

Charity Registration No. 1158825

**EASTLEIGH BASICS BANK**

**ANNUAL REPORT AND  
UNAUDITED FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2020**

## **EASTLEIGH BASICS BANK**

### **LEGAL AND ADMINISTRATIVE INFORMATION**

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<b>Trustees</b>	Mr Dan Brain Mr Chris Goodhead Mr Dave Keating Mr Dom Hooley Mrs Hazel Bateman
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<b>Charity number</b>	1158825
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<b>Principal address</b>	Unit G6 Wells Place Eastleigh Hampshire SO50 5PP
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# **EASTLEIGH BASICS BANK**

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# **EASTLEIGH BASICS BANK**

## **TRUSTEES' REPORT**

### **FOR THE YEAR ENDED 31 DECEMBER 2020**

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The trustees present their report and financial statements for the year ended 31 December 2020.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's constitution, the Charities Act 2011 and "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)".

#### **Objectives and activities**

The charity's objects are the relief of poverty and financial hardship for public benefit in Eastleigh and surrounding areas in particular but not exclusively by providing food to individuals and families in need. In furtherance of these objects, the charity operates a food bank in Eastleigh town centre.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

#### **Achievements and performance**

Eastleigh Basics Bank was open to the public throughout the year, despite Covid-19, providing 5,110 (2019: 2,451) people with a week's supply of food. Since opening in 2011 approximately 23,700 people have been fed.

The charity is a community based organisation, working with for example:

- Local agencies which refer people who are in need of support
- Schools and churches which organise food collections and receive information about our work
- Supermarkets which supply spare food and allow us to have donation points

During the year we have been generously supported by so many people and businesses. Our sincere thanks go once again to Eastleigh Borough Council, who have provided our warehouse facility in Derby Road rent free throughout the year.

We are also extremely grateful for the ongoing support of our landlords at Wells Place, Bradbeers.

## **EASTLEIGH BASICS BANK**

### **TRUSTEES' REPORT (CONTINUED)**

#### **FOR THE YEAR ENDED 31 DECEMBER 2020**

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##### **Financial review**

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and nine month's expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in donations or a significant rise in demand, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. Reserve levels at the year end of £123,768 were in excess of this range. This is felt to be prudent as we face an uncertain future with increasing demands. To date we have operated without the need for paying staff or entering fully commercial leases.

We acknowledge the great commitment of our volunteers, the monetary value of their time being in excess of £50,000 for 2020 (applying the real living wage rate of £9.30 to a total of more than 5,400 hours). In 2021 our storage costs have increased and we are looking to take on a longer term commercial lease.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to those major risks.

##### **Covid-19: the story so far**

2019 had been a relatively busy year anyway, but within the first lockdown starting in March 2020 we experienced hugely increased demand (as many were quarantined at home unable to shop for groceries, or had lost their income), running for several months at three times normal levels. For 2020 as a whole demand was more than double 2019 and by far our busiest year to date. We are pleased to report, however, that donations of money and groceries more than kept pace and we have been able to meet the demand with additional voluntary support from the local community.

As a result of lockdown restrictions and our own risk assessments, we operated very differently during most of the year. Most importantly our shop was closed to visitors and we arranged deliveries to all our clients. We could not have achieved this without the support of One Community Eastleigh, who provided assistance with drivers and co-ordination. Our existing paper based systems were no longer fit for purpose so we moved rapidly to an electronic referral system. Whilst our usual practice had been to operate two days a week, additional teams of volunteers were recruited from the local churches in order to meet the increased demand (also some of our regular volunteers were unable to continue due to the pandemic) and at one point we were active on six days a week. 2021 has seen a gradual return to more normal ways of working and lower demand, but we are still feeding more people in need than any other year except for 2020.

## **EASTLEIGH BASICS BANK**

### **TRUSTEES' REPORT (CONTINUED)**

#### **FOR THE YEAR ENDED 31 DECEMBER 2020**

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##### **Structure, governance and management**

The charity is a Charitable Incorporated Organisation ("CIO") registered with the Charity Commission on 9 October 2014.

Eastleigh Basics Bank was setup by the churches of Eastleigh to support those who are experiencing financial difficulty and need short term support through the provision of food. It is operated and managed entirely by volunteers.

The trustees who served during the year were:

Mr Dan Brain

Mr Chris Goodhead

Mr Dave Keating

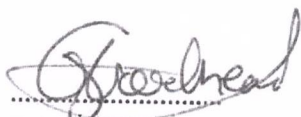
Mr Dom Hooley

Mrs Hazel Bateman

Management takes the form of a committee of trustees and other volunteers, with day to day responsibility delegated to the shop managers. New trustees are identified and appointed by the existing committee.

None of the trustees have any beneficial interest in the charity.

The trustees' report was approved by the Board of Trustees.



