

FAVERSHAM FOODBANK

England & Wales · Charity number 1158413

Details

Status Registered

Legal form CIO

Registered 2014-09-01

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

Contact

Address C/O Gospel Mission
Tanners Street
Faversham
Kent
ME13 7JL

Phone 07938 720604

Email info@faversham.foodbank.org.uk

Website www.faversham.foodbank.org.uk

Activities

Objects: TO RELIEVE PERSONS IN FAVERSHAM AND THE SURROUNDING AREA THAT ARE IN FINANCIAL HARDSHIP IN SUCH WAYS AS THE TRUSTEES FROM TIME TO TIME THINK FIT, IN PARTICULAR, BUT NOT EXCLUSIVELY BY: A) PROVIDING EMERGENCY FOOD, ESSENTIAL TOILETRIES, AND HOUSEHOLD ITEMS TO INDIVIDUALS AND FAMILIES IN NEED AND/OR FOR DISTRIBUTION BY CHARITIES OR OTHER ORGANISATIONS WORKING TO PREVENT OR RELIEVE POVERTY B) SUCH OTHER MEANS, INCLUDING (BUT NOT LIMITED TO) THE PROVISION OF SUPPORT OR SIGNPOSTING TO RELEVANT INFORMATION AND OTHER ADVISORY SERVICES.

Activities: The objects of the charity are to relieve persons in faversham and surrounding areas who are in a condition of need, hardship or distress in such ways as the trustees from time to time see fit.

Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** The Prevention Or Relief Of Poverty
- **Who:** Children/young People, Elderly/old People, People With Disabilities, People Of A Particular Ethnic Or Racial Origin, Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

- Kent

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£114,604	£147,299	-	-
2024-03-31	£164,531	£129,875	-	-
2023-03-31	£164,941	£124,068	-	-
2022-03-31	£80,349	£78,372	-	-
2021-03-31	£109,832	£64,454	-	-

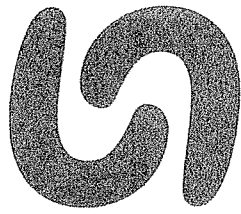
Trustees

Name	Role	Appointed
Dominic Deeson	Chair	2024-09-29
Bethany Munn		2020-04-22
Hannah Perkin		2021-02-11
Laura Coniam		2021-02-11
Susan Margaret Lamberton		2021-02-11
Timothy Robin Bishop		2014-05-12

FAVERSHAM FOODBANK

England & Wales - Charity number 1158413

Accounts



Faversham

Foodbank

**Annual Review and Accounts
For the year ending 31 March 2025**

Registered charity number 1158413

Contents

Objects	3
Public Benefit Statement	3
Board of Trustees	3
Advisors	3
Related Organisation	4
Activities and Performance	4
Demand	4
Donations	4
Staff	5
Volunteers	5
Financial Inclusion Worker	5
Gospel Mission	5
Vision Strategy	5
Extending the Foodbank to Rural Areas	5
Referral Agencies	6
Communication	6
Fuel Bank Vouchers	6
Smart Phones and SIM Cards	6
Support for the Homeless and Rough Sleepers	7
Other Support	7
Financial Performance	7
Financial Management, Risk Analysis, and Reserves Policy	7

**Charitable Incorporated Organisation
Trustees' Report for the period ended 31 March 2025**

“It’s not just about food”

1. Objects

The charity’s object is to relieve persons in Faversham and surrounding areas who are in conditions of need, hardship, or distress in such ways as the trustees from time to time think fit.

2. Public Benefit Statement

The trustees of the Faversham Foodbank confirm they have complied with a duty under section 17(5) of the Charities Act 2011 to have regard to the Charity Commissioner’s guidance on public benefit and that the public benefit requirement has informed the activities of the society in the period to 31 March 2025.

3. Board of Trustees

The trustees are the charities members. The board recruits and appoints future trustees according to the charity’s Constitution.

Members of the board of trustees during the year are listed below:

D Deeson, Chair (appointed 1.10.24)

T R Bishop, Treasurer and Trustee (reappointed 22.01.25 for three years)

L Coniam, Trustee (reappointed 11.02.24 for three years)

V Harwood (appointed 23.01.25)

S Lamberton, Trustee (reappointed 11.02.24 for three years)

B Munn, Trustee (reappointed 1.04.24 for three years)

I Neel, Trustee (resigned 27.10.24)

H Perkin, Trustee (reappointed 11.02.24 for three years)

The board of trustees would like to express their thanks to Iris Neel for her long service to Faversham Foodbank as a trustee. She continues to be a Foodbank volunteer delivery driver.

Since the end of the period covered by these reports and accounts, two further trustees have been appointed - Tim Philpott and Allison Bowers - from 23 April 2025, for a period of three years.

4. Advisors

Bank:	Lloyds Bank plc High Street Whitstable CT5 1BH
Insurers:	Zurich Insurance
Accountants:	Stephen Hill Mid Kent Limited 31-33 Albion Place

Sittingbourne Road
Maidstone
ME14 5DZ

5. Related Organisation

Faversham Foodbank is part of the Trussell network and subscribes to the aims and mission of that charity. We receive guidance, training, and advice from Trussell. They produce an operating manual and maintain an online data collection system, which benefits both ourselves and Trussell.

6. Activities and Performance

A vision of Churches Together in Faversham, the Foodbank was formed in February 2014, and opened its doors to the public on 9 April 2014.

Funds are raised through local churches, individual gifts, regular giving, fundraising activities, and grants.

In setting its objectives and planning its activities, the Trustees have considered the Charity Commission's general guidance on public benefit.

Demand

The demand for Faversham Foodbank has decreased over the past year, in line with the national picture, but this does follow successive years of 30 per cent increases year-on-year.

	Vouchers	Adults	Children	Total	Meals
1 st Apr 2023 – 31 st March 2024	1,117	2,105	1,376	3,481	31,329
1 st Apr 2024 – 31 st March 2025	924	1,561	1,028	2,589	23,301

The table shows a decrease of 17 per cent on Foodbank vouchers fulfilled and 26 per cent on total meals supplied compared with the same period in the previous financial year.

Donations

Thanks to the generosity of people in Faversham and the surrounding areas, the Foodbank receives sufficient donations of food, toiletries, household cleaning products, and other items to minimise the amount of food we have to buy. However, as the cost-of-living steadily went up, people have cut back on what they have been able to provide. The table below shows how stocks have decreased over the period covered by this annual report.

Total Stock (date)	Weight
31 st March 2025	7,112.88kg

31 st March 2024	10,490.95kg
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Staff

Magdalen Deakins is the Foodbank's Project Manager and Josh Rowlands is the Assistant Project Manager. The trustees thank them both for their hard work supporting vulnerable people in Faversham and the surrounding communities.

Volunteers

Without our volunteers, there would not be a Foodbank. Many of our dedicated and hardworking team have provided support to our clients for numerous years but we also do regularly recruit new volunteers. Currently, we have 55 local individuals who provide a range of support including talking with and supporting clients, collecting and sorting donations from Nisa Local, Sainsbury's, and Tesco's, and picking and packing food parcels. The trustees thank them all for their brilliant support.

Extensive training is available to volunteers. All are required to undertake safeguarding training.

Financial Inclusion Worker

In 2024, Dawn Kelly joined the Foodbank to provide dedicated one-to-one support to clients who need help with the challenges and difficulties they face.

Funded by a two-year grant from Trussell and trained and employed on behalf of the Foodbank by Porchlight, Dawn has proved a popular addition with both clients and our volunteers who are keen to see the Foodbank provide an initiative to help break the cycle of food and other poverty.

Early evidence is that her appointment is having a clear effect on reducing the number of visits clients make to the Foodbank.

Gospel Mission

Since the Foodbank was founded in 2014, it has operated from the Gospel Mission in Tanners Street. The trustees are extremely grateful to the Mission for continuing to provide the Foodbank with a base from which to operate. During the period covered by this report, the Mission building underwent extensive renovation and the Foodbank agreed with the Mission's trustees that a formal rental agreement would be entered into to help the Mission finance the improvements.

Vision Strategy

The Foodbank is currently developing a strategy to best understand its future direction and what other services we should be developing for our clients.

We are consulting with all our stakeholders including volunteers, clients, donors, and the agencies which refer people to the Foodbank.

Extending the Foodbank to Rural Areas

As well as the town of Faversham, the Foodbank's service area extends:

- North to the Swale, including Oare and Luddenham

- East towards Canterbury, including Boughton-under-Blean, Hernhill, Dunkirk, and Dargate
- South towards Ashford including Charing, Challock, Eastling, Throwley and Stalisfield
- West towards Sittingbourne including Teynham, Newnham, Doddington, Conyer, and Lynsted

To increase our reach into rural areas we are planning shortly to start a trial of taking the Foodbank to village halls and community centres to reach people who currently either receive deliveries, or who have difficulty accessing the Foodbank in Faversham because of poor public transport.

Referral Agencies

There are 55 agencies which can issue Faversham Foodbank vouchers through the Trussell Data Collection System. Fourteen of these have been active over the period covered by this report. The Foodbank is undertaking a consultation exercise with agencies to enhance the referral process.

Communication

The main method of regular communication with donors and clients is via social media platforms, which include Facebook, Next Door, X (Twitter), Threads, Instagram, and Bluesky.

A survey of donors says that they want more communication from the Foodbank to know how we are helping vulnerable people in the local community and we shall be issuing regular updates.

Fuel Bank Vouchers

The Foodbank donated £3000 to the Fuel Bank Foundation in 2022 to allow us to issue Fuel Bank vouchers to local people who are in fuel poverty and we continue to provide this service.

	Vouchers Issued	Adults	Children	Total helped	Total value of vouchers
1 st April 2023 – 31 st March 2024	138	288	199	487	£6,250.00
1 st April 2024 – 31 st March 2025	131	236	135	371	£6,166.00

Smart Phones and SIM Cards

If people do not have access to a 'smart' phone it is more difficult to access a variety of services. For example, applying for Universal Credit, managing the applicant's account, and receiving information is significantly easier on a smart device.

During the past year, the Foodbank provided 18 mobile phones and 31 sim cards to our clients.

Support for the Homeless and Rough Sleepers

The Foodbank provides camping stoves and gas with canisters, as well as tents, sleeping bags and hot water bottles. These are purchased and donated by supporters.

Other Support

We continue to work with the Saint Vincent de Paul Society, to provide clients with appliances such as cookers and fridge freezers.

7. Financial Performance

In addition to the ongoing financial support provided by Tesco, the Trustees are once again indebted to the generosity of individuals, churches, and community groups that supported the Foodbank during the year by making one-off and/or ongoing donations.

At the beginning of the year, we held restricted funds of £27,000 to fund the provision of the Financial Inclusion Worker. We contribute 60% of the cost to Porchlight, paying quarterly in arrears and made the first payment in March 2025, meaning at the year end we held restricted funds of £19,320.

The main expenditure items from unrestricted funds during the year were staff salaries, hall hire of the Gospel Mission, and van rental. As a result, our unrestricted cash and bank balances at the end of the year totalled £106,665, down from £125,371 - a deficit of £18,706 for the year.

Although our finances have been robust enough to absorb the deficit and our funds remain healthy, going forward an annual operational deficit of this magnitude will not be sustainable. Accordingly, the Trustees are currently in the process of establishing a proactive fundraising strategy.

8. Financial Management, Risk Analysis, and Reserves Policy

The Foodbank's financial management is in the hands of the Trustees, who review the financial position regularly when the Treasurer reports details of cash receipts and payments at quarterly Trustee Meetings.

Whilst it was agreed during the year that the Reserve should remain at £40,000, both this figure and the Policy generally will continue to be reviewed regularly.

