

**FULL CIRCLE FOOD PROJECT**

**REPORT AND FINANCIAL STATEMENTS**  
**For the year ended 31 July 2024**

**Charity Number 1158829**

**FULL CIRCLE FOOD PROJECT**  
**ANNUAL REPORT AND FINANCIAL STATEMENTS**  
For the year ended 31 July 2024

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**FULL CIRCLE FOOD PROJECT**  
**TRUSTEES ANNUAL REPORT**  
For the year ended 31 July 2024

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The trustees are pleased to present their annual trustees' report together with the financial statements of the charity for the year ended 31 July 2024.

The financial statements comply with the Charities Act 2022, the Memorandum and Articles of Association, 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 October 2019).

## **1. Objectives and Activities**

The objectives of the Charity are:

1. Provide comprehensive food education programmes that teach individuals of all ages about the importance of nutrition, cooking techniques, and the impact of food choices on health and the environment.
2. Equip individuals with practical skills to grow their own food through community gardens, supporting local allotments, and promoting sustainable food production.
3. Foster a sense of community and collaboration by organising cooking classes, workshops, and events that bring people together to share knowledge, experiences and celebrations around food.
4. Implement initiatives to reduce food waste by educating on proper storage, meal planning, and creative use of leftovers.
5. Advocate for policies that promote food security, equitable access to healthy food, and sustainability in food systems.

## **Objectives, strategies and activities for the year**

Our vision of Full Circle Food Project is to empower individuals and communities to thrive with the knowledge and skills to cultivate a healthy, sustainable lifestyle. We will achieve this through education, hands-on cooking experiences, urban gardening initiatives, and practical strategies to minimise food waste. We aspire to create a future where everyone has access to nutritious food, understands its value, and embraces sustainable practices. We have an annual income of £218,192 and make an operating surplus of £18,362, attributable to unrestricted funding. We will employ seven people, mainly engaged in direct delivery programmes, with an appropriate level of administrative support. We have engaged in apprenticeship and volunteering programmes which has added value to our service over the past 12 months.

Core Activities:

1. We have increased the quality, quantity and range of our core programme for regular and new beneficiaries.
2. We have increased the number and range of beneficiaries accessing our core programme.
3. We have provided quality learning and support for an appropriate and diverse range of volunteers
4. We have engaged in an apprenticeship programme and have recruited an apprentice into the role of Marketing and Communications Officer which has helped us grow the capacity within the organisation and helped us build stronger relationships within our communities.
5. We have developed and implemented a robust framework for measuring the impact of our work
6. We have maintained and built upon our extended range of effective collaborative networks.
7. We have promoted and celebrated our achievements with our stakeholders, highlighting the impact our contribution has made.
8. We have drawn on technological expertise, skills and knowledge to build our organisation's profile, image and reputation
9. We have developed a financial sustainability plan and aligned policies
10. We have ensured that our staff and Board of Trustees are fully supported in the pursuit of their roles on behalf of Full Circle Food Project.

## 2. Public benefit statement

The trustees understand the implications of the Charities Act 2006, which states that charities must demonstrate they are established for Public Benefit. The trustees believe that the charity meets the key principles of the guidance issued by the Charity Commission about Public Benefit.

## 3. Contribution by Volunteers

We had 20 volunteers in this financial year who have played a crucial role in enhancing the delivery of our services across the different projects. We have been able to deliver more supported activities through the aid of volunteers.

## 4. Achievements and Performance

Full Circle Food Project has worked hard to maintain and expand our services over the past year.

We have engaged with over 2648 people and delivered over 360 interactions. All interactions were designed to invite a healthier lifestyle with a holistic view of health encompassing physical, emotional and social wellbeing while recognising the health inequality and challenges caused by deprivation and poverty. Working with partners, we have been able to establish specific programmes to meet local needs, particularly supporting the mental health recovery of those individuals who are negatively impacted by isolation. Poverty remains a key issue for our community.

