



Trustees' Annual Report

For the period 01/04/2023 - 31/03/2024

Bradford North Foodbank is partnered with:



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Reference & Administration Details

Charity Name: Bradford North Foodbank

Registered Charity Number: 1160060

Address: Unit 12, Newlands House Two, Inspire Bradford Business Park, Bradford, BD10 0JE

Charity Trustees for Period of Report:

Trustee Name	Office (if any)	Term(s) of Office	Status
Maria Callaghan		15/11/2022 - 14/11/2025	
Ben Clymo	Chair Safeguarding	04/04/2019 - 03/04/2022 04/04/2022 - 03/04/2025	
Pete Criddle	Treasurer	15/01/2019 - 14/01/2022 15/01/2022 - 14/01/2025	
Moirá Crotty	Charity Secretary	13/02/2018 - 12/02/2021 13/02/2021 - 12/02/2024 13/02/2024 - 12/02/2027	Re-appointed in-year
Steve Pritchard		21/03/2023 - 20/03/2026	
Hannah Workman		09/07/2024 - 08/07/2027	
Kelly Baynham		10/09/2024 - 09/09/2027	
Teagan Robinson-Bell		19/11/2024 - 18/11/2027	

Structure, Governance & Management

Type of governing document: Constitution

How the charity is constituted: Charitable Incorporated Organisation (CIO)

Trustee selection method: Appointed for a term of three years by a resolution passed at a properly convened Trustee Board meeting.

The trustees delegate the day-to-day management of the charity to a **Management Team** made up of salaried staff and volunteers who take on leadership or management roles within the charity. For this reporting period, the team was as follows:

Management Team for 2023 - 2024

Salaried Staff

Name	Job Title	Hours per Week	Start Date
Franco Biancardo	Foodbank Manager	30	16/09/2019
Julie Rainer	Signposting Coordinator	12	01/02/2021
Helen Thomas	Operations Manager	20	16/09/2022
Carla Eastwood	Office Manager	24	26/02/2024

Team Leaders

Name	Foodbank Centre / Area
Moira Crotty, Eric White, Sarah Van Tol	Warehouse
Martin Butterworth, Pete Criddle	Shipley Baptist Church Data (Martin)
Pam Palmer	St Luke's
Heather Ayrton	Church on the Way
Julie Stephens	Christchurch Windhill
Pat Barker, Rose Bowman, Amanda Meadows, Pete Thompson	Trinity Rawdon
Julie Stephens	Volunteer Coordination

Objects & Associated Activities

CHARITABLE OBJECTIVES

To relieve persons in the North of Bradford and the surrounding area that are in financial hardship in such ways as the trustees from time-to-time think fit, in particular, but not exclusively by:

1. providing emergency food, essential toiletries, and household items to individuals and families in need and / or for distribution by charities or other organisations working to prevent or relieve poverty
2. such other means, including (but not limited to) the provision of support or signposting to relevant information and other advisory services.

ACTIVITIES IN RELATION TO OUR CHARITABLE OBJECTIVES

During the reporting period, the charity interpreted '*the North of Bradford and the surrounding area*' to be:

- Bradford: postcodes BD2, BD9, BD10, BD17 and BD18. Also, Allerton in BD15.
- Leeds: postcodes LS19 and LS20. Also, the village of Calverley in LS28.

Summary of the main activities this year:

- Provision of emergency food and other essential toiletries / household items
- Christmas Food Project
- Year 2 of our Financial Inclusion Project - a joint activity with Bradford Central and Wyke foodbanks

Introduction from the Chair of Trustees

As you'll see below, the number of people fed remained high, reaching only a fraction below last year's record. We continued to see a high number of first-time visitors, with the vast majority of clients receiving between one and three parcels.

Food donations dropped significantly this year, so to meet demand we had to purchase a significant amount of stock. We were grateful to a number of funders who enabled us to make these purchases, but if demand and donations remain at similar levels this isn't a sustainable position so we continue to monitor the situation carefully.

We are delighted to continue to partner with Equality Together, who have realised over half a million pounds of financial gains for our clients. We are also really pleased to be adding a partnership with Citizens Advice Bradford to our support, offering housing, debt and asylum advice. These partnerships help to ensure that clients only need our emergency support for a short period of time, helping them to get back on their feet.

