

FULL CIRCLE FOOD PROJECT

REPORT AND FINANCIAL STATEMENTS
For the year ended 31 July 2025

Charity Number 1158829

FULL CIRCLE FOOD PROJECT
ANNUAL REPORT AND FINANCIAL STATEMENTS
For the year ended 31 July 2025

| Contents | Page |
|--|-------------|
| Trustees annual report | 1 to 6 |
| Independent examiners report | 7 |
| Statement of Financial Activities (including income and expenditure account) | 8 |
| Balance sheet | 9 |
| Notes to the financial statements | 10 to 19 |

FULL CIRCLE FOOD PROJECT
TRUSTEES ANNUAL REPORT
For the year ended 31 July 2025

The trustees are pleased to present their annual trustees' report together with the financial statements of the charity for the year ended 31 July 2025.

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. Objects

The Charity's Objects ("the object") are.

(1) to preserve and protect good health for the public benefit through providing information and advice in relation to healthy eating and nutrition and the importance of a healthy diet. (2) to advance the education of the public in all aspects of healthy eating, growing food to eat and nutrition and the importance of a healthy diet, including the planning and preparing of healthy meals. (3) such other charitable purposes for the public benefit as are exclusively charitable according to the laws of England and Wales as the trustees may from time to time determine.

2. Objectives and Activities

The objectives of the Charity are:

1. Providing 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. Equipping individuals with practical skills to grow their own food through community gardens, supporting local allotments, and promoting sustainable food production.
3. Creating social connections to 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. Implementing initiatives to reduce food waste by educating on proper storage, meal planning, and creative use of leftovers.
5. Developing initiatives to reduce food poverty and act as advocates 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 for 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, healthy lifestyle and wellbeing practices.

We have an annual income of £313,685 and make an operating surplus of £68,553, 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 have 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 continue to engage in an apprenticeship programme, having 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 continued to strengthen our impact measurement framework, introducing demographic data collection to better understand who we reach and ensure our programmes are inclusive, effective, and evidence based. This approach enables us to track progress, demonstrate outcomes, and guide future strategic development.
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 with 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 4078 people and delivered over 250 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 |
|---|----------------|--------------------|
| Gardening <i>Weekly sessions, Workshops, and partnership events</i> | 102 | 73 |
| Cookery Classes and Courses <i>School holiday and after-school children's sessions, 'Fake it and Make it' courses, one-off workshops, outreach sessions</i> | 58 | 560 |
| Social Food Events <i>Afternoon teas, school holiday family days, craft groups, community celebrations</i> | 18 | 398 |
| Outdoor Education <i>Outreach at local schools, on-site afterschool clubs, school holiday activities and educational trips</i> | 4 | 45 |
| Weekly Groups <i>Man Friday, Crafty Lunch, wellbeing groups with various target audiences</i> | 32 | 158 |
| External Engagement <i>Community fairs, open days, consultation events, partnership events</i> | 36 | 2844 |
| | 250 | 4078 |

Highlights of the Financial Year:

- **Energy Outreach Project:**
 - Delivered innovative sessions combining food education, cooking, and home energy-saving guidance to over 250 people across South east Northumberland.
 - Recognised with the 'Best Response to Climate Emergency' award at the LOVE Northumberland Awards.
- **New Course Development**
 - Introduced a Christmas Series featuring cake making and decoration, healthy festive snacks, and creative use of leftovers.
 - Launched a popular Air Fryer Course, promoting healthy and energy-efficient cooking.
- **Community Outreach:**
 - Delivered interactive cooking sessions at Bernicia sheltered accommodations across South East Northumberland, with residents enjoying learning dishes such as pizza and quiche.
 - Ran after-school cooking and food education sessions at local Family Hubs and at our base at *The Growing Zone*.
- **Food Education and Local Food Awareness:**
 - Organised educational trips to local Northumberland Farms, helping participants understand where their food comes from and reinforcing the farm-to-fork **message**.
- **Partnerships and Collaboration:**
 - Formed a new partnership with Seed Social to share seeds across the North East, supporting the continuation of the Heritage Seed Library.
- **Community Lunches and Cultural Integration:**
 - Hosted monthly community lunches celebrating cultural diversity, fostering integration, and connecting people seeking asylum through shared cooking experiences.
 - Installed new hot composting bins, producing rich compost for the garden, staff attended a Master Composting Course to enhance sustainability practices.
- **Tackling Food Poverty:**
 - Continued to provide nutritious meals for the community, producing over 2,500 meals throughout the year.