This report was approved by the Trustees and signed on their behalf by



Dominic Deeson
Chair of Trustees

Date: 18 June 2025

REGISTERED COMPANY NUMBER: CE001716 (England and Wales)
REGISTERED CHARITY NUMBER: 1158413

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025
FOR
FAVERSHAM FOODBANK
(A COMPANY LIMITED BY GUARANTEE)

Stephen Hill Mid Kent Limited
31-33 Albion Place
Sittingbourne Road
Maidstone
Kent
ME14 5DZ

FAVERSHAM FOODBANK

**CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025**

	Page
Report of the Trustees	1
Independent Examiner's Report	2
Statement of Financial Activities	3
Balance Sheet	4 to 5
Notes to the Financial Statements	6 to 11
Detailed Statement of Financial Activities	12 to 13

FAVERSHAM FOODBANK

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2025**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2025. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number
CE001716 (England and Wales)


Registered Charity number
1158413

Registered office
C/O Gospel Mission
Tanners Street
Faversham
Kent
ME13 7JL

Trustees
D Deeson Chair (appointed 1.10.24)
T R Bishop Treasurer
I Neel Trustee (resigned 27.10.24)
B Munn Trustee
S Lamberton Trustee
H Perkin Trustee
L Coniam Trustee
V Harwood (appointed 23.1.25)

Independent Examiner
Peter Shillinglaw FCA
Stephen Hill Mid Kent Limited
31-33 Albion Place
Sittingbourne Road
Maidstone
Kent
ME14 5DZ

Approved by order of the board of trustees on 18 June 2025 and signed on its behalf by:


D Deeson - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
FAVERSHAM FOODBANK**

Independent examiner's report to the trustees of Faversham Foodbank ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2025.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Peter Shillinglaw FCA

Stephen Hill Mid Kent Limited
31-33 Albion Place
Sittingbourne Road
Maidstone
Kent
ME14 5DZ

Date:

FAVERSHAM FOODBANK

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2025**

	Notes	Unrestricted fund £	Restricted fund £	31.3.25 Total funds £	31.3.24 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		112,196	-	112,196	164,531
Investment income	2	2,408	-	2,408	-
Total		<u>114,604</u>	<u>-</u>	<u>114,604</u>	<u>164,531</u>
EXPENDITURE ON					
Raising funds	3	72,341	7,680	80,021	75,648
Other		67,278	-	67,278	54,227
Total		<u>139,619</u>	<u>7,680</u>	<u>147,299</u>	<u>129,875</u>
NET INCOME/(EXPENDITURE)		(25,015)	(7,680)	(32,695)	34,656
RECONCILIATION OF FUNDS					
Total funds brought forward		159,551	27,000	186,551	151,895
TOTAL FUNDS CARRIED FORWARD		<u><u>134,536</u></u>	<u><u>19,320</u></u>	<u><u>153,856</u></u>	<u><u>186,551</u></u>

The notes form part of these financial statements

FAVERSHAM FOODBANK

**BALANCE SHEET
31 MARCH 2025**

	Notes	Unrestricted fund £	Restricted fund £	31.3.25 Total funds £	31.3.24 Total funds £
FIXED ASSETS					
Tangible assets	8	8,905	-	8,905	9,983
CURRENT ASSETS					
Stocks	9	19,703	-	19,703	24,956
Debtors	10	488	-	488	299
Cash at bank and in hand		106,665	19,320	125,985	152,371
		<u>126,856</u>	<u>19,320</u>	<u>146,176</u>	<u>177,626</u>
CREDITORS					
Amounts falling due within one year	11	(1,225)	-	(1,225)	(1,058)
NET CURRENT ASSETS		<u>125,631</u>	<u>19,320</u>	<u>144,951</u>	<u>176,568</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>134,536</u>	<u>19,320</u>	<u>153,856</u>	<u>186,551</u>
NET ASSETS		<u><u>134,536</u></u>	<u><u>19,320</u></u>	<u><u>153,856</u></u>	<u><u>186,551</u></u>
FUNDS	12				
Unrestricted funds				134,536	159,551
Restricted funds				19,320	27,000
TOTAL FUNDS				<u><u>153,856</u></u>	<u><u>186,551</u></u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2025.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2025 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

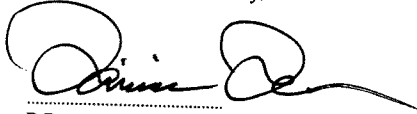
The notes form part of these financial statements

FAVERSHAM FOODBANK

BALANCE SHEET - continued
31 MARCH 2025

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 18 June 2025 and were signed on its behalf by:



.....
D Decson - Trustee

The notes form part of these financial statements

FAVERSHAM FOODBANK
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 10% on cost
Computer equipment	- 33% on cost

Stocks

The closing stock has been valued at the cost of which it had been received as a donation. The value relates to 7,113kg of food at £2.77 per kg.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

FAVERSHAM FOODBANK

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2025**

2.	INVESTMENT INCOME	31.3.25	31.3.24
		£	£
	Deposit account interest	2,408	-
		<u> </u>	<u> </u>
3.	RAISING FUNDS		
	Raising donations and legacies		
		31.3.25	31.3.24
		£	£
	Support costs	936	-
		<u> </u>	<u> </u>
4.	NET INCOME/(EXPENDITURE)		
	Net income/(expenditure) is stated after charging/(crediting):		
		31.3.25	31.3.24
		£	£
	Depreciation - owned assets	2,797	2,736
		<u> </u>	<u> </u>
5.	TRUSTEES' REMUNERATION AND BENEFITS		
	There were no trustees' remuneration or other benefits for the year ended 31 March 2025 nor for the year ended 31 March 2024.		
	Trustees' expenses		
	There were no trustees' expenses paid for the year ended 31 March 2025 nor for the year ended 31 March 2024.		
6.	STAFF COSTS		
	The average monthly number of employees during the year was as follows:		
		31.3.25	31.3.24
	Employees	2	2
		<u> </u>	<u> </u>
	No employees received emoluments in excess of £60,000.		

FAVERSHAM FOODBANK

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2025

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES			
	Unrestricted fund £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	137,531	27,000	164,531
EXPENDITURE ON			
Raising funds	75,648	-	75,648
Other	54,227	-	54,227
Total	<u>129,875</u>	<u>-</u>	<u>129,875</u>
NET INCOME	7,656	27,000	34,656
RECONCILIATION OF FUNDS			
Total funds brought forward	151,895	-	151,895
TOTAL FUNDS CARRIED FORWARD	<u>159,551</u>	<u>27,000</u>	<u>186,551</u>
8. TANGIBLE FIXED ASSETS			
	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1 April 2024			
Additions	24,195	958	25,153
	1,719	-	1,719
At 31 March 2025	<u>25,914</u>	<u>958</u>	<u>26,872</u>
DEPRECIATION			
At 1 April 2024			
Charge for year	14,517	653	15,170
	2,592	205	2,797
At 31 March 2025	<u>17,109</u>	<u>858</u>	<u>17,967</u>
NET BOOK VALUE			
At 31 March 2025	<u>8,805</u>	<u>100</u>	<u>8,905</u>
At 31 March 2024	<u>9,678</u>	<u>305</u>	<u>9,983</u>

FAVERSHAM FOODBANK

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2025

9. STOCKS			
		31.3.25	31.3.24
Stocks		£	£
		<u>19,703</u>	<u>24,956</u>
10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR			
		31.3.25	31.3.24
Prepayments		£	£
		<u>488</u>	<u>299</u>
11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR			
		31.3.25	31.3.24
Trade creditors		£	£
Social security and other taxes		55	-
Pensions Payable		78	45
Accrued expenses		192	113
		<u>900</u>	<u>900</u>
		<u>1,225</u>	<u>1,058</u>
12. MOVEMENT IN FUNDS			
	At 1.4.24	Net movement in funds	At 31.3.25
Unrestricted funds	£	£	£
General fund	159,551	(25,015)	134,536
Restricted funds			
General Fund - Restricted	27,000	(7,680)	19,320
TOTAL FUNDS	<u>186,551</u>	<u>(32,695)</u>	<u>153,856</u>
Net movement in funds, included in the above are as follows:			
	Incoming resources	Resources expended	Movement in funds
Unrestricted funds	£	£	£
General fund	114,604	(139,619)	(25,015)
Restricted funds			
General Fund - Restricted	-	(7,680)	(7,680)
TOTAL FUNDS	<u>114,604</u>	<u>(147,299)</u>	<u>(32,695)</u>

FAVERSHAM FOODBANK

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2025

12. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.23 £	Net movement in funds £	At 31.3.24 £
Unrestricted funds			
General fund	151,895	7,656	159,551
Restricted funds			
General Fund - Restricted	-	27,000	27,000
TOTAL FUNDS	<u>151,895</u>	<u>34,656</u>	<u>186,551</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	137,531	(129,875)	7,656
Restricted funds			
General Fund - Restricted	27,000	-	27,000
TOTAL FUNDS	<u>164,531</u>	<u>(129,875)</u>	<u>34,656</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.23 £	Net movement in funds £	At 31.3.25 £
Unrestricted funds			
General fund	151,895	(17,359)	134,536
Restricted funds			
General Fund - Restricted	-	19,320	19,320
TOTAL FUNDS	<u>151,895</u>	<u>1,961</u>	<u>153,856</u>

FAVERSHAM FOODBANK

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2025**

12. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	252,135	(269,494)	(17,359)
Restricted funds			
General Fund - Restricted	27,000	(7,680)	19,320
TOTAL FUNDS	<u>279,135</u>	<u>(277,174)</u>	<u>1,961</u>

13. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2025.

FAVERSHAM FOODBANK
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2025

	31.3.25	31.3.24
	£	£
INCOME AND ENDOWMENTS		
Donations and legacies		
Gift aid	4,237	4,132
Grants	1,908	1,250
Church and group donations	5,543	7,113
Public donations	30,110	35,899
Volunteer and staff donations	-	204
Tesco contribution/collection	3,692	3,817
Bank interest received	-	113
Food donated	64,468	79,453
Corporate Donations	2,238	1,500
Trussell Trust	-	31,050
	112,196	164,531
Investment income		
Deposit account interest	2,408	-
Total incoming resources	114,604	164,531
EXPENDITURE		
Other trading activities		
Opening stock	24,956	19,392
Food Donated	64,468	79,451
Non Food Purchases	9,364	1,761
Closing stock	(19,703)	(24,956)
	79,085	75,648
Other		
Wages	43,996	33,287
Pensions	859	639
Insurance	1,000	937
Postage and stationery	562	449
Food purchased	800	1,695
Telephone	603	231
Subscriptions	215	-
Repairs and renewals	524	628
Sundries	168	119
Travel	151	138
Cleaning	194	1,918
Light & Heat	-	2,839
Carried forward	49,072	42,880

This page does not form part of the statutory financial statements

FAVERSHAM FOODBANK

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2025**

	31.3.25	31.3.24
	£	£
Other		
Brought forward		
Motor Vehicle Expenses	49,072	42,880
Lease of Van	763	942
Hall Rental	4,836	4,836
Training and Safeguarding	9,690	-
	121	1,932
	<u>64,482</u>	<u>50,590</u>
Support costs		
Finance		
Fixtures and fittings		
Computer equipment	2,591	2,420
	205	317
	<u>2,796</u>	<u>2,737</u>
Governance costs		
Accountancy fees		
	936	900
Total resources expended	<u>147,299</u>	<u>129,875</u>
Net (expenditure)/income	<u>(32,695)</u>	<u>34,656</u>

This page does not form part of the statutory financial statements

FAVERSHAM FOODBANK

England & Wales - Charity number 1158413

Accounts



Annual Review and Accounts
For the year ending 31st March 2024

Registered Charity No. 1158413

Charitable Incorporated Organisation
Trustees' Report for the period ended
31st March 2024

The Trustees present their Annual Report and Financial Statements for the period ended 31st March 2024

The Charity

This is constituted as a Charitable Incorporated Organisation and not having a share capital.
The principal governing document is the CIO Foundation Model.

Charity Number

The charity is registered with the Charity Commission No. 1158413

The Principal and Registered Address

The Gospel Mission Church
Tanners Street
Faversham
Kent
ME13 7JL

Contents

1. Objects
2. Public Benefits Statement
3. Board of Trustees
4. Advisors
5. Related Organisations
6. Activities & Performance
7. Staff & Volunteers
8. Financial Performance
9. Financial Management, Risk Analysis and Reserves Policy
10. Thanks & Acknowledgements

1. Objects

The charity's object is to relieve persons in Faversham and surrounding areas who are in conditions of need, hardship, or distress in such ways as the trustees from time to time think fit.

2. Public Benefit Statement

The trustees of the Faversham Foodbank confirm that they have complied with their duty under section 17(5) of the Charities Act 2011 to have regard to the Charity Commissioner's guidance on public benefit and that the public benefit requirement has informed the activities of the society in the period to 31st March 2024.

3. Board of Trustees

The Trustees are the charity's members. The Board recruits and appoints future trustees according to the Charity's Constitution.

Members of the Board of Trustees during the year are listed below.