Volunteers remain at the core of what we do and we have worked hard this year to improve the volunteer experience, helping us to recruit and retain volunteers. We're incredibly grateful to every volunteer who gives their time and skills to ensure that we can continue to provide support to those who need us.

On the staffing side, we were thrilled to welcome Carla to our staff team as Office Administrator towards the end of the year. She has settled into the team really quickly and will be ensuring that our administrative processes keep up with our operations.

We continue to explore additional warehouse provision, although the new build units at Inspire have suffered several extended delays and we are therefore looking at other possibilities too.

Thanks go out as always to our staff, volunteers and trustees, as well as our valued supporters who make it possible for us to continue to provide a lifeline for families and individuals in crisis.

Ben

Ben Clymo, Chair of the Trustees.

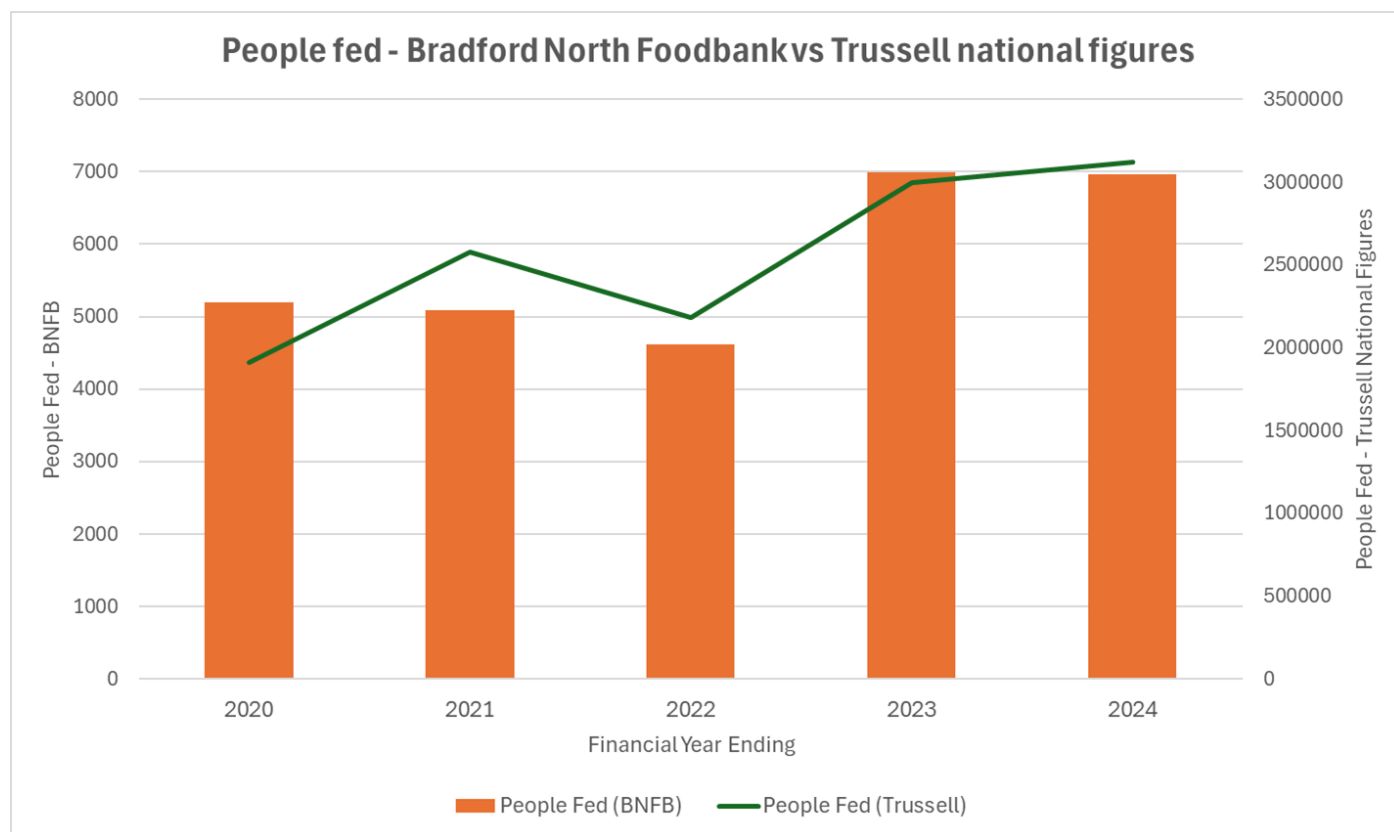
Achievements & Performance

This year we fed 6,959 people (2023: 6,992), of whom 40% were children (2023: 39%). This was a very slight decrease on the prior year, and 34% than the pre-Covid year ending 31 March 2020.