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 £313,685 (2024: £217,192) of which £223,105 was restricted (2024: £25,581) and an expenditure of £245,132 (2024: £198,830) of which £204,734 was restricted (2024: £71,123). There was an operating surplus of £68,553 (2024: £18,362) of which a surplus of £83,300 was restricted (2024: a deficit of £45,542).

At 31 July 2025 the Charity had net assets of £281,026 (2024: £212,473) of which £135,937 was restricted (2024: £52,637).

Reserves policy/Going concern

The Trustees consider the current level of reserves, £145,089 (2024: £159,836), to be prudent and appropriate for the Charity at this time. This level takes into account the potential liabilities that could arise should the Charity cease operations.

In line with the Charity's Reserves Policy, the Trustees have agreed to maintain reserves equivalent to three months' running costs to ensure financial stability and continuity of activities in the event of unforeseen circumstances. The Reserves Policy is reviewed annually to ensure it remains appropriate to the Charity's operational needs and financial position.

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. This year, we began analysing local demographics to identify gaps in provision and inform the development of more targeted programmes. The first stage, initiated during this financial year, focused on establishing new community partnerships to enable greater outreach delivery. Through these partnerships, we have been able to engage with beneficiaries within their own communities, helping to build confidence and encourage participation in further sessions at The Growing Zone.

Priorities for the Year Ahead

- Strengthen collaboration with local partners to deliver a diverse programme of community-focused activities.
- Expand both adult and children's cooking classes, with a particular focus on growing our outreach programme.
- Increase our community garden provision through enhanced growing spaces, community gardening sessions, and expanded outreach activities to engage more people in sustainable food production.
- Expand volunteer opportunities and empower volunteers through clearly defined roles, enhanced training and support and the implementation of a new Volunteer Strategy to support development and recognition.
- Strengthen our impact measurement by introducing a Theory of Change framework.

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

| | |
|---|--|
| Registered charity name | Full Circle Food Project |
| Charity number | 1158829 |
| Registered office | The Growing Zone Hirst Park Ashington NE63 9BA |
| Trustees and Members of the Board | Mr Joe Jackson 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) |
| Chief Executive and Senior staff members | Michelle Brannigan CEO |
| Independent Examiner | Doug Maltman FMAAT Connected Voice Business Services One Strawberry Lane Newcastle upon Tyne. NE1 4BX. |
| Bankers | 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 10 October 2014. The day-to-day management of the Charity is overseen by the Chief Executive Officer (CEO), ensuring effective operational delivery and alignment with strategic objectives. The Trustees hold regular board meetings and maintain frequent communication with staff to provide oversight, guidance, and ensure the Charity continues to operate in line with its mission and values.

During the financial year, a new constitution was created and formally approved by the Charity Commission. This updated governing document strengthens the organisation's governance framework, ensuring it reflects current best practice, complies with charity law, and supports the Charity's future development and strategic growth. The revised constitution provides greater clarity on the roles and responsibilities of Trustees, improved decision-making processes, and enhanced flexibility to adapt to the changing needs of the community.

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 Charity Constitution and the Financial Statements
- Copy of the Strategy and business plan and the most recent annual 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 welcome Trustee Pack

10. Related parties

No related parties.

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 20.11.2025 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 2025

I report on the financial statements of Full Circle Food Project for the year ended 31 July 2025, which are set out on pages 8 to 19.