- Bethany Munn – Chair (Appointed 1.4.2021 for three years) (reappointed as trustee and chair and resigned as Chair post year)
- Tim Bishop – Treasurer/Secretary
- Laura Conium (reappointed: 11.02.24 for three years)
- Sue Lamberton (reappointed: 11.02.24 for three years)
- Iris Neel (appointed: 09.11.21 for three years)
- Peter O'Keeffe (resigned 31.3.24)
- Hannah Perkin (reappointed: 11.02.24 for three years)

On behalf of the Board of Trustees, I would like to express our thanks to Pete O'Keeffe for his long service to Faversham Foodbank as a volunteer and Trustee. As a trustee, he provided wisdom and reflective insight in supporting the community, the volunteers, and the staff.

As a result of resignations, the board are currently exploring the recruitment of additional trustees. The board has recently completed a skills audit and is identifying areas where we can strengthen and provide greater holistic support.

4. **Advisors**

Bank: Lloyds Bank plc
High Street
Whitstable
CT5 1BH

Insurers: Zurich Insurance

Accountants: Stephen Hill Mid Kent Limited
31-33 Albion Place
Sittingbourne Road
Maidstone
ME14 5DZ

5. **Related Organisations**

Faversham Foodbank is part of the Trussell Trust network and subscribes to the aims and mission of that charity. In return for the annual subscription, we receive guidance, training, and advice, The Trussell Trust produces an Operating Manual and operates a Data Collection System online, which benefits both ourselves and the Trussell Trust.

6. **Activities and Performance**

In setting its objectives and planning its activities, the Trustees have considered the Charity Commission's general guidance on public benefit.

The Faversham Foodbank is registered with the National Charity, the Trussell Trust.

A vision of Churches Together in Faversham, it evolved from December 2013, was formed in February 2014 and opened its doors to the public on April 9th 2014

Funds are raised through local churches, individual gifts, regular giving, fundraising activities, and grants.

Staffing Appointments

After Dr. David Stevens resigned, effective 31 March 2024, the Board of Trustees is pleased to announce the creation of a new role that expands upon the Warehouse Manager position to support the Foodbank's current operations. As a result, the board has appointed Joshua Rowlands as the Assistant Project Manager.

The board would like to express our deepest gratitude to David Stevens for his nearly five years of service to Faversham Foodbank as a volunteer and Warehouse Manager. We would also like to thank the Project Manager, Magdalen Deakins for her ongoing work for the Faversham community through the Foodbank.

Other Matters

As always, we thank Faversham Gospel Mission Church for continuing to allow us to use their building rent-free. We have continued to uphold our agreement from the previous year to contribute towards the running costs of the Mission, which can be seen in our financial report. Towards the end of 2023, we were informed that the Gospel Mission building would undergo extensive work and remodelling during the late spring and summer of 2024. The Project Manager worked on temporary plans to be out of the building during the proposed 12 weeks, and we extend our thanks to the Church of Our Lady of Mount Carmel (St Jude's) for offering to host us during this period.

Having decided previously that there was a need to relocate under one roof, the Board have looked at a number of properties. Whilst some were considered unsuitable, two were progressed. Despite detailed discussions and negotiations, however, regrettably in each case the owner accepted offers from elsewhere. The search continues.

The Foodbank is excited to announce that we have established a new partnership with Porchlight following the receipt of a generous grant from Trussell Trust. This grant will enable us to hire a dedicated Foodbank Link Worker to better serve our clients. Through this partnership, our clients will benefit from personalised, one-on-one support tailored to their specific financial needs. Additionally, we will be able to provide targeted referrals for individuals encountering prolonged challenges and difficulties. We are committed to working together to make a tangible difference in the lives of those we serve. The board would like to thank Magdalen and Jon Law (Trussell Trust) for their dedicated work on this matter, and we are hopeful that this will be a significant development in our work to eradicate food poverty.

The Foodbank has around 55 agencies on the DCS system for referrals, with 16 regular active referrers. This includes several KCC departments that are not allowed to refer directly to us, and there are probably a few for whom we no longer have valid contact details. Most referrals are made within the Foodbank and a small core group of agencies such as West Faversham, AgeUK, Faversham Umbrella and the National Citizen Advice Centre. The Trussell Trust is continuing discussions with Kent County Council to help them understand the e-referrals system and restore the ability of their front-line staff to issue Foodbank Vouchers to clients over the whole County.

The Foodbank continues to use additional resources and partnerships. Bank the Food is used for local engagement in donation support, and we have and will continue in partnership with the Fuel Bank Foundation, which allows us to issue fuel vouchers for those on prepayment meters; since entering the partnership, we have given 76 fuel bank vouchers via the Fuel Bank Foundation, which covers approximately 880 people.

Client Numbers

Clients with vouchers attend one of the three days we are open and are given sufficient food for three days, the amount depending on how many children and adults there are in the family. During busy periods such as December, the opening hours were extended by two hours. Clients within our community who receive a parcel are supported during client opening hours and provided with a parcel for food and essential living items. Tailored pastoral conversations provide reassurance and additional support that may include external referrals or signposting.

The demand for our service has varied throughout the year. The implementation of government-funded payments, such as winter fuel payments, has appeared to offer extra support to some individuals. Additionally, we believe that the availability of further support from organisations such as Citizens Advice, which has now reopened in town and is accessible by phone, has contributed to the stability and slight decrease in our numbers.

	Vouchers	Adults	Children	Total	Meals
1 Apr 2023– 31 st March 2024	1,102	2,107	1,377	3,484	31,356
1 st Apr 2022–31 st March 2023	1,153	2,195	1,447	3,642	32,778

Donated Goods

The Statement of Financial Activities includes the estimated value of food donated and used by the Foodbank. The estimated food value for the year has been calculated by weight using the Trussell Trust's average retail cost of £2.37 per kilogram.

The figures for stock weight were as follows:

c/fwd	8,182 Kg	as at 31 st March 2023
Food in	33,524 Kg	year to 31 st March 2024
Food out	31,176 Kg	year to 31 st March 2024
Food in hand	10,530 Kg	as at 31 st March 2024

7. Staff & Volunteers

The Foodbank currently employs two full-time staff members. The Project Manager oversees general operations, including volunteer management, while the Assistant Project Manager supports these operations, reporting to the Project Manager and has specific responsibilities including managing the warehouse and stock and handling administration.

Our database currently holds information for around 45 volunteers, with approximately a dozen more on a waiting list as we manage the current rotation of volunteers.

In response to ongoing developments and operational changes, continuous training has been provided to volunteers on safeguarding, human trafficking, assembly, and our DCS (database) system. The objective is to train the majority of volunteers in using tablets to access the DCS system and to provide advice and signpost additional support to clients.

8. Financial Performance

In addition to the ongoing financial support provided by Tesco, the Trustees are once again indebted to the generosity of individuals, churches, and community groups that supported the Foodbank during the year by making one-off and/or ongoing donations. At the end of March 2024 we received a grant of £31,000 from Trussel Trust to fund the Porchlight Partnership (£27,000 restricted and £4,000 towards general running costs).

The main expenditure items during the year were staff salaries, van rental and contributions towards utilities and cleaning at the Gospel Mission. As a result, our unrestricted cash and bank balances at the end of the year totalled £125,311, up from £123,608 at the start of the year.

The trustees continue to consider carefully and at length what initiatives the Foodbank should adopt to ensure the additional funds received since March 2020 can be used most effectively to benefit our clients.

9. Financial Management, Risk Analysis and Reserves Policy

The Foodbank's financial management is in the hands of the Trustees, who review the financial position regularly when the Treasurer or Chair reports details of cash receipts and payments at quarterly Trustee Meetings.

The Trustees agreed that the Foodbank would continue a Reserves Policy under which the potential running costs of the Foodbank for 12 months should be held considering all possible risks.

- Loss of Rent-Free Premises for The Foodbank Centre and Store
- Loss of Rent-Free Premises for The Warehouse

- Staff long-term illness
- Loss of income from Standing Order income (Regular Giving) due to ageing donors
- A contingency for unforeseen risks.

It was agreed during the year that the Reserve should increase to £40,000. Both this figure and the Policy generally will be reviewed regularly, and this sum will likely need to be increased during the current financial year.

10. Thanks & Acknowledgements

In conclusion, I am immensely grateful for the unwavering support we have received for the Foodbank. I extend a heartfelt thank you to the dedicated staff, selfless volunteers, our invaluable agency partners, and the incredibly generous wider community for their donations of both food and funds. Our mission is driven by the aspiration that one day, individuals and families within our community will no longer require our assistance. In the face of the adversities we are currently confronting, I am profoundly proud of the remarkable commitment exhibited by everyone involved with the Faversham Foodbank. Their extraordinary efforts have gone above and beyond to ensure that the people in our community have access to the vital support they require.

This report was approved by the Trustees and signed on their behalf by



Bethany Munn
Chair of Trustees, Faversham Foodbank

Date: 18.09.24



REGISTERED COMPANY NUMBER: CE001716 (England and Wales)
REGISTERED CHARITY NUMBER: 1158413

Stephen Hill
MID KENT

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024
FOR
FAVERSHAM FOODBANK
(A COMPANY LIMITED BY GUARANTEE)**

Stephen Hill Mid Kent Limited
31-33 Albion Place
Sittingbourne Road
Maidstone
Kent
ME14 5DZ

FAVERSHAM FOODBANK

**CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024**

	Page
Report of the Trustees	1
Independent Examiner's Report	2
Statement of Financial Activities	3
Balance Sheet	4 to 5
Notes to the Financial Statements	6 to 11
Detailed Statement of Financial Activities	12 to 13

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
FAVERSHAM FOODBANK**

Independent examiner's report to the trustees of Faversham Foodbank ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2024.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Peter Shillinglaw FCA

Stephen Hill Mid Kent Limited
31-33 Albion Place
Sittingbourne Road
Maidstone
Kent
ME14 5DZ

18 September 2024

FAVERSHAM FOODBANK
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2024

	Notes	Unrestricted fund £	Restricted fund £	31.3.24 Total funds £	31.3.23 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		137,531	27,000	164,531	164,941
EXPENDITURE ON					
Raising funds		75,648	-	75,648	86,461
Other		54,227	-	54,227	37,607
Total		<u>129,875</u>	<u>-</u>	<u>129,875</u>	<u>124,068</u>
NET INCOME		7,656	27,000	34,656	40,873
RECONCILIATION OF FUNDS					
Total funds brought forward		151,895	-	151,895	111,022
TOTAL FUNDS CARRIED FORWARD		<u><u>159,551</u></u>	<u><u>27,000</u></u>	<u><u>186,551</u></u>	<u><u>151,895</u></u>

The notes form part of these financial statements

FAVERSHAM FOODBANK

**BALANCE SHEET
31 MARCH 2024**

	Notes	Unrestricted fund £	Restricted fund £	31.3.24 Total funds £	31.3.23 Total funds £
FIXED ASSETS					
Tangible assets	6	9,983	-	9,983	12,420
CURRENT ASSETS					
Stocks	7	24,956	-	24,956	19,392
Debtors	8	299	-	299	236
Cash at bank and in hand		125,371	27,000	152,371	123,608
		<u>150,626</u>	<u>27,000</u>	<u>177,626</u>	<u>143,236</u>
CREDITORS					
Amounts falling due within one year	9	(1,058)	-	(1,058)	(3,761)
NET CURRENT ASSETS					
		<u>149,568</u>	<u>27,000</u>	<u>176,568</u>	<u>139,475</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		159,551	27,000	186,551	151,895
NET ASSETS					
		<u>159,551</u>	<u>27,000</u>	<u>186,551</u>	<u>151,895</u>
FUNDS					
	10			159,551	151,895
Unrestricted funds				27,000	-
Restricted funds					
TOTAL FUNDS					
				<u>186,551</u>	<u>151,895</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2024.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2024 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

FAVERSHAM FOODBANK

BALANCE SHEET - continued
31 MARCH 2024

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 18 September 2024 and were signed on its behalf by:

B Munn - Trustee

A handwritten signature in black ink, appearing to be the initials 'B Munn', written in a cursive style.

The notes form part of these financial statements

FAVERSHAM FOODBANK

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 10% on cost
Computer equipment	- 33% on cost

Stocks

The closing stock has been valued at the cost of which it had been received as a donation. The value relates to 10,530kg of food at £2.37 per kg.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

FAVERSHAM FOODBANK

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2024**

2. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.3.24	31.3.23
Depreciation - owned assets	£	£
	2,736	2,637
	<u> </u>	<u> </u>

3. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2024 nor for the year ended 31 March 2023.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2024 nor for the year ended 31 March 2023.