Across the Trussell network 3.1 million food parcels were distributed, an increase of 4% on the prior year.

These figures are expanded upon in more detail below. Trussell's network-wide data can be found in more detail on their website:

<https://www.trussell.org.uk/news-and-research/latest-stats/mid-year-stats>



FOOD DISTRIBUTION

The big picture:

A total of 2,855 vouchers (2023: 2,925) or referrals were fulfilled. Each individual household (client) had an average of 1.9 vouchers (2023: 1.6), with 1,514 unique households supported. We continue to work to a normal limit of 5 referrals in 6 months, with further support offered where our referral partners indicate it to be necessary.

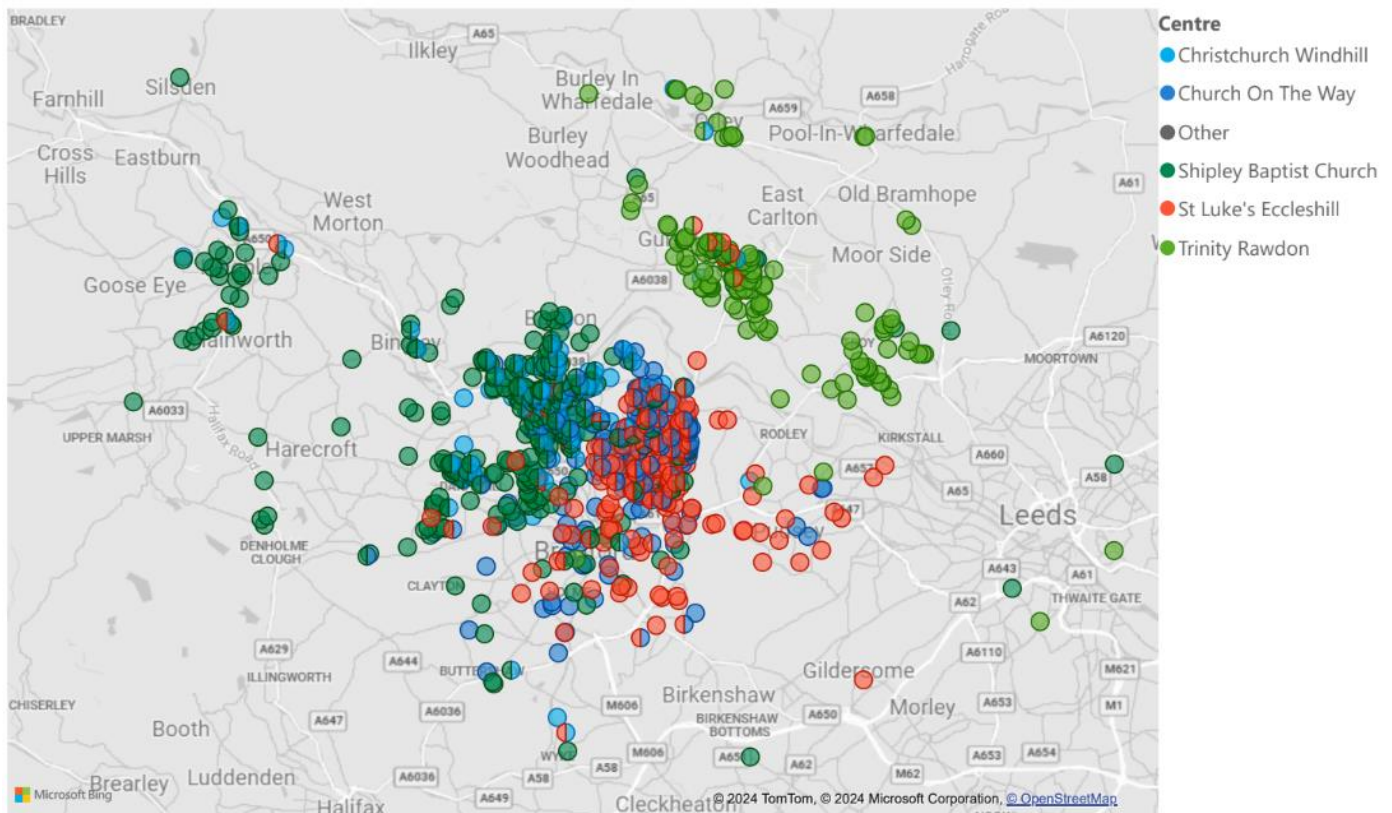
4% of households received more than 5 parcels in the full year, representing 15% of parcels issued. 87% of households received 3 or less food parcels in the year (2023: 89%) and 63% of households received only 1 food parcel (2023: 58%). 53% of clients in the year were first-time visitors to our foodbank (2023: 59%).