Activities	Total sessions	Total Participants
<b>Gardening</b> <i>Weekly sessions, Gardeners' Q&amp;A events, partnership events</i>	<b>93</b>	<b>51</b>
<b>Cookery Classes and Courses</b> <i>School holiday and after-school children's sessions, 'Fake it and Make it' courses, one-off workshops, outreach sessions</i>	<b>39</b>	<b>246</b>
<b>Social Food Events</b> <i>Afternoon teas, school holiday family days, craft groups, community celebrations</i>	<b>37</b>	<b>399</b>
<b>Outdoor Education</b> <i>Outreach at local schools, on-site afterschool clubs, school holiday activities and educational trips</i>	<b>29</b>	<b>193</b>
<b>Weekly Groups</b> <i>Man Friday, Crafty Lunch, wellbeing groups with various target audiences</i>	<b>117</b>	<b>123</b>
<b>External Engagement</b> <i>Community fairs, open days, guest speaking engagements, consultation events, partnership events</i>	<b>45</b>	<b>1636</b>

Following the closure of our community food larder in August 2023 after escalating friction in the community, we developed a new model to tackle food poverty. We have developed 12 recipes, which are cooked from scratch in batches of 30+ every week using fresh produce and delivered to vulnerable people in the community through our partners. This helps improve the wellbeing of the hardest-to-reach people.

Learning-disabled adults experience some of the most significant health inequalities resulting in significantly shorter life expectancies; to address this inequality, we created sessions with partners which offered informal preventative health support such as healthy cooking, gardening and sports. We engaged 18 learning-disabled adults in over 14 sessions.

We have engaged with 193 children and young people in regular after-school activities as well as trips to farms, educating children and young people about the importance of healthy eating and the farm-to-fork concept.

For the year ahead, our priority is to continue to work with local partners and deliver a varied programme of activity to meet community needs. We plan to expand both the adult and children's cooking classes, particularly our outreach programme.

## **5. Financial review**

The Trustees report a surplus for this financial year, but they continue to monitor the finance of the organisation on a regular basis and seek to improve the charities free reserves.

### **Review of the year**

The results for the year and the charity's financial position at the end of the year are shown in the attached financial statements.

During the year the Charity had an income of £217,192 (2023: £372,411) of which £25,581 was restricted (2023: £139,199) and an expenditure of £198,830 (2023: £191,120) of which £71,123 was restricted (2023: £53,928). There was an operating surplus of £18,362 (2023: £181,291) of which a deficit of £45,542 was restricted (2023: a surplus of £85,271).

At 31 July 2024 the Charity had net assets of £212,473 (2023: £194,111) of which £52,637 was restricted (2023: £89,900).

### **Reserves policy/Going concern**

The Trustees consider the level of reserves, £159,836 (2023: £104,211), prudent for the Charity at this time taking into account potential liabilities in the event that the charity ceased. Our Reserves Policy is reviewed annually.

## **6. Plans for future periods**

Full Circle Food Project commits to making a lasting change to the lives of people in local communities with a strategy to develop and grow on a wider basis with more formal aims and outcomes. The work over the next 12 months must be to get our core provision right, working more collaboratively with partners to deliver a quality provision to those most in need. We will measure impact and progress accurately in a variety of ways and continue to make our organisation as sustainable as possible.

Through establishing solid mutually beneficial partnerships with private, charitable, and statutory organisations we ensure that each beneficiary has a relevant and response-to-needs led journey.

We are also looking at attendance and engagement figures to identify where we are underperforming or where people are simply not attending. We can then establish a more robust offer to ensure that we capture beneficiaries as well as do more targeted work as opposed to the 'blanket' community marketing that is currently done. The first step to tackle this issue is to offer programmes to partners for their beneficiaries, as well as develop the horticultural work on partner premises where their beneficiaries are more likely to engage and continue to attend. This in turn may lead to people feeling more confident to attend our premises and engage with the many programmes and workshops on offer.