4. STAFF COSTS

The average monthly number of employees during the year was as follows:

Employees	31.3.24	31.3.23
	2	2
	<u> </u>	<u> </u>

No employees received emoluments in excess of £60,000.

5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	164,941	-	164,941
	<u> </u>	<u> </u>	<u> </u>
EXPENDITURE ON			
Raising funds	86,461	-	86,461
Other	37,607	-	37,607
Total	<u>124,068</u>	<u> </u>	<u>124,068</u>
NET INCOME	40,873	-	40,873
RECONCILIATION OF FUNDS			
Total funds brought forward	111,022	-	111,022
TOTAL FUNDS CARRIED FORWARD	<u>151,895</u>	<u> </u>	<u>151,895</u>

FAVERSHAM FOODBANK

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2024**

6. TANGIBLE FIXED ASSETS	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1 April 2023	24,195	659	24,854
Additions	-	299	299
At 31 March 2024	<u>24,195</u>	<u>958</u>	<u>25,153</u>
DEPRECIATION			
At 1 April 2023	12,098	336	12,434
Charge for year	2,419	317	2,736
At 31 March 2024	<u>14,517</u>	<u>653</u>	<u>15,170</u>
NET BOOK VALUE			
At 31 March 2024	<u>9,678</u>	<u>305</u>	<u>9,983</u>
At 31 March 2023	<u>12,097</u>	<u>323</u>	<u>12,420</u>
7. STOCKS			
Stocks		31.3.24 £ 24,956	31.3.23 £ 19,392
8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR			
Prepayments		31.3.24 £ 299	31.3.23 £ 236

FAVERSHAM FOODBANK

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2024**

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.24	31.3.23
Trade creditors	£	£
Social security and other taxes	-	2,861
Pensions Payable	45	-
Accrued expenses	113	-
	<u>900</u>	<u>900</u>
	<u>1,058</u>	<u>3,761</u>

10. MOVEMENT IN FUNDS

	At 1.4.23	Net movement in funds	At 31.3.24
	£	£	£
Unrestricted funds			
General fund	151,895	7,656	159,551
Restricted funds			
General Fund - Restricted	-	27,000	27,000
TOTAL FUNDS	<u>151,895</u>	<u>34,656</u>	<u>186,551</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	137,531	(129,875)	7,656
Restricted funds			
General Fund - Restricted	27,000	-	27,000
TOTAL FUNDS	<u>164,531</u>	<u>(129,875)</u>	<u>34,656</u>

Comparatives for movement in funds

	At 1.4.22	Net movement in funds	At 31.3.23
	£	£	£
Unrestricted funds			
General fund	111,022	40,873	151,895
TOTAL FUNDS	<u>111,022</u>	<u>40,873</u>	<u>151,895</u>

FAVERSHAM FOODBANK

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2024**

10. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	164,941	(124,068)	40,873
TOTAL FUNDS	<u>164,941</u>	<u>(124,068)</u>	<u>40,873</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.22 £	Net movement in funds £	At 31.3.24 £
Unrestricted funds			
General fund	111,022	48,529	159,551
Restricted funds			
General Fund - Restricted	-	27,000	27,000
TOTAL FUNDS	<u>111,022</u>	<u>75,529</u>	<u>186,551</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	302,472	(253,943)	48,529
Restricted funds			
General Fund - Restricted	27,000	-	27,000
TOTAL FUNDS	<u>329,472</u>	<u>(253,943)</u>	<u>75,529</u>

FAVERSHAM FOODBANK

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2024**

11. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2024.

FAVERSHAM FOODBANK
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2024

	31.3.24	31.3.23
	£	£
INCOME AND ENDOWMENTS		
Donations and legacies		
Gift aid		
Grants	4,132	11,128
Church and group donations	1,250	8,439
Public donations	7,113	2,320
Volunteer and staff donations	35,899	48,490
Events and fundraising	204	175
Tesco contribution/collection	-	1,332
Bank interest received	3,817	3,445
Food donated	113	20
Corporate Donations	79,453	89,592
Trussell Trust	1,500	-
	<u>31,050</u>	<u>-</u>
	164,531	164,941
Total incoming resources	<u>164,531</u>	<u>164,941</u>
	164,531	164,941
EXPENDITURE		
Other trading activities		
Opening stock		
Food Donated	19,392	13,247
Non Food Purchases	79,451	89,592
Closing stock	1,761	3,014
	<u>(24,956)</u>	<u>(19,392)</u>
	75,648	86,461
Other		
Wages		
Pensions	33,287	19,275
Insurance	639	33
Postage and stationery	937	699
Food purchased	449	373
Telephone	1,695	51
Subscriptions	231	270
Networking	-	165
Repairs and renewals	-	413
Sundries	628	370
Travel	119	145
Uniforms	138	533
Cleaning	-	83
Light & Heat	1,918	1,843
Carried forward	2,839	2,688
	<u>42,880</u>	<u>26,941</u>

This page does not form part of the statutory financial statements

FAVERSHAM FOODBANK

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2024**

	31.3.24	31.3.23
Other	£	£
Brought forward		
Motor Vehicle Expenses	42,880	26,941
Lease of Van	942	1,006
Training and Safeguarding	4,836	5,643
	1,932	-
	50,590	33,590
Support costs		
Finance		
Fixtures and fittings		
Computer equipment	2,420	2,420
	317	217
	2,737	2,637
Governance costs		
Accountancy fees	900	1,380
Total resources expended	129,875	124,068
Net income	34,656	40,873

This page does not form part of the statutory financial statements

FAVERSHAM FOODBANK

England & Wales - Charity number 1158413

Accounts



**Annual Review and Accounts
For the year ending 31st March 2023**

Registered Charity No. 1158413

Charitable Incorporated Organisation

Trustees' Report for the period ended

31st March 2023

The Trustees present their Annual Report and Financial Statements for the period ended 31st March 2023

The Charity

This is constituted as a Charitable Incorporated Organisation and not having a share capital.

The principal governing document is the CIO Foundation Model.

Charity Number

The charity is registered with the Charity Commission No. 1158413

The Principal and Registered Address

The Gospel Mission Church

Tanners Street

Faversham

Kent

ME13 7JL

Contents

1. Objects
2. Public Benefits Statement
3. Board of Trustees
4. Advisors
5. Related Organisations
6. Activities & Performance
7. Staff & Volunteers
8. Financial Performance
9. Financial Management, Risk Analysis and Reserves Policy
10. Thanks & Acknowledgements

1. Objects

The Objects of the charity are to relieve persons in Faversham and surrounding areas who are in conditions of need, hardship, or distress in such ways as the trustees from time-to-time think fit.

2. Public Benefit Statement

The trustees of the Faversham Foodbank confirm that they have complied with their duty under section 17(5) of the Charities Act 2011 to have regard to the Charity Commissioner's guidance on public benefit and that the public benefit requirement has informed the activities of the society in the period to 31st March 2023.

3. Board of Trustees

The Trustees are the members of the Charity. The Board of Trustees recruit and appoints future trustees following the Charity's Constitution.

Members of the Board of Trustees during the year are listed below.

- Bethany Munn – Chair (Appointed 1.4.2021 for three years)
- Tim Bishop – Treasurer/Secretary
- Laura Conium (appointed: 11.2.21 for three years)
- Sue Lamberton (appointed: 11.2.21 for three years)
- Dominic Man (Stepped down on 19.10.22)
- Iris Neel (appointed 9.11.2021 for three years)
- Peter O'Keeffe (appointed 9.11.2021 for three years)
- Hannah Perkin (appointed: 11.2.21 for three years)

On behalf of the Board of Trustees, we express thanks to Dominic Man for his long service to Faversham Foodbank as a volunteer and Trustee. As a trustee, he provided wisdom and reflective insight in supporting the community, the volunteers, and the staff. In addition, Dominic served as our representative to churches together in Faversham, and Dr David Stevens (Warehouse Manager) has stepped in as the foodbank representative for Christians/Churches Together in Faversham.

As a result of Dominic's resignation, the board are currently exploring the recruitment of additional trustees. The board has recently completed a skills audit and is identifying areas where we can strengthen and provide greater holistic support.

4. Advisors

Bank: Lloyds Bank plc
High Street
Whitstable
CT5 1BH

Insurers: Zurich Insurance

Accountants: Stephen Hill Mid Kent Limited
31-33 Albion Place
Sittingbourne Road
Maidstone
ME14 5DZ

5. Related Organisations

Faversham Foodbank is part of the Trussell Trust network and subscribes to the aims and mission of that charity. In return for the annual subscription, we receive guidance, training, and advice, The Trussell Trust produces an Operating Manual and operates a Data Collection System online, which benefits both ourselves and the Trussell Trust.

6. Activities and Performance

In setting its objectives and planning its activities, the Trustees have considered the Charity Commission's general guidance on public benefit.

The Faversham Foodbank is registered with the National Charity, the Trussell Trust.

A vision of Churches Together in Faversham, it evolved from December 2013, was formed in February 2014 and opened its doors to the public on April 9th 2014

Funds are raised through local churches, individual gifts, regular giving, fundraising activities, and grants.

Staffing Appointments

Upon the retirement of Stephen Palmer on the 31st of January 2023, the Board of Trustees was pleased to appoint Magdalen Deakin as the permanent Project Manager, effective 19th December 2022. Magdalen shadowed Stephen for six weeks before commencing sole responsibility for the food bank operations.

The board would like to extend our deepest gratitude to Stephen Palmer for his almost decade-long service to Faversham Foodbank as volunteer, warehouse manager and most recently, project manager. The board would like to extend their thanks for the work that both Stephen and David have done during the year, much of which goes beyond their employment

and is often unseen. In addition, we thank Magdalen for the work she has begun in the busiest year and months that the foodbank has seen.

Other Matters

In the latter section of the report, you will read the exact figures for this financial year but it will be of no surprise that there has been a significant increase in demand. As in previous years, the foodbank continues to adapt and evolve in response to the community's needs and the current social and financial environment. Such developments occurred during this period and some post year.

Due to the increase in demand and feedback from clients and referral agencies, it was agreed that from 5th December 2022; the foodbank would open on a Monday evening for an hour and a half.

We thank Faversham Gospel Mission Church for continuing to allow us to use their building rent-free. After agreement from the board of trustees in September 2022, a consultation with the Gospel Mission took place regarding contributing towards the running costs of the building; the board agreed that, backdated to April 2022, the foodbank would contribute towards utility bills and continue to pay for one of the two cleaning sessions in the building each week.

Having heard of the challenges and constraints that the increase in demand was having on the operations of the foodbank, in September 2022 the board of trustees began discussing the viability of our current premises. The rise in demand has meant that warehouse operations have increased significantly, having to move stock throughout the week from Macknade to the Gospel Mission. In addition, the lift within the building does not cope with the increased activity of our operation adding significant workload and causing health and safety risks to our staff and volunteer team. The board concluded that, if possible, the foodbank's operations should be brought under one roof. Even if the Gospel Mission building was available as a whole it does not provide enough workable space and therefore a decision was made to commence searching for a more suitable property. A small group consisting of Beth Munn (Chair), Tim Bishop (Treasurer), Magdalen Deakins (Project Manager) and David Stevens (Warehouse Manager) have been tasked with identifying potential properties and appraising the practical suitability and financial viability of each before reporting back to the board.

The foodbank has 55 agencies on the DCS system for referrals, with 21 regular active referrers. This includes several KCC departments that are not allowed to refer directly to us, and there are probably a few for whom we no longer have valid contact details. Most referrals are made within the Foodbank and a small core group of agencies such as West Faversham, Age UK, Faversham Umbrella and the national citizen advice centre.

The Trussell Trust is continuing the discussion with Kent County Council to help them understand the e-referrals system and restore the ability of their front-line staff to issue Foodbank Vouchers to clients over the whole County.

The foodbank continues to use additional resources and partnerships. Bank the Food is used for local engagement in donation support, and we have and will continue in partnership with the Fuel Bank Foundation, allowing us to issue fuel vouchers for those on prepayment meters;

since entering the partnership, we have given 76 fuel bank vouchers via the Fuel Bank Foundation which covers approximately 880 people.

Van

The acquisition of a van has been a long-term goal for the Foodbank, and in October 2022, we acquired an electric van on lease. This is used by the Warehouse Manager for collection and transporting stock. There is a hope to use the van for fresh food deliveries and other deliveries in the future.

Assemble

The integration of Assemble commenced with Charlotte White taking the lead for coordination and training of the system into our operations. Assemble will streamline communication, clarify operation systems and enable volunteers to be active in their availability and support towards the food bank.