Where:

The vast majority of clients live in the north Bradford or west Leeds areas. Clients living outside this area come to us because they work in our area, or because there is no Trussell foodbank open in their area on that day. Some referral partners only use the Trussell food bank network, so might refer clients from areas with an independent food bank to a more distant Bradford North foodbank centre.

The seven core postcodes in our area noted on page 4 contained 81% of client homes.

Map centred on our warehouse in BD10, showing households receiving food parcels from Bradford North Foodbank, coloured by the foodbank centre they attended:



The political ward of food parcel recipients is shown below. All wards in the Bradford area, with the exception of Baildon, are in the top 40% most deprived wards of England. Eccleshill ward is in the top 10% most deprived, per the latest (2019) indices of deprivation.

Ward	Vouchers fulfilled 2023-24 (2022-23)
Shipley	516 (532)
Windhill and Wrose	446 (491)
Eccleshill	369 (425)
Idle and Thackley	204 (159)
Heaton	193 (178)
Otley & Yeadon	171 (160)
Bolton and Undercliffe	153 (187)
Guiselley & Rawdon	153 (132)
Baildon	115 (134)
Others	441 (444)
No fixed address	90 (63)

Why:

When people receive a referral for a food parcel, they are asked the main reasons why they need one, to enable the foodbank and Trussell to address the most pressing reasons in appropriate ways.

Trussell altered the list of reasons in April 2023, both amending the options and allowing up to three options to be selected.

The increased cost of living is a factor in over 40% of fulfilled referrals, followed by debt (30%), health (26%) and benefits (23%). These are all areas where we offer support to clients through our Financial Inclusion programme, with debt an area we have expanded support for in response to this improved data.

Reason group for referral includes:	Vouchers fulfilled
Cost of Living	1205
Debt	855
Health	745
Benefits	653
Employment (change, loss)	161
Housing	102
No recourse to public funds	68

Referral partners:

We continue to be grateful for the efforts of our referral partners across the area. Over 200 different charities, agencies, schools, churches, healthcare services and more referred clients to us in the year.

The majority of referrals come from Help Through Hardship - a Trussell and Citizens Advice partnership, local advice services, medical centres and children's centres. In the year, Job Centres were directed to stop making referrals to food banks, formerly one of our main referral partners.

100% of referrals were made through our e-referral system (2023: 98%), marking the complete transition away from the old paper-based system.

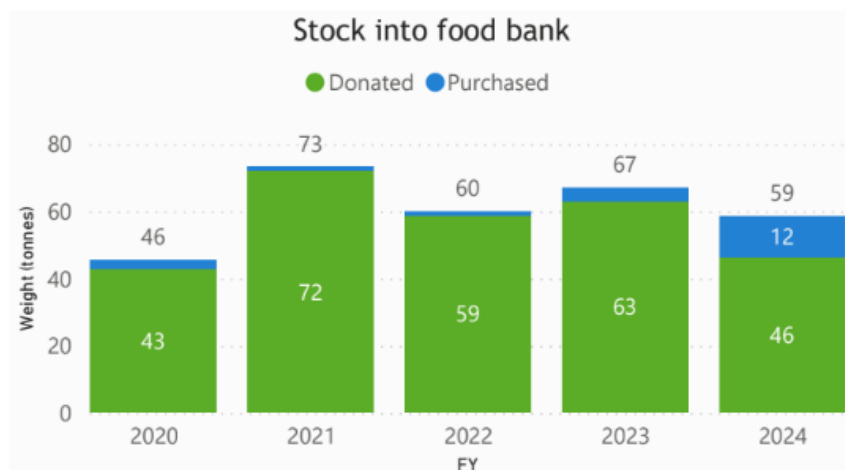
Top 10 referral sources, 2023-24:

Referral Source	Vouchers fulfilled 2023-24 (2022-23)
Help through Hardship	578 (489)
Windhill Advice Centre	277 (242)
BNFB-issued referrals	225 (349)
Job Centre Bradford	202 (323)
ShIPLEY Baptist Church	93 (69)
Aireborough Childrens Centre	68 (17)
ShIPLEY Medical Centre	55 (42)
Church on the Way	53 (54)
Gateway Centre	48 (51)
Equality Together	47 (13)

FOOD DONATIONS

Total food donated in 2023-24 is 47 tonnes (2023: 63 tonnes). The significant decrease in donations is attributed primarily to food price inflation (19.1% at the start of the reporting period), which resulted in food purchases of 12 tonnes (2023: 4 tonnes) to keep up with demand. This had a significant financial impact, which can be seen in our accounts below, although a number of grants both large and small helped us to meet this need.

Maintaining a stable food supply and financing purchases where needed remains a priority for the trustees.



Our main food sources continued to be donations via (or from) supermarkets at 41% (2023: 43%) and local churches at 29% (2023: 24%).

The foodbank is incredible grateful for all those who donated food through the year, especially to those supermarkets, churches and businesses who hosted permanent donation points. Morrisons Idle, Sainsbury's Greengates, Asda Shipley, Morrisons Guiseley and Co-op Saltaire are our most significant supermarket collection points, with Trinity Church Rawdon, St Peter's Shipley, Thackley Methodist Church, St Paul's Shipley and Shipley Baptist Church our most significant church donors.

We recorded food donations from 169 different sources through the year - this wide-ranging support helps sustain the service we offer.

FINANCIAL INCLUSION

Our welfare benefit advice service entered its second year in partnership Equality Together, Bradford Central Foodbank and Wyke Foodbank, offering one service across the Bradford district.

Significant financial gains were realised for our clients through the year, exceeding £0.5m. The partnership as a whole delivered £1.4m in financial gains, nearly triple the annual target.

This is down to the hard work of the team from Equality Together, who we are greatly thankful for. Some of these were as a result of work across many months.

It is estimated that 10% of clients who have seen an advisor through the year no longer need to use the foodbank, a proportion we expect to see increase as more clients see their claims or applications through to a decision.

We continue to work with Equality Together to improve the project, which enters its third year from April 2024. This has included more proactive gathering of feedback from clients who use the service.

Financial Inclusion KPIs 2023-2024, Bradford North Foodbank only:

	Annual Target	Q1	Q2	Q3	Q4	YTD
New people	120	69	44	38	42	193
FI Gains	£160,000	£202,000	£166,000	£99,000	£46,000	£513,000

Next steps

The foodbank has secured further grant funding to launch a second financial inclusion project, in this instance working with Citizens Advice Bradford to deliver housing, debt and asylum advice. This will be delivered from the three foodbank centres that do not currently have a face-to-face session with Equality Together and complement the service by offering different specialisms.

The key metric for this project will be debt management and write-offs.

Foodbank centres at St Lukes, Eccleshill and Christchurch, Windhill hosting this advisor are close to Shipley Baptist Church and Church on the Way, Idle, meaning clients in the Bradford wards of our area will have ready access to the advisor of their choice.

A more tailored solution is to be put in place at Trinity Church, Rawdon, including the hosting of city councillor drop-in surgeries and Citizens Advice.

CHRISTMAS FOOD

For Christmas 2023 we ran our Christmas food project directly through our foodbank centres, with all clients referred for a food parcel receiving a bag or two of Christmas foods and donated gifts.

These bags were prepared at our warehouse with the help of corporate volunteers and our referral partners issued vouchers through the standard referral route, with 712 people receiving a parcel through December.

VOLUNTEER PARTICIPATION

We continue to remain indebted to our wonderful team of volunteers, without whom we would not be able to operate. Our volunteer numbers increased to over 100 active volunteers for the first time in the year. Across our foodbank centres, the warehouse and the office we estimate

that over 15,000 volunteer hours were given in the year. Collectively they support the running of the centres, stock management, administration and delivery.