## 7. Reference and administrative details of the charity, its trustees and advisors

<b>Registered charity name</b>	Full Circle Food Project
<b>Charity number</b>	1158829
<b>Registered office</b>	The Growing Zone Hirst Park Ashington NE63 9BA
<b>Trustees and Members of the Board</b>	Mr Joe Jackson Mrs Gail Balance(resigned on 31.07.2023) Mr Paul Kirkpatrick (resigned on 23.10.2024) Mrs Claire Yates Mrs Lynda Sale (resigned on 23.10.2024) Mr Kris Lord Mrs Anne Lyall (appointed on 23.10.2024) Mrs Carla Thompson (appointed on 23.10.2024) Mrs Jennifer Johnson (appointed on 23.10.2024) Ms Angela Davis (appointed on 23.10.2024)
<b>Chief Executive and Senior staff members</b>	Tracey Macnicki CEO (left 31.12 2023) Michelle Brannigan CEO (appointed on 15.04.2024)
<b>Independent Examiner</b>	Doug Maltman FMAAT Connected Voice Business Services One Strawberry Lane Newcastle upon Tyne. NE1 4BX.
<b>Bankers</b>	Unity Trust PLC 9 Brindley Place Birmingham B1 2HB

## 8. Exemptions from disclosures

The charity has taken advantage of the following disclosure exemption in preparing these financial statements, as permitted by FRS 102: the Financial Reporting Standard applicable to the UK and the Republic of Ireland: • The Requirement of Section 7: Statement of Cash Flows

## 9. Structure, governance and management

The project became an unincorporated registered charity on the 10 October 2014. The day-to-day management of the project is overseen by the CEO. The project's trustees hold frequent management meetings and regularly communicate with its staff and supporters.

## **Board Induction and Training**

New Board Members are introduced to the work of the organisation and informed of their legal roles and responsibilities at an induction meeting. The induction and training programme for new Board Members includes:

- A briefing by the CEO
- An explanation of roles and responsibilities as a Board Member
- Copies of the main charity documents including the Memorandum and Articles of Association and the Financial Statements
- Copy of the business plan and most recent evaluation report
- Copies of recent board papers including budgets and management accounts
- A copy of the Charity Commission publication "How to be an Effective Trustee"
- A copy of the governance structure.

## **10. Related parties**

Joe Jackson is the chair of Northumberland Community & Voluntary Action (NCVA). During the period August 2023 – May 2024 we employed their payroll services equating to £240 expense.

## **11. Statement of Trustee Responsibilities**

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

Charity SORP 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 incoming resources and application of resources, including the receipts and payments of the charity for that year. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and 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.
- 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 accounting records that disclose with reasonable accuracy at any time the financial position of the charity. 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.

Approved by the Trustees on 12.12.2024 and signed on their behalf by:

J Jackson

Chair

## **FULL CIRCLE FOOD PROJECT**

### **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES**

For the year ended 31 July 2024

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I report on the financial statements of Full Circle Food Project for the year ended 31 July 2024, which are set out on pages 7 to 18.

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

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2022 ("the Charities Act") and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- to state whether particular matters have come to my attention.

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

My examination was carried out in accordance with 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 accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

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

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a "true and fair" view which is not a matter considered as part of an independent examination.

I have 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.

Doug Maltman FMAAT  
Fellow Member of the Association of Accountancy Technicians  
Connected Voice Business Services  
One Strawberry Lane  
Newcastle upon Tyne  
NE1 4BX  
Date: 12.12.2024