In consultation with Trussell Trust and the Board of Trustees, 11 new policies were commissioned and published on 1st June 2022. These were:

- Bereavement Policy
- Complaints Policy
- Data Protection Policy
- Delivery Policy
- Equal Opportunities Policy
- Inclusion Policy
- Lone Working Policy
- Safe Recruitment
- Social Media Policy
- IT and Communications Policy
- Management Terms of Reference

All policies have been made available on our website allowing public access.

The Chair and members of the Board of Trustees completed a governance health check in January 2023 and received the results in March, passing with suggested recommendations for improvements. Such review has set in motion plans to create a governance 5-year plan which will include a budget and development suggestions for the management to consider. Such plans will be done post-year and available at the next Annual General Meeting.

Client Numbers

Clients with vouchers attend one of the three days we are open and are given sufficient food for three days, the amount depending on how many children and adults there are in the family. During busy periods such as in December, the opening hours were extended by two hours. Clients within our community who receive a parcel are also given other essential living items and receive tailored pastoral conversations providing reassurance and additional support that may include external referrals or signposting.

Demand for our services increased during the year, seeing the busiest session and months in the foodbank's history. This is, of course, due to the widespread effect of the cost-of-living crisis. The table below shows an increase of 28% in vouchers fulfilled and 37% in total meals supplied annually. Additional data highlights the significant increase in demand from the last two months of the financial year, creating a picture of the impact on the community. February showed a 52% increase in vouchers fulfilled (55% on meals) compared to February 2022, and March a 44% increase (47% on meals) compared to March 2022.

	Vouchers	Adults	Children	Total	Meals
1 Apr 2022– 31 March 2023	1,153	2,195	1,447	3,642	32,778
1 Apr 2021– 31 March 2022	900	1,595	1,065	2,660	23,940

Donated Goods

The Statement of Financial Activities includes the estimated value of food donated and used by the Foodbank. The estimated value of food for the year has been calculated by weight using the Trussell Trust's average retail cost of £2.37 per kilogram.

The figures for stock weight were as follows.

C/fwd. 7,569.63 kg 31st March 2022

Food in 37,802.68 kg - year to 31st March 2023

Food out 37,190.08 kg - year to 31st March 2023

Food in hand 8,182.23 kg 31st March 2023

The volume of food distributed increased by 9,748.76 kg (+35.5%) as compared to the previous year.

7. Staff & Volunteers

The Foodbank employs two members of staff part-time. The Project Manager runs the general operations focusing on the distribution side. The Warehouse Manager reports to the Project Manager and is responsible for the warehouse volunteers and operations. There are currently over 70 volunteers on our database, with a dozen on a waiting list as we manage the current rotation of volunteers.

Due to the ongoing developments and changes in operations, there has been continuous training provided for volunteers on safeguarding, human trafficking, Assemble and for training on our DCS (database) system, with the aim of the majority of volunteers trained in using the tablets accessing the DCS system as well as advising and signposting additional support to the clients.

8. Financial Performance

In addition to the ongoing financial support provided by Tesco, the trustees are once again indebted to the generosity of individuals, churches, local businesses and community groups in supporting the Foodbank during the year by making one-off and/or ongoing donations. A substantial gift aid claim covering over three years added substantially to our income.

The main expenditure items during the year were staff salaries, the van, the provision of non food kitchen equipment in the joint initiative with Faversham SVP, cleaning and utilities. As a result, our cash and bank balances at the end of the year totalled £123,608, up from £83,089 at the start of the year.

The trustees continue to consider carefully and at length what initiatives the Foodbank should adopt to ensure the additional funds received since March 2020 can be used most effectively to benefit our clients.

9. Financial Management, Risk Analysis and Reserves Policy

The financial management of the Foodbank is in the hands of the Trustees, who review the financial position regularly when the Treasurer or Chair reports details of cash receipts and payments at quarterly Trustee Meetings. The management team is kept informed at their regular meetings.

The trustees agreed that the foodbank would continue a Reserves Policy under which the potential running costs of the Foodbank for 12 months should be held considering the possible risks of:

- Loss of Rent-Free Premises for The Foodbank Centre and Store
- Loss of Rent-Free Premises for The Warehouse
- Staff long-term illness
- Loss of income from Standing Order income (Regular Giving) due to ageing donors
- A contingency for unforeseen risks.

It was agreed during the year that the sum held under the policy should increase from £22,000 to £35,000. Both this figure and the Policy generally will be reviewed regularly, and it is likely this sum will need to be increased during the current financial year.

10. Thanks & Acknowledgements

As this report concludes and I once again reflect on the period it covers, I would like to acknowledge further and thank all those who give their time supporting the Foodbank. The trustees are indebted

to the staff, volunteers, our agency partners and the broader community for their continued support of food and monetary donations. We give and support in the hope that individuals and families may, one day, no longer need us. While the current state of affairs has shaped not only the national picture of poverty but the local one, I am proud of the work that all partners of the foodbank in Faversham do, going above and beyond to ensure that individuals within our community have the support they need.

This report was approved by the trustees and signed on their behalf by

A handwritten signature in black ink, appearing to be 'bm', written in a cursive style.

Bethany Munn
Chair of Trustees, Faversham Foodbank

Date: 15th June 2023



REGISTERED COMPANY NUMBER: CE001716 (England and Wales)
REGISTERED CHARITY NUMBER: 1158413
Stephen Hill
MID KENT

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023
FOR
FAVERSHAM FOODBANK
(A COMPANY LIMITED BY GUARANTEE)**

Stephen Hill Mid Kent Limited
31-33 Albion Place
Sittingbourne Road
Maidstone
Kent
ME14 5DZ

FAVERSHAM FOODBANK

**CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

	Page
Report of the Trustees	1
Independent Examiner's Report	2
Statement of Financial Activities	3
Balance Sheet	4 to 5
Notes to the Financial Statements	6 to 11
Detailed Statement of Financial Activities	12 to 13

FAVERSHAM FOODBANK
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2023. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

CE001716 (England and Wales)

Registered Charity number

1158413

Registered office

C/O Gospel Mission
Tanners Street
Faversham
Kent
ME13 7JL

Trustees

B Munn Chair
T R Bishop Treasurer
I Neel Trustee
D Man Trustee (resigned 19.10.22)
P O'Keeffe Trustee
L Coniam Trustee
S Lamberton Trustee
H Perkin Trustee

Independent Examiner

Peter Shillinglaw FCA
Stephen Hill Mid Kent Limited
31-33 Albion Place
Sittingbourne Road
Maidstone
Kent
ME14 5DZ

Approved by order of the board of trustees on 15 June 2023 and signed on its behalf by:



B Munn - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
FAVERSHAM FOODBANK**

Independent examiner's report to the trustees of Faversham Foodbank ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2023.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Peter Shillinglaw FCA

Stephen Hill Mid Kent Limited
31-33 Albion Place
Sittingbourne Road
Maidstone
Kent
ME14 5DZ

15 June 2023

FAVERSHAM FOODBANK
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2023

	Notes	31.3.23 Unrestricted fund £	31.3.22 Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies		164,941	80,349
		<hr/>	<hr/>
EXPENDITURE ON			
Raising funds		86,461	48,063
Other		37,607	30,309
		<hr/>	<hr/>
Total		124,068	78,372
		<hr/>	<hr/>
NET INCOME		40,873	1,977
 RECONCILIATION OF FUNDS			
Total funds brought forward		111,022	109,045
		<hr/>	<hr/>
TOTAL FUNDS CARRIED FORWARD		<u>151,895</u>	<u>111,022</u>

The notes form part of these financial statements

FAVERSHAM FOODBANK

**BALANCE SHEET
31 MARCH 2023**

	Notes	31.3.23 Unrestricted fund £	31.3.22 Total funds £
FIXED ASSETS			
Tangible assets	6	12,420	14,758
CURRENT ASSETS			
Stocks	7	19,392	13,247
Debtors	8	236	358
Cash at bank and in hand		123,608	83,089
		<u>143,236</u>	<u>96,694</u>
CREDITORS			
Amounts falling due within one year	9	(3,761)	(430)
NET CURRENT ASSETS		<u>139,475</u>	<u>96,264</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>151,895</u>	<u>111,022</u>
NET ASSETS		<u>151,895</u>	<u>111,022</u>
FUNDS	10		
Unrestricted funds		<u>151,895</u>	<u>111,022</u>
TOTAL FUNDS		<u>151,895</u>	<u>111,022</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

FAVERSHAM FOODBANK

BALANCE SHEET - continued
31 MARCH 2023

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 15 June 2023 and were signed on its behalf by:

A handwritten signature in black ink, appearing to be 'B Munn', written in a cursive style.

B Munn - Trustee

The notes form part of these financial statements

FAVERSHAM FOODBANK

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 10% on cost
Computer equipment	- 33% on cost

Stocks

The closing stock has been valued at the cost of which it had been received as a donation. The value relates to 8,182.23kg of food at £2.37 per kg.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

FAVERSHAM FOODBANK

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023**

2. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.3.23	31.3.22
	£	£
Depreciation - owned assets	<u>2,637</u>	<u>2,621</u>

3. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2023 nor for the year ended 31 March 2022.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2023 nor for the year ended 31 March 2022.

4. STAFF COSTS

The average monthly number of employees during the year was as follows:

	31.3.23	31.3.22
Employees	<u>2</u>	<u>2</u>

No employees received emoluments in excess of £60,000.

5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £
INCOME AND ENDOWMENTS FROM	
Donations and legacies	<u>80,349</u>
EXPENDITURE ON	
Raising funds	48,063
Other	<u>30,309</u>
Total	<u>78,372</u>
NET INCOME	1,977
RECONCILIATION OF FUNDS	
Total funds brought forward	109,045
TOTAL FUNDS CARRIED FORWARD	<u>111,022</u>

FAVERSHAM FOODBANK

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023**

6. TANGIBLE FIXED ASSETS	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1 April 2022	24,195	609	24,804
Additions	-	299	299
Disposals	-	(249)	(249)
	<u>24,195</u>	<u>659</u>	<u>24,854</u>
At 31 March 2023	<u>24,195</u>	<u>659</u>	<u>24,854</u>
DEPRECIATION			
At 1 April 2022	9,678	368	10,046
Charge for year	2,420	217	2,637
Eliminated on disposal	-	(249)	(249)
	<u>12,098</u>	<u>336</u>	<u>12,434</u>
At 31 March 2023	<u>12,098</u>	<u>336</u>	<u>12,434</u>
NET BOOK VALUE			
At 31 March 2023	<u>12,097</u>	<u>323</u>	<u>12,420</u>
At 31 March 2022	<u>14,517</u>	<u>241</u>	<u>14,758</u>
7. STOCKS		31.3.23	31.3.22
		£	£
Stocks		<u>19,392</u>	<u>13,247</u>
8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		31.3.23	31.3.22
		£	£
Prepayments		<u>236</u>	<u>358</u>

FAVERSHAM FOODBANK

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023**

9.	CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	31.3.23	31.3.22
		£	£
	Trade creditors	2,861	70
	Accrued expenses	900	360
		<u>3,761</u>	<u>430</u>

10.	MOVEMENT IN FUNDS		Net movement in funds	At 31.3.23
		At 1.4.22		£
		£	£	£
	Unrestricted funds			
	General fund	111,022	40,873	151,895
		<u>111,022</u>	<u>40,873</u>	<u>151,895</u>
	TOTAL FUNDS	<u>111,022</u>	<u>40,873</u>	<u>151,895</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	164,941	(124,068)	40,873
	<u>164,941</u>	<u>(124,068)</u>	<u>40,873</u>
TOTAL FUNDS	<u>164,941</u>	<u>(124,068)</u>	<u>40,873</u>

Comparatives for movement in funds

	At 1.4.21	Net movement in funds	At 31.3.22
	£	£	£
Unrestricted funds			
General fund	109,045	1,977	111,022
	<u>109,045</u>	<u>1,977</u>	<u>111,022</u>
TOTAL FUNDS	<u>109,045</u>	<u>1,977</u>	<u>111,022</u>

FAVERSHAM FOODBANK
NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023

10. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	80,349	(78,372)	1,977
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>80,349</u>	<u>(78,372)</u>	<u>1,977</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.21 £	Net movement in funds £	At 31.3.23 £
Unrestricted funds			
General fund	109,045	42,850	151,895
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>109,045</u>	<u>42,850</u>	<u>151,895</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	245,290	(202,440)	42,850
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>245,290</u>	<u>(202,440)</u>	<u>42,850</u>

FAVERSHAM FOODBANK
NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023

11. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2023.