**C Goodhead FCA**

Trustee

Dated: 29 November 2021

## **EASTLEIGH BASICS BANK**

### **STATEMENT OF TRUSTEES' RESPONSIBILITIES**

#### **FOR THE YEAR ENDED 31 DECEMBER 2020**

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

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that year.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

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

## **EASTLEIGH BASICS BANK**

### **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF EASTLEIGH BASICS BANK**

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I report on the financial statements of the charity for the year ended 31 December 2020, which are set out on pages 6 to 10.

#### **Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the financial statements. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- (i) examine the financial statements under section 145 of the 2011 Act;
- (ii) to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- (iii) to state whether particular matters have come to my attention.

#### **Basis of independent examiner's report**

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

#### **Independent examiner's statement**

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

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

  
T M Rogerson FCA

Dated: 20th December 2021

18 Saxon Way, Romsey, Hampshire, SO51 5PT

## EASTLEIGH BASICS BANK

### STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2020

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	Notes	2020 £	2019 £
<b><u>Income from:</u></b>			
Donations and legacies	2	187,869	58,579
<b><u>Expenditure on:</u></b>			
Charitable activities	3	119,328	59,300
<b>Net income/(expenditure) for the year</b>		68,541	(721)
Fund balances at 1 January 2020		55,227	55,948
<b>Fund balances at 31 December 2020</b>		123,768	55,227

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The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

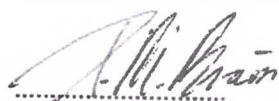
# EASTLEIGH BASICS BANK

## BALANCE SHEET

AS AT 31 DECEMBER 2020

	Notes	2020 £	£	2019 £	£
<b>Current assets</b>					
Stocks	6	20,957		11,868	
Debtors	7	114		114	
Cash at bank and in hand		103,936		43,565	
		<u>125,007</u>		<u>55,547</u>	
<b>Creditors: amounts falling due within one year</b>	8	(1,239)		(320)	
<b>Net current assets</b>			<u>123,768</u>		<u>55,227</u>
<b>Income funds</b>					
Unrestricted funds			<u>123,768</u>		<u>55,227</u>
			<u>123,768</u>		<u>55,227</u>

The accounts were approved by the Trustees on 29/11/21



Mr Dan Brain  
Trustee

Charity Registration No. 1158825

# **EASTLEIGH BASICS BANK**

## **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020**

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### **1 Accounting policies**

#### **Company information**

Eastleigh Basics Bank is a Charitable Incorporated Organisation registered on 9 October 2014.

#### **1.1 Accounting convention**

The accounts have been prepared in accordance with the charity's constitution, the Charities Act 2011 and "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 January 2019. The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

#### **1.2 Going concern**

At the time of approving the accounts, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the accounts.

#### **1.3 Charitable funds**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

#### **1.4 Income**

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

#### **1.5 Expenditure**

Expenditure is recognised on an accruals basis as a liability is incurred.

#### **1.6 Stocks**

Donated stocks distributed during the year and held at the year end are stated at fair value i.e. an approximation to their shop cost, discounted where appropriate.

## **EASTLEIGH BASICS BANK**

### **NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)** **FOR THE YEAR ENDED 31 DECEMBER 2020**

#### **2 Donations and legacies**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Monetary donations and gifts	97,731	10,876
Donated stocks	90,138	47,703
	<u>187,869</u>	<u>58,579</u>

#### **3 Charitable activities**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Stocks distributed	108,357	48,878
Insurance	410	399
Rent and service charges	1,936	2,049
Utilities	1,196	922
Shop and storage costs	1,895	1,019
Memberships	129	120
Phone, postage and stationery	31	115
Training and volunteer costs	374	298
Donations to other charities	5,000	5,500
	<u>119,328</u>	<u>59,300</u>

#### **4 Trustees**

None of the trustees (or any persons connected with them) received any remuneration during the year or prior year, and were not reimbursed for any expenses incurred on behalf of the charity. The charity pays a trustee indemnity premium as part of its general insurance cover.

#### **5 Employees**

There were no employees during the year or prior year. Eastleigh Basics Bank is run entirely by volunteers.

## EASTLEIGH BASICS BANK

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

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<b>6</b>	<b>Stocks</b>	<b>2020</b>	<b>2019</b>
		<b>£</b>	<b>£</b>
	Food and toiletries etc, for distribution	20,957	11,868
		<u>          </u>	<u>          </u>
<b>7</b>	<b>Debtors</b>	<b>2020</b>	<b>2019</b>
		<b>£</b>	<b>£</b>
	Amounts falling due within one year:		
	Prepayments and accrued income	114	114
		<u>          </u>	<u>          </u>
<b>8</b>	<b>Creditors: amounts falling due within one year</b>	<b>2020</b>	<b>2019</b>
		<b>£</b>	<b>£</b>
	Other creditors	1,239	320
		<u>          </u>	<u>          </u>
<b>9</b>	<b>Operating lease commitments</b>		

As at 31 December 2020 the charity had total operating lease commitments of £5,500 (2019: £7,000) in respect of a lease expiring within five years.