## FULL CIRCLE FOOD PROJECT

### STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31 July 2024

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
<b><u>Income from:</u></b>					
Donations and legacies	6	1,185	-	<b>1,185</b>	541
Charitable activities				-	
Grants and contracts	7	180,582	25,581	<b>206,163</b>	359,421
Other trading activities	8	9,844	-	<b>9,844</b>	12,449
<b>Total income</b>		<b>191,611</b>	<b>25,581</b>	<b>217,192</b>	<b>372,411</b>
<b><u>Expenditure on:</u></b>					
Charitable activities					
Operation of the charity	9	127,707	71,123	<b>198,830</b>	191,120
<b>Total expenditure</b>		<b>127,707</b>	<b>71,123</b>	<b>198,830</b>	<b>191,120</b>
<b>Net income/(expenditure)</b>		<b>63,904</b>	<b>( 45,542 )</b>	<b>18,362</b>	<b>181,291</b>
Transfers between funds		( 8,279 )	8,279	-	-
<b>Net movement of funds</b>		<b>55,625</b>	<b>( 37,263 )</b>	<b>18,362</b>	<b>181,291</b>
<b><u>Reconciliation of funds</u></b>					
Total funds brought forward		104,211	89,900	<b>194,111</b>	12,820
<b>Total funds carried forward</b>		<b>159,836</b>	<b>52,637</b>	<b>212,473</b>	<b>194,111</b>

The Statement of Financial Activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities

The notes on pages 9 to 18 form an integral part of these accounts.

**BALANCE SHEET**

As at 31 July 2024

	Notes	£	Total 2024 £	£	Total 2023 £
<b><u>Fixed assets</u></b>					
Tangible assets	16		15,785		477
<b><i>Total fixed assets</i></b>			<b>15,785</b>		<b>477</b>
<b><u>Current assets</u></b>					
Debtors	17	2,871		-	
Cash at bank and in hand	18	200,810		195,149	
<b><i>Total current assets</i></b>		<b>203,681</b>		<b>195,149</b>	
<b>Creditors:</b> amounts falling due within one year	19	<b>( 6,992 )</b>		<b>( 1,515 )</b>	
<b><i>Net current assets</i></b>			<b>196,688</b>		<b>193,634</b>
<b><i>Total net assets or liabilities</i></b>			<b>212,473</b>		<b>194,111</b>
<b><u>Funds of the charity</u></b>					
Unrestricted income funds			159,836		104,211
Restricted income funds			52,637		89,900
<b><i>Total funds</i></b>			<b>212,473</b>		<b>194,111</b>

The notes on pages 9 to 18 form an integral part of these accounts.

These financial statements were approved by the Board on: 12.12.2024

and are signed on its behalf by:

J Jackson  
Chair

## **FULL CIRCLE FOOD PROJECT**

### **NOTES TO THE FINANCIAL STATEMENTS**

For the year ended 31 July 2024

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#### **1 Accounting Policies**

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

#### **2 Basis of accounting**

##### **2.1 Basis of preparation**

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with 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 October 2019) – Charities SORP (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2022.

Full Circle Food Project meets the definition of a public benefit entity under FRS 102.

##### **2.2 Preparation of the accounts on a going concern basis**

The charity reported total unrestricted funds at the year end of £159,836 and has already secured a significant amount of funding for the current year. The trustees are of the view that the immediate future of the charity for the next 12 to 18 months is secure and that on this basis the charity is a going concern.

#### **3 Income**

##### **3.1 Recognition of income**

Income is recognised when the charity has entitlement to the resources, any performance conditions attached to the item(s) of income have been met, it is more likely than not that the resources will be received and the monetary value can be measured with sufficient reliability

##### **3.2 Offsetting**

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by FRS102 SORP or FRS102.

##### **3.3 Grants and donations**

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of the provision of a specified service is deferred until the criteria of income recognition are met.

##### **3.4 Volunteer help**

The value of volunteer help received is not included in the accounts but is described in the trustees' annual report.

## **FULL CIRCLE FOOD PROJECT**

### **NOTES TO THE FINANCIAL STATEMENTS**

For the year ended 31 July 2024

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#### **3.5 Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

#### **3.6 Fund accounting**

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the

### **4 Expenditure and liabilities**

#### **4.1 Liability recognition**

Liabilities are recognised when it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

#### **4.2 Charitable activities**

Expenditure on charitable activities includes the costs of work and other activities undertaken to further the purposes of the charity and their associated support costs.

#### **4.3 Governance and support costs**

Support costs have been allocated between governance cost and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources.

