

Plans for the future

We have drawn up an organisation tree for trustees and volunteers to identify areas of operation that require additional focus. This will enable each trustee to take on an area of oversight for legal requirements and to support volunteers in their various roles and responsibilities. As a result, we have recognised the need to recruit additional trustees, with a target of eight or nine. Training provided by the Trussell Trust has enabled trustees and volunteers to understand more clearly their responsibilities and opportunities and these are being applied throughout the Foodbank organisation. The training is also enabling mandatory policies and risk assessments to be in place.

The Trussell Trust has recommended that as an independent charity the trustees consider changing their charitable status to a Charitable Incorporated Organisation (CIO) and a small team of trustees is investigating the implications and procedure to make this change. We have recognised that the name of the charity (Malmesbury and District Foodbank) is a misnomer now that the Cricklade Centre is well-established. Consequently, the change of charitable status to a CIO will provide an opportunity to rename the Charity to the North Wiltshire Foodbank. As a transitional measure, the short-lived addition to the Foodbank logo of a strapline reading: "Serving Cricklade", is being replaced by "Feeding people in crisis across North Wiltshire".

The trustees are considering several additional assets and resources to improve our provision to clients. We are exploring the appointment of a clerk which would enable all our documentation to be stored in a "cloud server" to enable easier access and ensure a higher level of security. Possible long-term plans include the purchase of a van to collect and distribute food donations, provision for storage and distribution of perishable foodstuffs, and,

longer term, additional distribution centres to the east and west of our catchment area. We have recognised the value of signposting our longer-term clients to professional agencies and are considering setting up a “support hub” whereby our local referrers and support groups would be available to clients in one place from time to time.

The Trussell Trust supports all their foodbanks but is also campaigning for change so that there is no need for us to exist.

Safeguarding and Security Issues

No such incidents took place during the year 2020-2021.

Raymond Sanderson (Chair of the Trustees)

Malmesbury and District Foodbank Annual accounts for the year ended 31 March 2021

INCOME AND EXPENDITURE			General income	Restricted income	Sub-totals	Totals 2020-2021	Income 2019-2020	Totals 2019-2020
Income	General donations	Supermarket Community Funds	7,401.75				0.00	
		Collections at supermarkets	0.00				1,498.79	
		Collections at special events	1,166.55				1,263.20	
		Donations from organisations	11,027.55				6,472.00	
		Donations via websites	23,561.45				1,287.22	
		Donations box at Foodbank	76.90				168.52	
		Regular donations	2,705.00				610.00	
		Miscellaneous donations	<u>9,621.52</u>				<u>3,918.10</u>	
		<i>Total general donations</i>			55,560.72			15,217.83
	Restricted donations and grants	Cricklade satellite Warehouse		2,815.00			1,033.57	
		Travel expenses		1,700.00			0.00	
		Fresh food cards		10.00			0.00	
		Food parcels		0.00			1,500.00	
		<i>Total restricted donations</i>		<u>0.00</u>	4,525.00		<u>1,100.00</u>	3,633.57
		Gift Aid received on 2019-2020 donations (cp on 2018-2019 donations)			<u>710.29</u>			<u>316.56</u>
		Total Income (of which £10,383.00 was gift-aided in 2020-2021)				60,796.01		19,167.96

EXPENDITURE			General expenditure	Restricted expenditure	Sub-totals	Totals 2020-2021	Expenditure 2019-2020	Totals 2019-2020
Expenditure	Equipment & Repairs		2,627.86	1,700.00 A	4,327.86		1,526.28	
	Trussel Trust subscription		360.00		360.00		360.00	
	Insurance premium		598.92		598.92		338.26	
	Trussell Trust conference fees		0.00		0.00		0.00	
	ICO registration fee		35.00		35.00		35.00	
	First aid and safeguarding training		0.00		0.00		260.00	
	Planning application for warehouse at Firs Farm		322.40		322.40		0.00	
	Garage rental at United Reformed Church		480.00		480.00		720.00	
	Ground rental for warehouse at Firs Farm		500.00		500.00		0.00	
	Stationery		349.66	42.96	392.62		270.16	
	Publicity & Fund-raising costs		0.00		0.00		0.00	
	Telephone, Internet access and Utility fees		822.06		822.06		515.26	
	Computer software subscriptions		59.99		59.99		64.97	
	Travel expenses		26.05	10.00	36.05		106.40	
	Fresh food parcels (cards in 2019-2020)		6,232.13	2,699.02 B	8,931.15		8,477.00	
	Christmas hamper top-up purchases		201.77		201.77		0.00	
	Summer food project top-up purchases		594.72		594.72		200.98	
	Sundry expenses		<u>457.86</u>	C	<u>457.86</u>		<u>207.98</u>	
	Total expenditure		<u>13,668.42</u>	<u>4,451.98</u>		18,120.40		13,082.29

Excess of income over expenditure for the year

General fund	42,602.59							
Restricted funds		73.02						
						<u>£42,675.61</u>		<u>£6,085.67</u>

- Note A A grant of £1700 was provided by J& H Rausing Trust for equipment for setting up the new warehouse
 Note B This figure includes grants totalling £1535 provided by Cricklade United Charity for fresh food parcels for Cricklade town residents
 Note C Sundry expenses cover thank you gifts to retiring volunteers, expenses for storage and help with moving equipment to warehouse

Analysis of restricted funds:

	Income	Expenditure	Balance	Balance b/f from 2019-20	Restricted funds c/f
Cricklade satellite	2,815.00	1,842.96	972.04	273.33	1,245.37
Warehouse equipment	1,700.00	1,700.00	0.00	0.00	0.00
Travel expenses	10.00	10.00	0.00	0.00	0.00
Food parcels	0.00	899.02	899.02	0.00	0.00
<i>Totals</i>	<u>4,525.00</u>	<u>4,451.98</u>	<u>1,871.06</u>	<u>273.33</u>	<u>1,245.37</u>
<i>Total restricted funds carried forward</i>					1,245.37

BALANCE SHEET

Revised balance sheet for year ended 31 March 2020

Balance at 31 March 2020	8946.61
Restricted funds at 31 March 2020	<u>1172.35</u>
	<u>10118.96</u>
Represented by opening balance at 1 April 2019	4033.29
	<u>6085.67</u>
	<u>10118.96</u>

Balance sheet for 2020-2021

Bank balance at 31 March 2021	39339.20
Restricted funds at 31 March 2021	<u>1245.37</u>
	<u>40584.57</u>

**Malmesbury and District Foodbank
Annual accounts for the year ended 31 March 2021**

Fixed asset: Portacabin warehouse	<u>12210.00</u>
	<u>52794.57</u>
General fund at 31 March 2020	8946.61
Surplus general fund for 2020-21	42602.59
Restricted funds at 31 March 2021	<u>1245.37</u>
	<u>52794.57</u>

EXTERNAL EXAMINER'S REPORT TO THE TRUSTEES

BASIS OF THE INDEPENDENT EXAMINER'S REPORT

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by Malmesbury and District Foodbank and a comparison of the accounts with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

INDEPENDENT EXAMINER'S STATEMENT

In connection with my examination, no matter has come to my attention:

- 1 which gives me reasonable cause to believe that, in any material respect, the requirements to keep accounting records in accordance with section 130 of the 2011 Act, and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act, have not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Independent examiner: *signed* Mr Christopher Sullivan FCA Date: 14/10/21

THE ABOVE ACCOUNTS HAVE BEEN APPROVED AND AUTHORISED BY:

Chairman: *signed* Mr Raymond Sanderson Date: 11/10/21

Treasurer: *signed* Mr Michael Langtree Date: 13/10/21

AND APPROVED BY:

Independent examiner: *signed* Mr Christopher Sullivan FCA Date: 14/10/21

Malmesbury and District Foodbank Annual accounts for the year ended 31 March 2021

INCOME AND EXPENDITURE			General	Restricted	Sub-totals	Totals	Income	Totals
Income			income	income		2020-2021	2019-2020	2019-2020
	General donations	Supermarket Community Funds	7,401.75				0.00	
		Collections at supermarkets	0.00				1,498.79	
		Collections at special events	1,166.55				1,263.20	
		Donations from organisations	11,027.55				6,472.00	
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		<i>Total general donations</i>			55,560.72			15,217.83
	Restricted donations and grants	Cricklade satellite Warehouse		2,815.00			1,033.57	
		Travel expenses		1,700.00			0.00	
		Fresh food cards		10.00			0.00	
		Food parcels		0.00			1,500.00	
		<i>Total restricted donations</i>		4,525.00			1,100.00	3,633.57
		Gift Aid received on 2019-2020 donations (cp on 2018-2019 donations)			710.29			316.56
		Total Income (of which £10,383.00 was gift-aided in 2020-2021)				60,796.01		19,167.96

Expenditure			General	Restricted	Sub-totals	Totals	Expenditure	Totals
			expenditure	expenditure		2020-2021	2019-2020	2019-2020
	Equipment & Repairs		2,627.86	1,700.00 A	4,327.86		1,526.28	
	Trussel Trust subscription		360.00		360.00		360.00	
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	First aid and safeguarding training		0.00		0.00		260.00	
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	Christmas hamper top-up purchases		201.77		201.77		0.00	
	Summer food project top-up purchases		594.72		594.72		200.98	
	Sundry expenses		457.86		457.86		207.98	
	Total expenditure		<u>13,668.42</u>	<u>4,451.98</u>		18,120.40		13,082.29

Excess of income over expenditure for the year

General fund	42,602.59							
Restricted funds		73.02						
						<u>£42,675.61</u>		<u>£6,085.67</u>

- Note A A grant of £1700 was provided by J& H Rausing Trust for equipment for setting up the new warehouse
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Travel expenses	10.00	10.00	0.00	0.00	0.00
Food parcels	0.00	899.02	899.02	0.00	0.00
Totals	<u>4,525.00</u>	<u>4,451.98</u>	<u>1,871.06</u>	<u>273.33</u>	
<i>Total restricted funds carried forward</i>					1,245.37

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**Malmesbury and District Foodbank
Annual accounts for the year ended 31 March 2021**

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- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Independent examiner: *signed* Mr Christopher Sullivan FCA Date: 14/10/21

THE ABOVE ACCOUNTS HAVE BEEN APPROVED AND AUTHORISED BY:

Chairman: *signed* Mr Raymond Sanderson Date: 11/10/21

Treasurer: *signed* Mr Michael Langtree Date: 13/10/21

AND APPROVED BY:

Independent examiner: *signed* Mr Christopher Sullivan FCA Date: 14/10/21