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: 20.11.2025

FULL CIRCLE FOOD PROJECT

STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31 July 2025

| | Notes | Unrestricted Funds £ | Restricted Funds £ | Total 2025 £ | Total 2024 £ |
|---|-------|----------------------------|--------------------------|--------------------|--------------------|
| <u>Income from:</u> | | | | | |
| Donations and legacies | 6 | 3,590 | - | 3,590 | 1,185 |
| Charitable activities | | | | - | |
| Grants and contracts | 7 | 79,100 | 223,105 | 302,205 | 206,163 |
| Other trading activities | 8 | 7,890 | - | 7,890 | 9,844 |
| Total income | | 90,580 | 223,105 | 313,685 | 217,192 |
| <u>Expenditure on:</u> | | | | | |
| Charitable activities | | | | | |
| Operation of the charity | 9 | 40,398 | 204,734 | 245,132 | 198,830 |
| Total expenditure | | 40,398 | 204,734 | 245,132 | 198,830 |
| Net income/(expenditure) | | 50,182 | 18,371 | 68,553 | 18,362 |
| Transfers between funds | | (64,929) | 64,929 | - | - |
| Net income/(expenditure) and net movement of funds | | (14,747) | 83,300 | 68,553 | 18,362 |
| <u>Reconciliation of funds</u> | | | | | |
| Total funds brought forward | | 159,836 | 52,637 | 212,473 | 194,111 |
| Total funds carried forward | | 145,089 | 135,937 | 281,026 | 212,473 |

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 10 to 19 form an integral part of these accounts.

BALANCE SHEET

As at 31 July 2025

| | Notes | £ | Total 2025 £ | £ | Total 2024 £ |
|---|-------|-------------------|--------------------|------------------|--------------------|
| <u>Fixed assets</u> | | | | | |
| Tangible assets | 16 | | 14,557 | | 15,785 |
| <i>Total fixed assets</i> | | | 14,557 | | 15,785 |
| <u>Current assets</u> | | | | | |
| Debtors | 17 | 1,368 | | 2,871 | |
| Cash at bank and in hand | 18 | 278,135 | | 200,810 | |
| <i>Total current assets</i> | | 279,503 | | 203,681 | |
| Creditors: amounts falling due within one year | 19 | (13,033) | | (6,993) | |
| <i>Net current assets</i> | | | 266,469 | | 196,688 |
| <i>Total net assets or liabilities</i> | | | 281,026 | | 212,473 |
| <u>Funds of the charity</u> | | | | | |
| Unrestricted income funds | | | 145,089 | | 159,836 |
| Restricted income funds | | | 135,937 | | 52,637 |
| <i>Total funds</i> | | | 281,026 | | 212,473 |

The notes on pages 10 to 19 form an integral part of these accounts.

These financial statements were approved by the Board on: 20.11.2025

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 2025

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 £145,089 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 2025

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 2025

5 Assets

5.1 Tangible fixed assets for use by the charity

Individual fixed assets costing £300 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 assets:

| | |
|-----------|----------------------------------|
| Vehicles | 50% Straight line |
| Fixtures | Straight line over life of asset |
| Equipment | Straight line over life of asset |