Volunteer onboarding, support and training continues to be a focus of our work. Julie Stephens took on the role of volunteer co-ordinator, and our Signposting Co-ordinator Julie Rainer, supported by our Trussell Trust Area Manager continued to offer training workshops on our approach to signposting, supporting clients and the benefits system. Certified First Aid training was delivered to over 20 volunteers in mid-2024 and we offer certified Food Hygiene training which has seen increased uptake through the year.

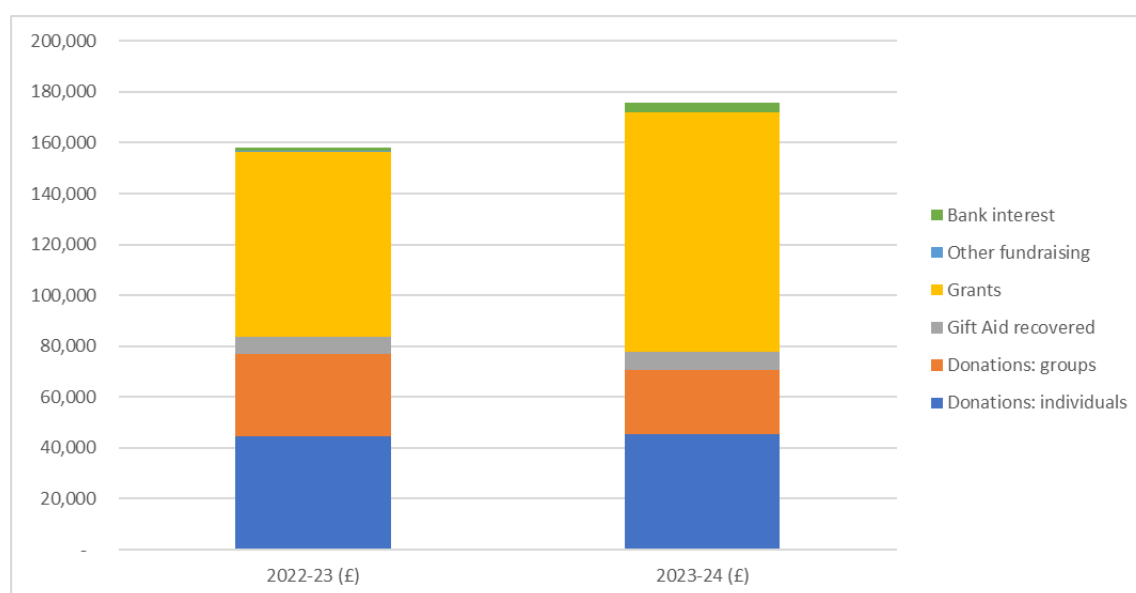
Turnover of volunteers has reduced significantly in the past year. The foodbank staff and trustees put significant effort into supporting, training and helping volunteers to ensure the best quality of service can be delivered to our clients. We continue to recruit new volunteers through word of mouth and our social media platforms.

Financial Review

Income in the year to 31 March 2024 increased from £158k to £176k, driven by increased grant receipts, offsetting a fall in donations from groups. Individual donations increased slightly, within this there being a marked increase in regular donations which really help with forecasting.

	2022-23 (£)	2023-24 (£)
Income		
Donations: individuals	44,367	45,446
Donations: groups	32,612	25,054
Gift Aid recovered	6,576	7,083
Grants	72,891	94,255
Other fundraising	485	121
Bank interest	1,306	3,646
Total	158,237	175,605

Bar chart of comparing sources of income 2022/23 vs 2023/24:



Expenses in the year to 31 March 2024 increased from £130k to £179k.