FAVERSHAM FOODBANK
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2023

	31.3.23	31.3.22
	£	£
INCOME AND ENDOWMENTS		
Donations and legacies		
Gifts	-	2
Gift aid	11,128	-
Grants	8,439	-
Church and group donations	2,320	520
Public donations	48,490	30,904
Volunteer and staff donations	175	270
Events and fundraising	1,332	265
Tesco contribution/collection	3,445	1,659
Bank interest received	20	1
Food donated	89,592	46,728
	164,941	80,349
Total incoming resources	164,941	80,349
EXPENDITURE		
Other trading activities		
Opening stock	13,247	15,804
Food Donated	89,592	44,815
Non Food Purchases	3,014	691
Closing stock	(19,392)	(13,247)
	86,461	48,063
Other		
Wages	19,275	12,194
Pensions	33	-
Insurance	699	455
Postage and stationery	373	1,690
Food purchased	51	7,599
Telephone	270	127
Subscriptions	165	178
Networking	413	-
Repairs and renewals	370	635
Sundries	145	845
Donations	-	3,000
Travel	533	-
Uniforms	83	244
Cleaning	1,843	-
Light & Heat	2,688	-
Carried forward	26,941	26,967

This page does not form part of the statutory financial statements

FAVERSHAM FOODBANK

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2023**

	31.3.23	31.3.22
	£	£
Other		
Brought forward	26,941	26,967
Motor Vehicle Expenses	1,006	-
Lease of Van	5,643	-
	<u>33,590</u>	<u>26,967</u>
Support costs		
Finance		
Fixtures and fittings	2,420	2,420
Computer equipment	217	202
	<u>2,637</u>	<u>2,622</u>
Governance costs		
Accountancy fees	1,380	720
	<u>124,068</u>	<u>78,372</u>
Total resources expended	<u>124,068</u>	<u>78,372</u>
Net income	<u>40,873</u>	<u>1,977</u>

This page does not form part of the statutory financial statements

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
FAVERSHAM FOODBANK**

Independent examiner's report to the trustees of Faversham Foodbank ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2023.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Peter Shillinglaw FCA

Stephen Hill Mid Kent Limited
31-33 Albion Place
Sittingbourne Road
Maidstone
Kent
ME14 5DZ

15 June 2023

FAVERSHAM FOODBANK

England & Wales - Charity number 1158413

Accounts



Annual Review and Accounts

For the year ending 31st March 2022

Registered Charity No. 1158413

Charitable Incorporated Organisation

Trustees' Report for the period ended

31st March 2022

The Trustees present their Annual Report and Financial Statements for the period ended 31st March 2022

The Charity

This is constituted as a Charitable Incorporated Organisation and not having a share capital.

The principal governing document is the CIO Foundation Model.

Charity Number

The charity is registered with the Charity Commission No. 1158413

The Principal and Registered Address

The Gospel Mission Church

Tanners Street

Faversham

Kent

ME13 7JL

Contents

1. Objects
2. Public Benefits Statement
3. Board of Trustees
4. Advisors
5. Related Organisations
6. Activities & Performance
7. Staff & Volunteers
8. Financial Performance
9. Financial Management, Risk Analysis and Reserves Policy
10. Thanks & Acknowledgements

1. Objects

The Objects of the charity are to relieve persons in Faversham and surrounding areas who are in conditions of need, hardship, or distress in such ways as the trustees from time-to-time think fit.

2. Public Benefit Statement

The trustees of the Faversham Foodbank confirm that they have complied with their duty under section 17(5) of the Charities Act 2011 to have regard to the Charity Commissioner's guidance on public benefit and that the public benefit requirement has informed the activities of the society in the period to 31st March 2022.

3. Board of Trustees

The Trustees are the members of the Charity. The Board of Trustees recruit and appoint future trustees in accordance with the Charity's Constitution. Members of the Board of Trustees during the year are listed below.

- Bethany Munn – Chair (Appointed 1.4.2021 for three years)
- Tim Bishop – Treasurer/Secretary
- Iris Neel (appointed 9.11.2021 for three years)
- Dominic Man (appointed 9.11.2021 for three years)
- Peter O'Keeffe (appointed 9.11.2021 for three years)
- Sue Lamberton (appointed: 11.2.21 for three years)
- Hannah Perkin (appointed: 11.2.21 for three years)
- Laura Conium (appointed: 11.2.21 for three years)

4. Advisors

Bank: Lloyds Bank plc
High Street
Whitstable
CT5 1BH

Insurers: Zurich Insurance

Accountants: Stephen Hill Mid Kent limited
31-33 Albion Place
Sittingbourne Road
Maidstone
ME14 5DZ

5. Related Organisations

Faversham Foodbank is part of the Trussell Trust network and subscribes to the aims and mission of that charity. In return for the annual subscription, we receive guidance, training and advice, The Trussell Trust produces an Operating Manual and operates a Data Collection System online which benefits both ourselves and the Trussell Trust.

6. Activities and Performance

In setting its objectives and planning its activities the Trustees have considered the Charity Commission's general guidance on public benefit.

The Faversham Foodbank is registered with the National Charity the Trussell Trust.

A vision of Churches Together in Faversham, it evolved from December 2013, was formed in February 2014 and opened its doors to the public on April 9th 2014

Funds are raised through local churches, individual gifts, regular giving, fundraising activities, and grants.

Covid-19 Coronavirus

During last year's AGM the Board of Trustees acknowledged the incredible work that the Foodbank did during the pandemic to remain open and as constant support to our community during the uncertain times. We continue our thanks into this year and thank all staff and volunteers for keeping the community safe and supported in the provision of food. While our policies and procedures for covid have begun to loosen we remain committed as always to serving our community.

Staffing Appointments

The Board of Trustees were pleased to appoint Stephen Palmer as the permanent Project Manager (part-time) with effect from 1st August 2021.

After Hannah Douglas (Interim Warehouse Manager) resigned with effect from 30th June 2021, a recruitment process was undertaken which resulted in the appointment of David Stevens as permanent Warehouse Manager (part-time) with effect from 1st October 2021.

The board would like to extend their thanks for the work that both Stephen and David have done during the year, much of which goes beyond their employment and often is unseen.

Other Matters

Clients with vouchers attend one of the two days we are open and are given sufficient food for three days, the amount depending on how many children and adults there are in the family. The Foodbank maintained practice as usual despite many changes, remaining open on Wednesday and Friday afternoons. During the busy periods such as December the opening hours were extended by two hours.

During the year the Chair of Trustees undertook a review of the Foodbank's policies which resulted in two existing policies (Health & Safety and Safeguarding) being updated. In consultation with Trussell Trust and the Board of Trustees, 11 new policies were commissioned and published post year on 1st June 2022. These were:

- Bereavement Policy
- Complaints Policy
- Data Protection Policy
- Delivery Policy
- Equal Opportunities Policy
- Inclusion Policy
- Lone Working Policy
- Safe Recruitment
- Social Media Policy
- IT and Communications Policy
- Management Terms of Reference

All policies will be made available on our website allowing public access.

We send our thanks to Faversham Gospel Mission Church for their continued kindness this year once again allowing us to remain rent free. We have, in the last month, worked with the Gospel Mission to pay for one of the two cleaning sessions that takes place in the building each week.

We currently work with 54 agencies listed on the DCS system though this includes several KCC departments that at present are not allowed to refer direct to us and there are probably a few that we no longer have valid contact details for. Most referrals continue to come from a small core of agencies including the National 'Help Through Hardship' line manned by CA staff. Almost all the Primary Schools in our area are now able to refer families. The Trussell Trust are currently in discussions with Kent County Council to help them understand the e-referrals system and restore the ability for their front-line staff to issue Foodbank Vouchers to clients over the whole County.

The impact of covid-19 on our referral agencies continued, with the Citizens Advice Bureau remaining closed for half of the year and many agencies feeling the weight and pressure of emerging from the pandemic. It was pleasing that for the second part of the year we saw a shift whereby most agencies were able to return to supporting the community. We do however continue to recognise the significant impact Covid-19 had on all our referral agencies

and clients and Stephen continues to work closely with them to ensure and maintain our work together.

Veg Boxes

At the end of December 2021, our veg box partnership with 'The Yard' came to an end as it's popularity amongst our clients and the increase in their number, meant the additional workload created for Eleanor and her staff was not sustainable. We are thankful to the staff at the Yard for their support over the period. We have tried to find an alternative partner but so far, none of the other local veg box providers have been willing to partner us.

Bank The Food

In February 2022 the Foodbank joined an app called 'Bank the Food' where the public can see the list of stock items we are low on with the aim of directly donating what we need. This has proven successful and post-year-end data revealed that 200 people now follow us on the app. The Board of Trustees are grateful to those who have had a hand in setting up and maintaining the app.

Van

The acquisition of a van has been a long-term goal for the Foodbank and, upon being appointed Warehouse Manager, David Stevens has worked with Stephen Palmer and Tim Bishop to research and finalise an acquisition. Post year we have entered into a three-year lease on an electric Toyota van but due to manufacturing delays it is not due to arrive until November at the earliest. Local charging points will be used for charging and plans are in development to look for a permanent place to leave and charge the van. This will be a huge benefit to the working of the Foodbank especially in moving stock from Macknade to the Gospel Mission and in large collections around Harvest and Christmas. It will also allow us to consider undertaking the delivery of veg boxes provided externally.

Red Zebra

In December 2021 we joined a partnership with Red Zebra (a social prescriber charity funded by the NHS) An individual from the organisation attends one of our Friday sessions each month to meet and connect with our clients. This has been well received by those clients who have taken up the opportunity to talk to her.

Fuel Bank

In December 2021 we entered a partnership with the Fuel Bank Foundation allowing us to issue fuel vouchers for those on prepayment meters since when we have issued an average of five vouchers per month.

Assemble

Towards the end of the year we approached Trussell Trust to be included in the next tranche of the roll out of its Assemble volunteer management software and this is due to go ahead later this month.

Client Numbers

Demand for our services continued to increase during the year primarily as a result of people still being affected by the pandemic and also due to increases in the cost of living. The figures below show there has been an increase of 16% in the numbers of meals provided and an increase of 23.7% in the number of vouchers we have fulfilled.

Period 01.04.20 to 31.03/21

Vouchers: 729
Adults: 1,279
Children: 997
Total Fed: 2,276
Meals: 20,484

Period 01.04,21 to 31.03.22

Vouchers: 899
Adults: 1,593
Children: 1,064
Total Fed: 2,657
Meals: 23,913

Donated Goods

The Statement of Financial Activities includes the estimated value of food that has been donated and used by the Foodbank. The estimated value of food for the year has been calculated by weight using the Trussell Trust's average retail cost of £1.75 per kilogram.

The figures for stock weight were as follows.

C/fwd. 9,031.05kg 31st March 2021

Food in 27,604.46 kg - year to 31st March 2022

Food out 29,338.75 kg* - year to 31st March 2022

Food out (net of stock adjustment) 27,441.32 kg - year to 31st March 2022

Food in hand 7,569.63 kg 31st March 2022

A stock take / reconciliation took place on 8th March 2022. For various reasons, not least disruptions enforced by the pandemic, this was the first stock take undertaken since February 2019. It was found that we had 1,897.43kg of stock below the level recorded in the DCS. This represented a discrepancy of 2.8% of the total weight of stock handled during that three-year period - c.12kg of stock per week. Considering that an average of c. 500kg of stock is distributed per week this is an acceptable margin of error and can probably be accounted for by the cumulative effect of various factors including: small differences in the calibration of balances used to weigh stock in and out, by the combined weight of bags used to pack clients' food parcels, and by estimates of the weight of crates or boxes that the donations are weighed in.

Allowing for the stock adjustment, the volume of food distributed increased by 4,650.52 kg (+20.4%) compared to the previous year

7. Staff & Volunteers

The Foodbank employs two members of staff part-time. The Project Manager operates the running of the general operations with particular focus on the distribution side. The Warehouse Manager reports to the Project Manager and is responsible for the warehouse volunteers and operations. There are currently over 70 volunteers on our database, with a dozen on a waiting list as we manage the current rotation of volunteers.

