

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	HR/ <u>Deputy Safeguarding</u>	01 April 2023
Roger Martins	Safeguarding	12 September 2022

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

Table of Contents

Administrative Details	1
Structure, Governance, Management.....	1
Core Business, Personnel, and Other Items During the Year April 2024 – March 2025	1
Core Business	1
Personnel Changes	2
Malmesbury and District Foodbank Strategy 2024-26	2
Reduction in Number of Clients	2
Increase in Warehouse Capacity	2
Partnership With Other Organisations.....	2
Supermarket Vouchers.....	2
Fuel Bank Vouchers	2
Foodbank Support from Dyson Ltd	3
Safeguarding and Security Issues	3
Financial Review	3

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-~~ Managers 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 Managers~~ a-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

Income	£ Unrestricted income	£ Restricted income	£ Total donations 2024-2025	£ Total income 2024-2025	£ Total donations 2023-2024	£ Total income 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 2024-2025	£ Total expenditure 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 Fui	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	C
Additional Warehouse	Trussell (received April 2025)			2,455.71		-2,455.71	-2,455.71	D
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		
	23,373.45		17,104.00
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
	146,684.34		135,624.79
	£170,057.79	Total reserves	£152,728.79
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
	£170,057.79		£152,728.79

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