FULL CIRCLE FOOD PROJECT

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 July 2025

Analysis of income

| | Unrestricted Funds £ | Restricted Funds £ | Total 2025 £ | Total 2024 £ |
|---|----------------------------|--------------------------|-----------------------|--------------------|
| 6 Donations and legacies | | | | |
| Donations and gifts | 3,590 | - | 3,590 | 1,185 |
| | <u>3,590</u> | <u>-</u> | <u>3,590</u> | <u>1,185</u> |
| 7 Charitable activities | | | | |
| <u>Income from grants</u> | | | | |
| Ashington Town Council | - | - | - | 2,000 |
| National Lottery Fund RC North East and Cumbria Region | - | 89,897 | 89,897 | 89,897 |
| Northumberland County Council - Covid and Foodbank | - | - | - | 6,361 |
| Kitchen refurbishment | - | 1,449 | 1,449 | 1,000 |
| Henry Smith Charity | - | 90,000 | 90,000 | 60,000 |
| Tudor Trust | 30,000 | - | 30,000 | 30,000 |
| Northumberland County Council | - | - | - | 685 |
| Northumberland County Council - Conservatory refurbishment | - | - | - | 6,300 |
| Pargiter Trust | - | - | - | 9,920 |
| Household Support Fund | - | 14,800 | 14,800 | - |
| Postcode Lottery | 40,000 | - | 40,000 | - |
| Mayors Opportunity Fund | - | 8,510 | 8,510 | - |
| Clothworkers Fund | - | 6,500 | 6,500 | - |
| Natural England | - | 4,999 | 4,999 | - |
| Citizens Advice EOP | 9,100 | - | 9,100 | - |
| Accelerate Ashington | - | 4,200 | 4,200 | - |
| ASDA Foundation | - | 2,750 | 2,750 | - |
| | <u>79,100</u> | <u>223,105</u> | <u>302,205</u> | <u>206,163</u> |
| | Unrestricted Funds £ | Restricted Funds £ | Total 2025 £ | Total 2024 £ |
| 8 Other trading activities | | | | |
| Sales and workshops | 7,091 | - | 7,091 | 6,520 |
| Other | 799 | - | 799 | 3,324 |
| | <u>7,890</u> | <u>-</u> | <u>7,890</u> | <u>9,844</u> |

Income was £313,685 (2024: £217,192) of which £90,580 was unrestricted or designated (2024: £191,611) and £223,105 was restricted (2024: £25,581)

FULL CIRCLE FOOD PROJECT

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 July 2025

Analysis of expenditure on charitable activities

| | Unrestricted Funds £ | Restricted Funds £ | Total 2025 £ | Total 2024 £ |
|---|----------------------------|--------------------------|-----------------------|--------------------|
| 9 Charitable activities | | | | |
| <u>Direct costs</u> | | | | |
| Staff salaries | 23,468 | 158,220 | 181,688 | 140,660 |
| Staff - Other expenses | 1,330 | 1,850 | 3,180 | - |
| Project running costs | 7,251 | 40,490 | 47,741 | 50,067 |
| Volunteer expenses | - | 1,755 | 1,755 | 953 |
| <u>Support costs</u> | | | | |
| Administration | 822 | 19 | 841 | 1,055 |
| Insurance | - | 2,287 | 2,287 | 1,092 |
| Bank Charges | 186 | - | 186 | 154 |
| Payroll fees | 122 | 113 | 235 | 368 |
| Depreciation | 6,679 | - | 6,679 | 4,001 |
| <u>Governance costs</u> | | | | |
| Independent examiner's fees for reporting on the accounts | 540 | - | 540 | 480 |
| | <u>40,398</u> | <u>204,734</u> | <u>245,132</u> | <u>198,830</u> |

Expenditure on charitable activities was £245,132 (2024: £198,830) of which £40,398 was unrestricted or designated (2024: £127,707) and £204,734 was restricted (2024: £71,123)

10 Fees for examination of the accounts

| | 2025 £ | 2024 £ |
|---|-------------------|------------|
| Independent examiner's fees for reporting on the accounts | 540 | 480 |
| Other fees paid to the examiner - Payroll | - | 368 |
| | <u>540</u> | <u>848</u> |

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

| | 2025 £ | 2024 £ |
|---|-----------------------|----------------|
| Salaries and wages | 159,091 | 127,211 |
| Social security costs | 10,952 | 2,156 |
| Pension costs (defined contribution pension plan) | 11,645 | 11,293 |
| | <u>181,688</u> | <u>140,660</u> |

No employee received remuneration above £60,000 (2024: 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 £38,825 (2024: £9,925).