#### **4.4 Irrecoverable VAT**

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

#### **4.5 Creditors**

The charity has creditors which are measured at settlement amounts less any trade discounts.

#### **4.6 Provisions for liabilities**

A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date.

## FULL CIRCLE FOOD PROJECT

### NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 July 2024

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#### 5 Assets

##### 5.1 Tangible fixed assets for use by the charity

Individual fixed assets costing £1,000 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis, the charity does not currently have any tangible fixed

Vehicles	50% Straight line
Fixtures	8% Straight line
Equipment	15% Straight line

## FULL CIRCLE FOOD PROJECT

### NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 July 2024

#### Analysis of income

	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
<b>6 Donations and legacies</b>				
Donations and gifts	1,185	-	<b>1,185</b>	541
	<u>1,185</u>	<u>-</u>	<u><b>1,185</b></u>	<u>541</u>
<b>7 Charitable activities</b>				
<u>Income from grants</u>				
Ashington Town Council	-	2,000	<b>2,000</b>	250
Ridley Family Trust	-	-	-	4,000
Community Foundation - Apple Tree Fund	-	-	-	6,879
High Sheriff's Award	-	-	-	850
Ernest Cook Trust - Outdoor learning Officer	-	-	-	30,000
Proctor & Gamble - Outdoor Learning Officer	-	-	-	330
Greggs Foundation	-	-	-	29,447
Woodhorn Charitable Trust	-	-	-	55
National Lottery Fund RC North	89,897	-	<b>89,897</b>	89,897
Coalfields Regeneration	-	-	-	2,000
Northumberland County Council - Covid and Foodbank	-	6,361	<b>6,361</b>	29,670
Northumberland County Council - New kitchen	-	1,000	<b>1,000</b>	12,057
Henry Smith Charity	60,000	-	<b>60,000</b>	90,000
BBC Children in Need	-	-	-	25,391
Tudor Trust	30,000	-	<b>30,000</b>	32,000
Proctor & Gamble - Adult Cooking	-	-	-	1,071
Community Foundation - Adult Cooking	-	-	-	3,000
Proctor & Gamble - Sensory Garden	-	-	-	2,524
Northumberland County Council	685	-	<b>685</b>	-
Northumberland County Council - Conservatory refurbishment	-	6,300	<b>6,300</b>	-
Pargiter Trust	-	9,920	<b>9,920</b>	-
	<u>180,582</u>	<u>25,581</u>	<u><b>206,163</b></u>	<u>359,421</u>
	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
<b>8 Other trading activities</b>				
Sales and workshops	6,520	-	<b>6,520</b>	1,992
Other	3,324	-	<b>3,324</b>	10,457
	<u>9,844</u>	<u>-</u>	<u><b>9,844</b></u>	<u>12,449</u>

Income was £217,192 (2023: £372,411) of which £191,611 was unrestricted or designated (2023: £233,212) and £25,581 was restricted (2023: £139,199)

## FULL CIRCLE FOOD PROJECT

### NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 July 2024

#### Analysis of expenditure on charitable activities

	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
<b>9 Charitable activities</b>				
<u>Direct costs</u>				
Staff salaries	92,942	47,718	<b>140,660</b>	135,939
Staff - Other expenses	-	-	-	1,078
Project running costs	26,846	23,221	<b>50,067</b>	41,863
Volunteer expenses	853	100	<b>953</b>	-
<u>Support costs</u>				
Administration	971	84	<b>1,055</b>	-
Insurance	1,092	-	<b>1,092</b>	1,254
Bank Charges	154	-	<b>154</b>	115
Payroll fees	368	-	<b>368</b>	288
Depreciation	4,001	-	<b>4,001</b>	223
Refunds:				
- Northumberland County Council	-	-	-	10,000
<u>Governance costs</u>				
Independent examiner's fees for reporting on the accounts	480	-	<b>480</b>	360
	<u>127,707</u>	<u>71,123</u>	<u><b>198,830</b></u>	<u>191,120</u>