Due to the significant changes in the way we operate, all volunteers are being retrained and supported in order to feel comfortable when returning. This includes client and distribution side experience as well as new protocols and safeguarding training

During the year Kim Hellyer became our Designated Safeguarding Lead and Ann Morris her Deputy. Kim and Ann have extensive experience in safeguarding and have enabled us to significantly update our safeguarding policy. This has included recommencing training all our volunteers and signing up with thirty-one eight (safeguarding agency) to begin the process of undertaking DBS checks. The Board of Trustees are very grateful for Kim and Ann for their input.

Another appointment made during the year was that of Dominic Deeson as Press and Communications Officer. Dominic has successfully created a network of communications and press opportunities such as local and county radio and online news articles as well as a leaflet drop promoting our activities to both those in need and those who wish to support us. This concerted strategy has proved successful in connecting individuals within the community to us. He has also brought Sophie Ward Gower on board to assist in the promotion of social media. The developments of this role have had significant benefits and the Board of Trustees extend its thanks to Dominic and Sophie for their time and passion.

8. Financial Performance

In addition to the ongoing financial support provided by Tesco, the trustees are once again indebted to the generosity of individuals, churches and community groups in supporting the Foodbank during the year by making one-off and/or ongoing donations. The main items of expenditure during the year were staff salaries, the fresh food initiative (which ran until December 2021) and our donation to the Fuel Bank Foundation. As a result, our cash and bank balances at the end of the year totalled £83,089 up from £76,582 at the start of the year and up from £24,366 at the start of the previous year.

The trustees continue to consider carefully and at length what initiatives the Foodbank should adopt in order to ensure the additional funds received since March 2020 can be used most effectively to benefit our clients.

9. Financial Management, Risk Analysis and Reserves Policy

The financial management of the Foodbank is in the hands of the Trustees who review the financial position on a regular basis when the Treasurer or Chair reports details of cash receipts and payments at quarterly Trustee Meetings. The management team is kept informed at their regular meetings.

The trustees agreed that the foodbank would continue a Reserves Policy under which the potential running costs of the Foodbank for 12 months should be held considering all potential risks including

- Loss of Rent-Free Premises for The Foodbank Centre and Store
- Loss of Rent-Free Premises for The Warehouse
- Staff long term illness
- Loss of income from Standing Order income (Regular Giving) due to ageing donors
- A contingency for unforeseen risks.

It was agreed during the year that the sum of approximately £22,000 would continue to be adequate. Both this figure and the Policy generally will be reviewed regularly and it is likely that this sum will need to be increased during the course of the current financial year.

10. Thanks & Acknowledgements

As this report concludes and I reflect on the period that it covers, I would like to further acknowledge and thank all of those who give their time to supporting the Foodbank. The trustees are indebted to the staff and volunteers, to our agency partners and to the wider community for its continued support with food and monetary donations. We give and support in the hope that individuals and families may, one day, no longer need us.

This report was approved by the trustees and signed on their behalf by

A handwritten signature in black ink, appearing to be 'bm', written in a cursive style.

Bethany Munn

Chair of Trustees, Faversham Foodbank

Date: 9th June 2022



REGISTERED COMPANY NUMBER: CE001716 (England and Wales)
REGISTERED CHARITY NUMBER: 1158413
Stephen Hill
MID KENT

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022
FOR
FAVERSHAM FOODBANK
(A COMPANY LIMITED BY GUARANTEE)**

Stephen Hill Mid Kent Limited
31-33 Albion Place
Sittingbourne Road
Maidstone
Kent
ME14 5DZ

FAVERSHAM FOODBANK

**CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

	Page
Report of the Trustees	1 to 2
Independent Examiner's Report	3
Statement of Financial Activities	4
Balance Sheet	5 to 6
Notes to the Financial Statements	7 to 12
Detailed Statement of Financial Activities	13 to 14

FAVERSHAM FOODBANK
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2022

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2022. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

CE001716 (England and Wales)

Registered Charity number

1158413

Registered office

C/O Gospel Mission
Tanners Street
Faversham
Kent
ME13 7JL

Trustees

B Munn Chair
T R Bishop Treasurer
I Neel Trustee
D Man Trustee
P O'Keeffe Trustee
L Coniam Trustee
S Lamberton Trustee
H Perkin Trustee

Company Secretary

T R Bishop

Independent Examiner

Peter Shillinglaw FCA
Institute of Chartered Accountants in England and Wales
Stephen Hill Mid Kent Limited
31-33 Albion Place
Sittingbourne Road
Maidstone
Kent
ME14 5DZ

Approved by order of the board of trustees on 9 June 2022 and signed on its behalf by:

B Munn - Trustee



**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
FAVERSHAM FOODBANK**

Independent examiner's report to the trustees of Faversham Foodbank ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2022.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Peter Shillinglaw FCA
Institute of Chartered Accountants in England and Wales
Stephen Hill Mid Kent Limited
31-33 Albion Place
Sittingbourne Road
Maidstone
Kent
ME14 5DZ

9 June 2022

FAVERSHAM FOODBANK

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2022**

	Notes	31.3.22 Unrestricted fund £	31.3.21 Total funds £
INCOME AND ENDOWMENTS FROM			
Donations		80,349	109,832
 EXPENDITURE ON			
Raising funds		2,557	(504)
Other		<u>75,815</u>	<u>64,958</u>
Total		78,372	64,454
 NET INCOME		1,977	45,378
 RECONCILIATION OF FUNDS			
Total funds brought forward		<u>109,045</u>	<u>63,667</u>
 TOTAL FUNDS CARRIED FORWARD		<u><u>111,022</u></u>	<u><u>109,045</u></u>

The notes form part of these financial statements

FAVERSHAM FOODBANK

**BALANCE SHEET
31 MARCH 2022**

	Notes	31.3.22 Unrestricted fund £	31.3.21 Total funds £
FIXED ASSETS			
Tangible assets	6	14,758	17,019
CURRENT ASSETS			
Stocks	7	13,247	15,804
Debtors	8	358	-
Cash at bank and in hand		<u>83,089</u>	<u>76,582</u>
		96,694	92,386
CREDITORS			
Amounts falling due within one year	9	(430)	(360)
		<u>96,264</u>	<u>92,026</u>
NET CURRENT ASSETS			
		<u>111,022</u>	<u>109,045</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			
		<u>111,022</u>	<u>109,045</u>
NET ASSETS			
		<u>111,022</u>	<u>109,045</u>
FUNDS			
Unrestricted funds	10	<u>111,022</u>	<u>109,045</u>
TOTAL FUNDS			
		<u>111,022</u>	<u>109,045</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2022 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

FAVERSHAM FOODBANK

BALANCE SHEET - continued
31 MARCH 2022

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 9 June 2022 and were signed on its behalf by:

B Munn - Trustee

A handwritten signature in black ink, consisting of a series of loops and a long horizontal stroke extending to the left.

The notes form part of these financial statements

FAVERSHAM FOODBANK

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 10% on cost
Computer equipment	- 33% on cost

Stocks

The closing stock has been valued at the cost of which it had been received as a donation. The value relates to 7,569.63kg of food at £1.75 per kg.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

FAVERSHAM FOODBANK

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2022**

2. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.3.22	31.3.21
	£	£
Depreciation - owned assets	<u>2,621</u>	<u>7,342</u>

3. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2022 nor for the year ended 31 March 2021.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2022 nor for the year ended 31 March 2021.

4. STAFF COSTS

The average monthly number of employees during the year was as follows:

	31.3.22	31.3.21
Employees	<u>2</u>	<u>2</u>

No employees received emoluments in excess of £60,000.

5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £
INCOME AND ENDOWMENTS FROM	
Donations and legacies	109,832
 EXPENDITURE ON	
Raising funds	(504)
Other	<u>64,958</u>
Total	64,454
 NET INCOME	 <u>45,378</u>
 RECONCILIATION OF FUNDS	
Total funds brought forward	
As previously reported	39,472
Prior year adjustment	<u>24,195</u>
As restated	63,667

FAVERSHAM FOODBANK

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2022**

5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

Unrestricted
fund
£

TOTAL FUNDS CARRIED FORWARD

109,045

6. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1 April 2021			
Additions	24,195	249	24,444
	<u>-</u>	<u>360</u>	<u>360</u>
At 31 March 2022	<u>24,195</u>	<u>609</u>	<u>24,804</u>
DEPRECIATION			
At 1 April 2021			
Charge for year	7,259	166	7,425
	<u>2,419</u>	<u>202</u>	<u>2,621</u>
At 31 March 2022	<u>9,678</u>	<u>368</u>	<u>10,046</u>
NET BOOK VALUE			
At 31 March 2022	<u>14,517</u>	<u>241</u>	<u>14,758</u>
At 31 March 2021	<u>16,936</u>	<u>83</u>	<u>17,019</u>

7. STOCKS

Stocks	31.3.22 £	31.3.21 £
	<u>13,247</u>	<u>15,804</u>

8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

Prepayments	31.3.22 £	31.3.21 £
	<u>358</u>	<u>-</u>

FAVERSHAM FOODBANK

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2022**

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.22	31.3.21
Trade creditors	£	£
Accrued expenses	70	-
	<u>360</u>	<u>360</u>
	<u>430</u>	<u>360</u>

10. MOVEMENT IN FUNDS

	At 1.4.21	Net movement in funds	At 31.3.22
	£	£	£
Unrestricted funds			
General fund	109,045	1,977	111,022
	<u>109,045</u>	<u>1,977</u>	<u>111,022</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	80,349	(78,372)	1,977
	<u>80,349</u>	<u>(78,372)</u>	<u>1,977</u>

Comparatives for movement in funds

	At 1.4.20	Prior year adjustment	Net movement in funds	At 31.3.21
	£	£	£	£
Unrestricted funds				
General fund	39,472	24,195	45,378	109,045
	<u>39,472</u>	<u>24,195</u>	<u>45,378</u>	<u>109,045</u>

FAVERSHAM FOODBANK

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2022**

10. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	109,832	(64,454)	45,378
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>109,832</u>	<u>(64,454)</u>	<u>45,378</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.20 £	Prior year adjustment £	Net movement in funds £	At 31.3.22 £
Unrestricted funds				
General fund	39,472	24,195	47,355	111,022
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>39,472</u>	<u>24,195</u>	<u>47,355</u>	<u>111,022</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	190,181	(142,826)	47,355
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>190,181</u>	<u>(142,826)</u>	<u>47,355</u>

FAVERSHAM FOODBANK

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2022**

11. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2022.

FAVERSHAM FOODBANK

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2022**

31.3.22 31.3.21
£ £

INCOME AND ENDOWMENTS

Donations and legacies

Grants	-	2,090
Church and group donations	522	3,086
Public donations	30,904	60,281
Volunteer and staff donations	270	209
Events and fundraising	265	35
Tesco contribution/collection	1,659	3,263
Bank interest received	1	2
Food donated	<u>46,728</u>	<u>40,866</u>

80,349 109,832

Total incoming resources

80,349 109,832

EXPENDITURE

Other trading activities

Opening stock	15,804	15,300
Closing stock	<u>(13,247)</u>	<u>(15,804)</u>

2,557 (504)

Other

Wages	12,194	12,560
Insurance	455	587
Postage and stationery	1,690	3
Food purchased	7,599	2,182
Food donated	44,815	40,361
Telephone	127	49
Subscriptions	178	35
Networking	-	144
Repairs and renewals	635	939
Sundries	845	146
Donations	3,000	250
Non Food Purchases	691	-
Uniforms	<u>244</u>	<u>-</u>

72,473 57,256

Support costs

Finance

Fixtures and fittings	2,420	7,259
Carried forward	<u>2,420</u>	<u>7,259</u>

FAVERSHAM FOODBANK

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2022

	31.3.22	31.3.21
	£	£
Finance		
Brought forward		
Computer equipment	2,420	7,259
	<u>202</u>	<u>83</u>
	2,622	7,342
Governance costs		
Accountancy fees	<u>720</u>	<u>360</u>
Total resources expended	<u>78,372</u>	<u>64,454</u>
Net income	<u>1,977</u>	<u>45,378</u>

This page does not form part of the statutory financial statements

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
FAVERSHAM FOODBANK**

Independent examiner's report to the trustees of Faversham Foodbank ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2022.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

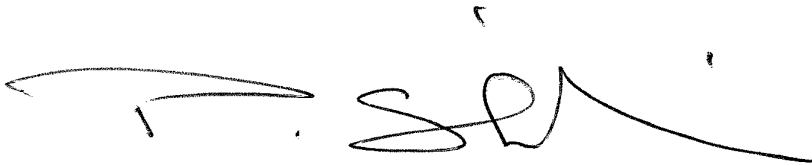
Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Peter Shillinglaw FCA
Institute of Chartered Accountants in England and Wales
Stephen Hill Mid Kent Limited
31-33 Albion Place
Sittingbourne Road
Maidstone
Kent
ME14 5DZ

9 June 2022

FAVERSHAM FOODBANK

England & Wales - Charity number 1158413

Accounts



**Annual Review and Accounts
For the year ending 31st March 2021**

Registered Charity No. 1158413

Charitable Incorporated Organisation

Trustees' Report for the period ended

31st March 2021

The Trustees present their Annual Report and Financial Statements for the period ended 31st March 2021

The Charity

This is constituted as a Charitable Incorporated Organisation and not having a share capital.