FULL CIRCLE FOOD PROJECT

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 July 2025

12 Staff numbers

The head count was 7 staff (2024: 9 staff).

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 £11,645 (2024: £11,293). There was £0 outstanding as at 31 July 2025 (2024: £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.

16 Fixed assets

| | Vehicles | Fixtures | Equipment | Total |
|--------------------------------|-----------------|-----------------|------------------|---------------|
| | £ | £ | £ | £ |
| Cost | | | | |
| Balance brought forward | 3,310 | 992 | 17,323 | 21,625 |
| Additions | - | 840 | 4,611 | 5,451 |
| Disposals | - | - | - | - |
| Balance carried forward | 3,310 | 1,832 | 21,934 | 27,076 |
| Depreciation | | | | |
| Basis | SL | SL | SL | |
| Balance brought forward | 1,655 | 83 | 4,102 | 5,840 |
| Depreciation charge for year | 1,655 | 750 | 4,274 | 6,679 |
| Disposals | - | - | - | - |
| Balance carried forward | 3,310 | 833 | 8,376 | 12,519 |
| Net book value | | | | |
| Brought forward | 1,655 | 909 | 13,221 | 15,785 |
| Carried forward | - | 999 | 13,558 | 14,557 |

FULL CIRCLE FOOD PROJECT

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 July 2025

17 Debtors and prepayments (receivable within 1 year)

| | 2025 £ | 2024 £ |
|----------------|--------------|--------------|
| Paypal account | - | 1,061 |
| Other debtors | 1,368 | 1,810 |
| | 1,368 | 2,871 |

18 Cash at bank and in hand

| | 2025 £ | 2024 £ |
|--------------|----------------|----------------|
| Cash at Bank | 277,821 | 200,686 |
| Cash in hand | 314 | 124 |
| | 278,135 | 200,810 |

19 Creditors and accruals (payable within 1 year)

| | 2025 £ | 2024 £ |
|-------------------------------------|---------------|--------------|
| Credit card account | 468 | - |
| Accruals | | |
| Independent examination of accounts | 270 | 480 |
| Other creditors | 12,295 | 6,513 |
| | 13,033 | 6,993 |

20 Events after the end of the reporting period

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

21 Analysis of charitable funds

Analysis of movements in unrestricted funds As at 31 July 2025

| | Fund balances brought forward £ | Incoming resources £ | Resources expended £ | Transfers £ | Fund balances carried forward £ |
|---------------------------|---|----------------------------|----------------------------|-------------------|---|
| Unrestricted funds | | | | | |
| General unrestricted fund | 153,236 | 90,580 | (38,595) | (71,590) | 133,631 |
| Designated funds | | | | | |
| Contingency | 6,600 | - | - | - | 6,600 |
| Capital | - | - | (1,803) | 6,661 | 4,858 |
| Totals | 159,836 | 90,580 | (40,398) | (64,929) | 145,089 |

Purpose of unrestricted funds

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

FULL CIRCLE FOOD PROJECT

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 July 2025

Analysis of movement in restricted funds As at 31 July 2025

| | Fund balances brought forward £ | Incoming resources £ | Resources expended £ | Transfers £ | Fund balances carried forward £ |
|--|---|----------------------------|----------------------------|----------------|---|
| Restricted funds | | | | | |
| Adult Cooking | 3,944 | - | - | (3,944) | - |
| Apple Tree Fund | 5,059 | - | - | (5,059) | - |
| Community Meals | 19,272 | 14,800 | (15,078) | (2,000) | 16,994 |
| Ernest Cook | 6,168 | - | (2,731) | (3,437) | - |
| Greggs Foundation | 9,871 | - | - | (9,871) | - |
| High Sheriff's Award | 850 | - | - | (850) | - |
| Kitchen refurbishment | 3,039 | 1,449 | (906) | (2,613) | 969 |
| Clothworkers Fund | 486 | 6,500 | (1,848) | (4,048) | 1,090 |
| Pargiter Trust | 3,948 | - | (370) | - | 3,578 |
| National Lottery Community Fund - RC North East and Cumbria Region | - | 89,897 | (99,726) | 48,178 | 38,349 |
| Henry Smith Charity | - | 90,000 | (76,573) | 46,573 | 60,000 |
| Mayors Opportunity Fund | - | 8,510 | (173) | - | 8,337 |
| Natural England | - | 4,999 | (3,129) | - | 1,870 |
| Accelerate Ashington | - | 4,200 | (4,200) | - | - |
| ASDA Foundation | - | 2,750 | - | - | 2,750 |
| Ashington Town Council | - | - | - | 2,000 | 2,000 |
| Totals | 52,637 | 223,105 | (204,734) | 64,929 | 135,937 |