Expenditure on charitable activities was £198,830 (2023: £191,120) of which £127,707 was unrestricted or designated (2023: £137,192) and £71,123 was restricted (2023: £53,928)

#### 10 Fees for examination of the accounts

	2024 £	2023 £
Independent examiner's fees for reporting on the accounts	<b>480</b>	360
Other fees paid to the examiner - Payroll	<b>368</b>	288
	<u><b>848</b></u>	<u>648</u>

#### 11 Analysis of staff costs and the cost of key management personnel

	2024 £	2023 £
Salaries and wages	<b>127,211</b>	112,212
Social security costs	<b>2,156</b>	16,462
Pension costs (defined contribution pension plan)	<b>11,293</b>	7,264
	<u><b>140,660</b></u>	<u>135,938</u>

No employee received remuneration above £60,000 (2023: nil)

The key management personnel of the charity, comprise the trustees and the management team . The total employee benefits of the key management personnel of the charity were £9,925 (2023: £nil).

FULL CIRCLE FOOD PROJECT

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 July 2024

12 Staff numbers

The average monthly head count was 9 staff (2023: 6 staff) and the average monthly number of full-time equivalent employees during the year were as follows:

	2024 Number	2023 Number
The parts of the charity in which the employees work		
Charitable activities	3.5	1.0
	3.5	1.0

13 Transactions with trustees

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity.

Trustees' expenses

No trustee expenses have been incurred in the year.

Transaction(s) with related parties

There have been no related party transactions in the reporting period.

14 Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The employer's pension costs represent contributions payable by the charity to the fund and amount to £11,293 (2023: £7,264). There was £0 outstanding as at 31 July 2024 (2023: £0)

15 Corporation Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objectives.



## FULL CIRCLE FOOD PROJECT

### NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 July 2024

16 Fixed assets	Vehicles £	Fixtures £	Equipment £	Total £
<b>Cost</b>				
Balance brought forward	-	-	2,316	<b>2,316</b>
Additions	3,310	992	15,007	<b>19,309</b>
Disposals	-	-	-	-
<b>Balance carried forward</b>	<b>3,310</b>	<b>992</b>	<b>17,323</b>	<b>21,625</b>
<b>Depreciation</b>				
Basis	SL	SL	SL	
Rate	50%	8%	15%	
Balance brought forward	-	-	1,839	<b>1,839</b>
Depreciation charge for year	1,655	83	2,263	<b>4,001</b>
Disposals	-	-	-	-
<b>Balance carried forward</b>	<b>1,655</b>	<b>83</b>	<b>4,102</b>	<b>5,840</b>
<b>Net book value</b>				
<b>Brought forward</b>	-	-	477	<b>477</b>
<b>Carried forward</b>	<b>1,655</b>	<b>909</b>	<b>13,221</b>	<b>15,785</b>

### 17 Debtors and prepayments (receivable within 1 year)

	2024 £	2023 £
Paypal account	<b>1,061</b>	-
Other debtors	<b>1,810</b>	-
	<b>2,871</b>	-

### 18 Cash at bank and in hand

	2024 £	2023 £
Cash at Bank	<b>200,686</b>	194,993
Cash in hand	<b>124</b>	156
	<b>200,810</b>	195,149

### 19 Creditors and accruals (payable within 1 year)

	2024 £	2023 £
Credit card account	-	1,155
Accruals		
Independent examination of accounts	<b>480</b>	360
Other creditors	<b>6,512</b>	-
	<b>6,992</b>	1,515

## FULL CIRCLE FOOD PROJECT

### NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 July 2024

#### 20 Deferred income

Deferred income comprises of advance payments from grants that relate to future periods

	2024 £	2023 £
Balance brought forward	-	49,360
Amount released to income earned from charitable activities	-	( 49,360 )
Amount deferred in year	-	-
Balance carried forward	-	-

#### 21 Events after the end of the reporting period

No other significant events affecting the Company since the year end.