The principal governing document is the CIO Foundation Model.

Charity Number

The charity is registered with the Charity Commission No. 1158413

The Principal and Registered Address

The Gospel Mission Church

Tanners Street

Faversham

Kent

ME13 7JL

Contents

1. Objects
2. Public Benefits Statement
3. Board of Trustees
4. Advisors
5. Related Organisations
6. Activities & Performance
7. Staff & Volunteers
8. Financial Performance
9. Financial Management, Risk Analysis and Reserves Policy
10. Donated Goods
11. Thanks & Acknowledgements

1. Objects

The Objects of the charity are to relieve persons in Faversham and surrounding areas who are in conditions of need, hardship, or distress in such ways as the trustees from time-to-time think fit.

2. Public Benefit Statement

The trustees of the Faversham Foodbank confirm that they have complied with their duty under section 17(5) of the Charities Act 2011 to have regard to the Charity Commissioner's guidance on public benefit and that the public benefit requirement has informed the activities of the society in the period to 31st March 2021.

3. Board of Trustees

The Trustees are the members of the Charity. The original three trustees were appointed for four, three and two years respectively. The Board of Trustees recruit and appoint future trustees in accordance with the Charity's Constitution.

Members of the Board of Trustees during the year are listed below.

Charlie Hendry - Chair (resigned 28.03.21)

Tim Bishop – Treasurer/Secretary (one year remaining)

Iris Neel (up for renewal)

Dominic Man (up for renewal)

Peter O’Keeffe (up for renewal)

Bethany Munn (three years remaining) (appointed Chair post year end on 22.04.21)

Sue Lamberton (appointed: 11.2.21 for three years)

Hannah Perkin (appointed: 11.2.21 for three years)

Laura Conium (appointed: 11.2.21 for three years)

The board of trustees were informed in February 2021 that Chair of Trustees Charlie Hendry would step down on 28th March 2021. The board acknowledges the work and dedication that Charlie gave to Faversham Foodbank and thank him greatly. Before leaving Charlie asked the board to find a successor. The board were pleased to appoint an existing trustee, Bethany Munn, as Chair on 22nd April 2021 for a term of three years

4. Advisors

Bank: Lloyds Bank plc
High Street
Whitstable
CT5 1BH

Insurers: Zurich Insurance

Accountants: Stephen Hill Mid Kent limited
31-33 Albion Place
Sittingbourne Road
Maidstone
ME14 5DZ

5. Related Organisations

Faversham Foodbank is part of the Trussell Trust network and subscribes to the aims and mission of that charity. In return for the annual subscription, we receive guidance, training and advice, The Trussell Trust produces an Operating Manual and operates a Data Collection System online which benefits both ourselves and the Trussell Trust.

6. Activities and Performance

In setting its objectives and planning its activities the Trustees have given careful consideration to the Charity Commission's general guidance on public benefit.

The Faversham Foodbank is registered with the National Charity The Trussell Trust.

It was a vision of Churches together in Faversham, it evolved from December 2013, was formed in February 2014, and opened its doors to the public on April 9th, 2014

Funds are raised through local churches, individual gifts, regular giving, fundraising activities, and grants.

Covid-19 Coronavirus

The impact of Covid-19 coronavirus changed so much for our community and as a result the foodbank had to adapt and change too. As mentioned in last year's annual review, March 2020 saw immediate and decisive action taken to ensure the safety of our community and volunteers. Throughout the year we maintained two principal practices of handwashing and social distancing in both distribution and warehouse teams. This meant that the decision to limit the number of volunteers working remained in place. Both distribution and warehouse teams kept to a strict and highly managed group of volunteers of whom the board of trustees wish to recognise their thanks at this time, as it was their commitment to the community that allowed the foodbank to remain working and open. Despite the significant reduction in volunteers, it is to be noted that the clear practices and policies set out early in the pandemic ensured that the health and safety of volunteers and clients alike was maintained throughout the year.

Clear and practical information was continuously distributed to staff and to the public concerning the new operating protocols for the Foodbank. In addition to this, with kindness and permission from the Gospel Mission, we placed two hand sanitation dispensers at the entrance of the Gospel Mission Hall. We continued to take advice and listen to the national support

network set up by Trussell Trust which proved helpful during such uncertain periods during the year. As such, guidance changed during the year regarding the legal mandate for mask wearing, and the foodbank, with immediate effect, asked all volunteers and client to wear masks (unless medically exempt). This requirement will not change upon national mandates, but on the collaborative decision between the management team and trustees upon covid-19 review going forward. At this point I would like to thank suppliers locally Mulbery Leather, Swale Borough Council Environmental Health Department and Morrison's Faversham who donated masks, visors and hand sanitiser for volunteers and clients.

During this year the foodbank continued to provide a delivery service that was set up as part of the covid-19 response plan. Such service proved vital for those most vulnerable in our community and as such it was agreed to continue the service. From this decision the trustees have agreed the use of funds to purchase an electric van that can be used for deliveries within the community and in transporting stock from the Macknade warehouse to Gospel Mission warehouse.

With a year to reflect upon, we can clearly say with pride that the careful, decisive action and planning of covid-19 response policies not only sustained but once again kept our community and volunteers safe with no recorded instances of covid-19 and the trustees would like to thank Stephen, Hannah, Team leaders and the volunteers for upholding these practices and giving up so much of their time at a risk to themselves.

Staffing Changes

During the year the trustees maintained their decision to defer recruitment of permanent staff for both Project and Warehouse Manager positions.

Post year end Stephen Palmer was appointed permanent Project Manager (part-time) with effect from 1st August 2021. After Hannah Douglas (interim project manager) resigned with effect from 30th June 2021, a recruitment process was undertaken which resulted in the appointment of David Stevens as Warehouse Manager (part-time) on 1st October 2021.

Other Matters

Clients with vouchers attend one of the two days we are open and are given sufficient food for three days, the amount depending on how many children and adults there are in the family. The foodbank maintained practice as usual despite many changes, remaining open on Wednesday and Friday afternoons. During the busy December period the opening hours were extended by two hours.

We continue to send gracious thanks to Faversham Gospel Mission Church for their kindness once again this year in allowing us to remain rent free. With a need for additional space and shelving, they have also graciously provided a second smaller room as an office allowing us to make maximum use of the distribution warehouse space.

We currently work with 28 agencies who distribute client vouchers and the introduction of the e-referral system by Trussell Trust in early 2020 was put fully in place as standard suggested practice for referral during April 2021. The impact of covid-19 on our referral agencies has continued and with The Citizens Advice Bureau and Age UK remaining closed for most of the year, the majority of our vouchers were issued by Faversham Salvation Army with the other local churches also being top referrers. We continue to recognise the significant impact Covid-

19 had on all our referral agencies and we will work closely with them as they reopen to ensure and maintain our work together.

In January 2021 the foodbank joined in partnership with local restaurant business The Yard to offer fresh fruit and vegetable produce to our clients. Working on meeting objectives for the year of stewarding our finances appropriately and ensuring the highest quality food provision for our clients, this partnership allows families to receive fresh fruit and vegetables that may not normally be financially optional to them. Clients with a voucher and a ME13 postcode can receive either a standard box which includes fruit and vegetables or a 'plus' box which adds bread, milk, eggs and cheese, the boxes are then delivered by the team at The Yard after they are notified of the weeks clients. This partnership took a few months to iron out good practices and sustainability for both sides but we are now extremely happy with this work and look forward to maintaining it in the future.

From April 2020 - March 2021, 729 vouchers were given out by agencies to clients and redeemed at the Centre, which was an increase of 36.2% on the previous year. These vouchers fed 2,276 people (1,279 adults and 994 children) a 45% increase on the previous year. The two main reasons for attending the foodbank were low income and benefit delays.

22,790.8 kg of food was distributed during the year with the closing stock level being 9,031.05 kg (up by 228 kg from the previous year end).

7. Staff & Volunteers

The foodbank employs two members of staff part-time (interim held positions during the year but now permanent) The Project Manger operates the running of general operations of the foodbank with particular focus on the distribution side. The Warehouse manager reports to the project manager and is responsible for the warehouse volunteers and operations. There are currently over 70 volunteers on our database, the majority of whom started a phased return at the beginning of March 2021. Due to the significant changes in operations all new staff are being retrained and supported in feeling comfortable in returning. We hope that by the next period end all able volunteers will have returned to active volunteering. Safeguarding training and ongoing training will now be given throughout the year to support volunteers and ensure the best outcome for our clients.

8. Financial Performance

In addition to the ongoing financial support provide by grant making bodies and Tesco, the generosity of individuals, churches and community groups in supporting the Foodbank during the year by making one-off and/or ongoing donations was, quite frankly, staggering. With the exception of the fresh food initiative which began in January, the only significant expenditure was on salaries and as a result our cash and bank balances at the end of the year totalled £76,582, up from £24,366 at the start of the year.

The trustees took the decision to consider carefully and at length what initiatives the Foodbank should adopt to ensure these additional funds can be used most effectively to benefit our clients and a strategy is now being finalised in this respect.

9. Financial Management, Risk Analysis and Reserves Policy

The financial management of the Foodbank is in the hands of the Trustees who review the financial position on a regular basis when the Treasurer or Chair reports details of cash receipts and payments at quarterly Trustee Meetings. The management team is kept informed at their regular meetings.

The trustees agreed that the foodbank would continue a Reserves Policy under which the potential running costs of the Foodbank for 12 months should be held considering all potential risks including

- Loss of Rent-Free Premises for The Foodbank Centre and Store
- Loss of Rent-Free Premises for The Warehouse
- Staff long term illness
- Loss of income from Standing Order income (Regular Giving) due to ageing donors
- A contingency for unforeseen risks.

It was agreed during the year that the sum of approximately £22,000 would therefore continue to be adequate. Both this figure and the Policy generally will be reviewed regularly and as the fresh food initiative continues and others are implemented it is likely that this sum will need to be increased.

10. Donated Goods

The Statement of Financial Activities includes the estimated value of food that has been donated and used by the Faversham Foodbank. The estimated cost of food has been calculated by weight at an average retail cost of £1.75 per kilogram.

The figures for stock weight are as follows.

C/fwd.	7,910.38 kg	31st March 2020
Food in	23,352.07 kg	31st March 2021
Food out	22,790.8 kg	31st March 2021
Food in hand	9031.05 kg	31st March 2021

11. Thanks & Acknowledgements

Writing this for the end of period 2020-2021 it is important to acknowledge and thank all those who have worked and supported Faversham Foodbank since its start seven years ago, but particular acknowledgement goes during this period with the ongoing covid-19 pandemic. The Foodbank is indebted to its staff and volunteers and to the community for its continued support with food and monetary donations.

This report was approved by the trustees and signed on their behalf by

A handwritten signature in black ink, appearing to be the initials 'BM' in a cursive, flowing style.

Bethany Munn
Chair of Trustees, Faversham Foodbank

Date: 09-11-2021

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
FAVERSHAM FOODBANK**

I report on the accounts of the company for the year ended 31 March 2021, which are set out on pages four to ten.

Responsibilities and basis of report

As the charity's trustees (and also the directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, I have examined your charity's accounts as required under section 145 of the Charities Act 2011 ('the Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

My role is to state whether any material matters have come to my attention giving me cause to believe:

1. that accounting records were not kept as required by section 386 of the Companies Act 2006; or
2. that the accounts do not accord with those records; or
3. that the accounts do not comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Charities Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland; or
4. that there is further information needed for a proper understanding of the accounts.

Independent examiner's statement

I have completed my examination and have no concerns in respect of the matters (1) to (4) listed above and, in connection with following the Directions of the Charity Commission I have found no matters that require drawing to your attention.



Peter Shillinglaw FCA
Institute of Chartered Accountants in England and Wales
Stephen Hill Mid Kent Limited
31-33 Albion Place
Sittingbourne Road
Maidstone
Kent
ME14 5DZ

13 October 2021