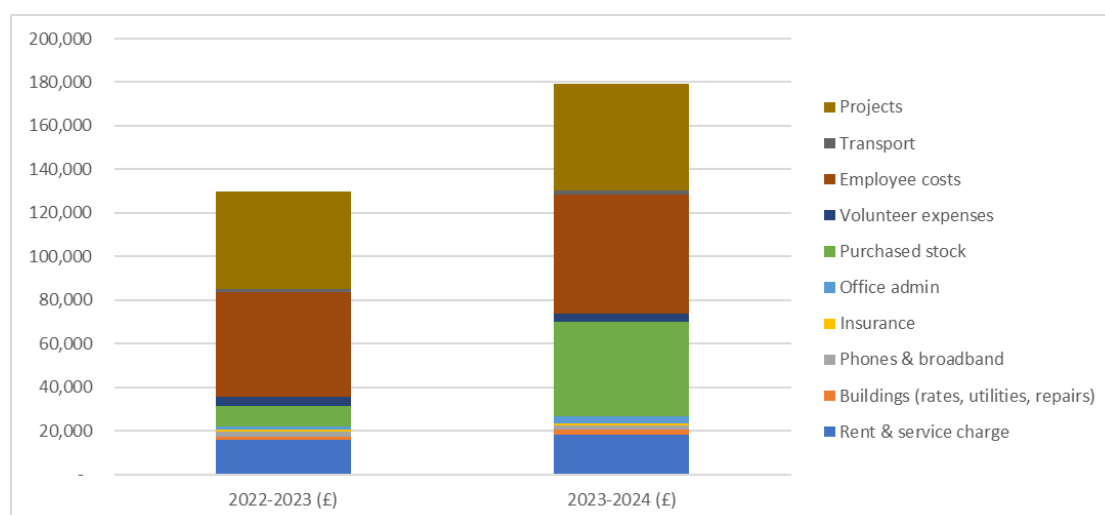
Additional paid staff (from 3 to 4) and total hours (from 76 to 96) was funded from grants and unrestricted reserves.

Purchased stock increased significantly, from £9.6k to £43k, although 70% of purchased stock was grant-funded. This value is expected to fall slightly in 2024-25 but it requires extensive work from staff and volunteers to sustain.

The overall deficit for the year was £3,493 (2023: surplus of £28,320).

Expenses	2022-2023 (£)	2023-2024 (£)
Rent & service charge	15,696	18,073
Buildings (rates, utilities, repairs)	1,605	2,640
Phones & broadband	2,246	1,614
Insurance	1,194	1,213
Office admin	1,168	3,273
Purchased stock	9,682	43,173
Volunteer expenses	3,809	3,713
Employee costs	48,344	54,844
Transport	1,521	1,521
Projects	44,652	49,036
Total	129,917	179,099

Bar chart of comparing categories of expenditure 2022/23 vs 2023/24:



The foodbank held £206,511 (2023: £210,004) in funds at the end of the year, of which £55,689 (2023: £59,037) was restricted grant money.

Grants were received in the year from the Woodrow Family Trust, Sovereign Healthcare, the Keith Howard Foundation, Trussell Trust, Shipley Town Council, Sainsbury's and Aldi.

The approved budget for 2024-25 expects a deficit of £73,012, largely connected to the grant for the final year of the Financial Inclusion Project being paid in 2023-24 (£41,000). By the mid-year (end September 2024) this deficit has reduced to £14,147 as further grant opportunities were realised.

The foodbank has a three-year business plan and expects its operations to be sustainable over this period. The trustees continue to work on grant funding opportunities, and are extremely grateful to those organisations who offered financial support, particularly Trussell who fully fund our Financial Inclusion programme and offer access to a range of other grant programmes.

Trustee Declaration

The trustees declare that they have approved the trustees’ report above.

Original signed on behalf of the charity’s trustees:

Trustee Name	Signature	Position (Chair / secretary etc.)	Date
Ben Clymo	<i>Ben Clymo</i>	Chair	04/01/2025
Pete Criddle	<i>Pete Criddle</i>	Treasurer	04/01/2025

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

Section A

Independent Examiner's Report

Report to the trustees/
members of

Bradford North Foodbank

On accounts for the year
ended

31st March 2024

Charity no
(if any)

1160060

Set out on page(s)

3-4

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 2011 (the Charities Act) and that an independent examination is needed. 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 matter has come to my attention (~~other than that disclosed below~~*)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act
 have not been met; or
2. to which, in my opinion, 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:

Nicola Cameron

Date:

17/11/24

Name:

NICOLA CAMERON

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

ACMA, CIMA

Address:

**42 SHAW LANE GARDENS,
GUISELEY, LEEDS
LS20 9JH**

Only complete if the examiner needs to highlight material problems.

Give here brief details of any items that the examiner wishes to disclose.