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. |
| Community Meals | Relates to specific support given to a partnership with local foodbank and for additional support of Council poverty activity during the Covid epidemic. |
| Ernest Cook | 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. |
| Kitchen refurbishment | Relates to the provision and upkeep of the training kitchen where most of the Project activity is based. |
| Clothworkers Fund | Funds to refurbish the conservatory building. |
| Pargiter Trust | Funds to combat social isolation in over 65s. |
| National Lottery Community Fund - RC North East and Cumbria Region | Improve mental and Physical wellbeing of Ashington residents and help them feel more connected to their community. |
| Henry Smith Charity | Strengthening Communities grant programme to reduce social and economic disadvantage. To pay for Cookery Project Coordinators. |
| Mayors Opportunity Fund | Increase participants sense of community, deliver 10 community led events. |
| Natural England | Green Community Hub in Ashington. |
| Accelerate Ashington | Towards a new website |
| ASDA Foundation | Improve The Growing Zone, particularly the Sensory Garden. |

FULL CIRCLE FOOD PROJECT

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 July 2025

Purpose of restricted funds (continued)

Ashington Town Council Towards activity costs.

| Transfers between funds As at 31 July 2025 | Reason for transfer | Amount £ |
|---|---|-------------|
| Between Community Meals and Ashington Town Council | Funds incorrectly allocated to Community Meals. | 2,000 |
| Between unrestricted and National Lottery Community Fund - RC North East and Cumbria Region | Funds incorrectly listed as unrestricted funds. | 48,178 |
| Between unrestricted and Henry Smith Charity | Funds incorrectly listed as unrestricted funds. | 46,573 |
| Between unrestricted and Ernest Cook Fund | Fund completed and balance moved to unrestricted funds. | 3,437 |
| Between unrestricted and Adult Cooking | Fund completed and balance moved to unrestricted funds. | 3,944 |
| Between unrestricted and Apple Tree Fund | Fund completed and balance moved to unrestricted funds. | 5,059 |
| Between unrestricted and Greggs Foundation | Fund completed and balance moved to unrestricted funds. | 9,871 |
| Between unrestricted and High Sheriff's Award | Fund completed and balance moved to unrestricted funds. | 850 |
| Between designated and Ernest Cook Fund | Funds for the purchase of capital. | 4,048 |
| Between designated and Kitchen refurbishment | Funds for the purchase of capital. | 2,613 |

23 Capital commitments

As at 31 July 2025, the charity had no capital commitments (2024 -£nil)

24 Analysis of net assets between funds

| | Unrestricted Funds £ | Restricted Funds £ | Total 2025 £ | Total 2024 £ |
|--|----------------------------|--------------------------|--------------------|--------------------|
| Tangible fixed assets | 14,557 | - | 14,557 | 15,785 |
| Cash at bank and in hand | 142,198 | 135,937 | 278,135 | 200,810 |
| Other net current assets/(liabilities) | (11,665) | - | (11,665) | (4,122) |
| | 145,089 | 135,937 | 281,026 | 212,473 |

25 Guarantee

There have been no guarantees given by the charity at 31 July 2025.

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 July 2025.

FULL CIRCLE FOOD PROJECT

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 July 2025

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.