

LEDBURY FOOD BANK

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 OCTOBER 2020

The trustees present their report with the financial statement of the charity for the year ended 31 October 2020.

REFERENCE AND ADMINISTRATION DETAILS

Registered Charity number
1159727

Address
Ledbury Group Ministry Office
The Rectory
Worcester Road
Ledbury
Herefordshire
HR8 1PL

Trustees

Keith Hilton-Turvey	Chairman
Jonathan Andrew	
Stuart Blows	resigned 27 November 2019
Richard Brooks	appointed 15 January 2020
Peter Clark	resigned 13 November 2019
Maria Dineen	appointed 27 November 2019
Keith Francis	resigned 27 November 2019
Helen l'Anson	appointed 15 January 2020
John Leahy	
Andrew Manns	appointed 27 November 2019
Selina Marcon	
Nicholas Morris	appointed 27 November 2019
Christabel Panter	
Richard Pett	
Phillip Warrey	
Elizabeth Wreford	

Independent Examiner

Luke Keegan
Greendawn Accounting Ltd
1A The Homend
Ledbury
Herefordshire
HR8 1BN

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a Trust Deed dated 4 December 2014, and constitutes an unincorporated charity.

Organisational structure

The Trust Deed provides for twelve trustees and allows it to co-opt up to two additional trustees who have skills necessary for the effective administration of the charity.

OBJECTIVES AND ACTIVITIES

Charity Commission guidance requires the charity to confirm that it has complied with the requirement that its activities further its charitable purposes for the public benefit. This is achieved by the charity continuing to operate in accordance with its objects as stated in the Trust Deed: to relieve financial hardship primarily among but not limited to people living or working in Ledbury, mainly by providing such persons with food which they could not otherwise afford through lack of means.

The charity seeks to fulfil its objects principally by operating food banks at St Katherine's Hall Ledbury and at Bosbury.

The trustees gladly acknowledge the work of the many volunteers, without whom the charity could not function. They also acknowledge the support from the local community both in goods donated and financial contributions made.

ACHIEVEMENT AND PERFORMANCE

The food bank has, together with the whole of the country, experienced unprecedented challenges in the last year as a result of the pandemic. Notwithstanding many changes in personnel and a significant increase in demand for our services those involved have risen to those challenges and provided much needed provisions to the most vulnerable in our community.

The number of visits to the food bank increased from 1017 to 1350 (almost 33%) and the number of individual food parcels provided over the period was 3505 an increase of 19% on the previous year. The need for a food bank in Ledbury is undeniable.

Fresh and pre-packaged food together with many other items necessary for daily living are provided to clients. We have had to adapt our procedures to maintain social distancing rules and this has been achieved through the efforts of our dedicated volunteers. We have also been able to maintain our ability to assist those of our clients with complex needs with other issues albeit that this is now done remotely.

The satellite outlet at Bosbury has operated throughout the year and the results are currently being evaluated with a view to maintaining this as a permanent feature of our work.

FINANCIAL REVIEW

Reserves policy

Trustees believe that the General Account (an unrestricted fund) is adequate to meet all foreseeable expenditure. No restricted funds are currently held. No projects are undertaken without consideration of the likely funding needs.

In order to have sufficient funds for an orderly winding up of the charity if such a decision was made trustees believe that six months expenditure should be retained at all times. The charity currently has unrestricted reserves of over two and a half years expenditure.

Financial results for year

The charity had an excess of receipts over payments for the year ended 31 October 2020 of £40414. This exceptional result was principally due to the coronavirus pandemic which has produced a generous response for funds from members of the public and from local businesses, as well as substantial grants from public and private sources. Prior to the pandemic outbreak the food bank's website had been updated and included a link to PayPal for donations. This resulted in a gross income during the year via PayPal of £16758, a substantial part of the increased donations received in the year.

The £40414 surplus has been added to reserves which amounted to £52581 at 31 October 2020. The food bank is actively considering how its operations can now be expanded; the ongoing impact on peoples' lives that the pandemic will have remains uncertain but the charity is in a strong financial position to meet future requests for assistance.

ON BEHALF OF THE TRUSTEES

.....Richard Pett Secretary

25 November 2020

LEDBURY FOOD BANK
Registered Charity No 1159727

(subject to indepe

2019 **RECEIPTS AND PAYMENTS ACCOUNT**
FOR THE YEAR ENDED 31 OCTOBER 2020 2020

General Account (Unrestricted Fund)

	RECEIPTS	
7038	Donations Gift Aid	16009
5317	Other	41110
1486	Income tax refund on Gift Aid	2265
60	Bank interest received	35
<u>13901</u>		<u>59419</u>
	PAYMENTS	
12407	Food purchases	16811
109	Cookery kits	0
200	Hall heating	250
20	Room hire	0
588	Equipment	860
218	Stationery and telephone	232
539	Information technology/website	236
261	Insurance	272
11	Maintenance	0
<u>20</u>	Bank charges	<u>344</u>
<u>14373</u>		<u>19005</u>
	EXCESS OF RECEIPTS OVER PAYMENTS	
<u>-£472</u>	(2019 PAYMENTS OVER RECEIPTS)	<u>£40,414</u>

2019 **ASSETS AT 31 OCTOBER 2020** 2020

4470	Bank current account	9747
7630	COIF deposit account	42665
67	Cash in hand	169
<u>£12,167</u>		<u>£52,581</u>

J Andrew
Hon Treasurer

Date 25 November 2020

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Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Ledbury Food Bank

**On accounts for the year
ended**

31st October 2020

**Charity no
(if any)**

1159727

Set out on pages

1

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/10/2020.

**Responsibilities and
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

** Please delete the words in the brackets if they do not apply.*

Signed:

Date:

9th June 2021

Name:

Luke Keegan

**Relevant professional
qualification(s) or body
(if any):**

Associate Member, Chartered Institute of Management Accountants

Address:

Greendawn Accounting Limited

1A The Homend, Ledbury, Herefordshire, HR8 1BN