	Note	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
Income from charitable activities					
Donations: individuals		£ 45,446	£ -	£ 45,446	£ 44,367
Donations: groups		£ 24,604	£ 450	£ 25,054	£ 32,612
Gift Aid recovered		£ 7,083	£ -	£ 7,083	£ 6,576
Grants		£ -	£ 94,255	£ 94,255	£ 72,891
Other fundraising		£ 121	£ -	£ 121	£ 485
Bank interest		£ 3,646	£ -	£ 3,646	£ 1,306
TOTAL RECEIPTS		£ 80,901	£ 94,705	£ 175,606	£ 158,237

Expenditure on charitable activities					
Details	Note	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
Rent & Service Charges		£ 6,220	£ 11,853	£ 18,073	£ 15,696
Buildings (rates, utilities, repairs)		£ 1,807	£ 833	£ 2,640	£ 1,605
Phones & broadband		£ 1,614	£ -	£ 1,614	£ 2,246
Insurance		£ 1,213	£ -	£ 1,213	£ 1,194
Office Admin		£ 2,486	£ 787	£ 3,273	£ 1,168
Items purchased for distribution to clients		£ 13,270	£ 29,903	£ 43,173	£ 9,682
Volunteer expenses		£ 563	£ 3,150	£ 3,713	£ 3,809
Employee costs		£ 45,222	£ 9,622	£ 54,844	£ 48,344
Transportation		£ 1,208	£ 314	£ 1,521	£ 1,521
Projects		£ 7,443	£ 41,593	£ 49,036	£ 44,652
TOTAL PAYMENTS		£ 81,045	£ 98,054	£ 179,099	£ 129,917

BALANCE SUMMARY					
In Year Surplus/(Deficit)		-£ 145	-£ 3,348	-£ 3,493	£ 28,320
Balance Brought Forward:		£ 150,967	£ 59,037	£ 210,004	£ 181,684
Balance Carried Forward on 31st March 2024		£ 150,822	£ 55,689	£ 206,511	£ 210,004

BALANCE CARRIED FORWARD REPRESENTED BY:					
Reserves Account: Co-op				£ 27,492	£ 23,510
Co-operative Business Account (general funds)				£ 90,368	£ 112,043
Epworth Deposit Fund				£ 72,471	£ 70,771
Money held by Bradford Community Payroll & Accounts				£ 16,140	£ 3,556
Petty Cash				£ 41	£ 124
Payments pending				£ -	£ -
				£ 206,511	£ 210,004

IN-KIND GIFTS					
Gift vouchers - food purchases			£ 425	£ 425	£ -
TOTAL VALUE OF IN-KIND GIFT:				£ 425	£ -

VALUATION OF ASSETS WORTH OVER £500 at End of Financial Year				31/03/2024	31/03/2023
Mercedes Sprinter Van Purchase Value: £38,482.80 (List price + comfort pack + ply lining. Excludes on-the-road costs and graphics)					
Due to the low mileage and low weights transported we assume our van will not depreciate as rapidly as other similar vehicles. Therefore, to determine its value for accounting purposes, we use reducing value depreciation, set at 10% of the original value per annum, as we do not know the lifetime of the van.				£ 15,393	£ 19,241

The financial statements on pages 3 to 4 were approved by the Trustees, and authorised for issue on / / and signed on their behalf by:

Name

M. Callaghan
MARIA CALLAGHAN

Position

TRUSTEE

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

Section A

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Basis of independent
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Signed:

Nicola Cameron

Date:

17/11/24

Name:

NICOLA CAMERON

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

ACMA, CIMA

Address:

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TOTAL VALUE OF IN-KIND GIFT:			£ 425	£ 425	£ -

VALUATION OF ASSETS WORTH OVER £500 at End of Financial Year				31/03/2024	31/03/2023
Mercedes Sprinter Van Purchase Value: £38,482.80 (List price + comfort pack + ply lining. Excludes on-the-road costs and graphics) Due to the low mileage and low weights transported we assume our van will not depreciate as rapidly as other similar vehicles. Therefore, to determine its value for accounting purposes, we use reducing value depreciation, set at 10% of the original value per annum, as we do not know the lifetime of the van.				£ 15,393	£ 19,241

The financial statements on pages 3 to 4 were approved by the Trustees, and authorised for issue on / / and signed on their behalf by:

Name

M. Callaghan
MARIA CALLAGHAN

Position

TRUSTEE