#### 22 Analysis of charitable funds

##### Analysis of movements in unrestricted funds As at 31 March 2024

	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
<b>Unrestricted funds</b>					
General unrestricted fund	97,611	191,611	( 127,707 )	( 8,279 )	153,236
Designated funds					
Contingency	6,600	-	-	-	6,600
<b>Totals</b>	104,211	191,611	( 127,707 )	( 8,279 )	159,836

##### Purpose of unrestricted funds

General unrestricted fund	The 'free reserves' of the charity
Designated - Contingency	Funds to cover unexpected costs.

## FULL CIRCLE FOOD PROJECT

### NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 July 2024

#### Analysis of movement in restricted funds As at 31 March 2024

	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
<b>Restricted funds</b>					
Adult Cooking	3,944	-	-	-	<b>3,944</b>
Apple Tree Fund	5,059	-	-	-	<b>5,059</b>
BBC Children in Need	15,930	-	( 23,166 )	7,236	-
Covid and Foodbank	16,517	8,361	( 5,606 )	-	<b>19,272</b>
Outdoor Learning Officer	19,100	-	( 12,932 )	-	<b>6,168</b>
Greggs Foundation	25,815	-	( 15,944 )	-	<b>9,871</b>
High Sheriff's Award	850	-	-	-	<b>850</b>
New Kitchen	2,039	1,000	-	-	<b>3,039</b>
Sensory Garden	646	-	( 1,689 )	1,043	-
Northumberland County Council - Conservatory refurbishment	-	6,300	( 5,814 )	-	<b>486</b>
Pargiter Trust	-	9,920	( 5,972 )	-	<b>3,948</b>
<b>Totals</b>	<b>89,900</b>	<b>25,581</b>	<b>( 71,123 )</b>	<b>8,279</b>	<b>52,637</b>

#### Purpose of restricted funds

Restricted funds represent income

Adult Cooking	Relates to a core element of activity teaching adults to cook and budget.
Apple Tree Fund	Supports generalised equipment costs and small elements of staffing costs.
BBC Children in Need	Relates to the costs of providing staff for the core functions of the Project and support to volunteers.
Covid and Foodbank	Relates to specific support given to a partnership with local foodbank and for additional support of Council poverty activity during the Covid epidemic.
Outdoor Learning Officer	Relates to a specific Officer dedicated to using the project and the facilities for educational processes with local schools. Looking at environmental issues of growing plants and making best use of produce.
Greggs Foundation	Relates to funds that supported some staffing costs, equipment costs.
High Sheriff's Award	Relates to a fund without specific designation, but was used towards support new IT delivery systems and equipment.
New kitchen	Relates to the provision and upkeep of the training kitchen where most of the Project activity is based.
Sensory Garden	Relates to a designated part of the facility where a reflective and peaceful space is available with plants that have different textures and smells that stimulate people with learning difficulties.
Northumberland County Council - Conservatory Refurbishment	Funds to refurbish the building conservatory.
Pargiter Trust	Funds to combat social isolation in over 65s.

#### Transfers between funds As at 31 March 2023

	Reason for transfer	Amount £
Between unrestricted and restricted funds	Funds to cover costs.	<b>8,279</b>

## FULL CIRCLE FOOD PROJECT

### NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 July 2024

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#### 23 Capital commitments

As at 31 July 2024, the charity had no capital commitments (2023 -£nil)

#### 24 Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
Cash at bank and in hand	148,172	52,637	<b>200,809</b>	195,149
Other net current assets/(liabilities)	11,664	-	<b>11,664</b>	( 1,038 )
	<u>159,836</u>	<u>52,637</u>	<u><b>212,473</b></u>	<u>194,111</u>

#### 25 Guarantee

There have been no guarantees given by the charity at 31 July 2024.

#### 26 Debt

There is no debt outstanding which is owed by the charity and which is secured by an excess charge on any of the assets of the charity at 31 March 2024.

#### 27 Governing document

The organisation is a Charitable Organisation - Foundation registered on 10 October 2014 as a body corporate under part 11 of the Charities Act 2022.