

Charity registration number: 1160455

Littlehampton Foodbank

Annual Report and Financial Statements

for the Year Ended 31 December 2024

Littlehampton Foodbank

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Littlehampton Foodbank

Reference and Administrative Details

Chairman

Mr R W Wood

Trustees

Mr R W Wood

Ms T J Cash

Mr M J A Farquharson

Mrs L E Mott

Mrs J A Parton

Mrs H Pilling (resigned 19/05/2025)

Mr M P Collyer (appointed 01/05/2025)

Charity Registration Number

1160455

Principal Office

Littlehampton Baptist Church
29 Fitzalan Road
Littlehampton
West Sussex
BN17 5NY

Independent Examiner

Guy Witcher MAAT
93 Aldwick Road
Bognor Regis
West Sussex
PO21 2NW

Littlehampton Foodbank

Trustees' Report

The trustees present the annual report together with the financial statements of the charity for the year ended 31 December 2024.

Objectives and activities

Objects and aims

Littlehampton & District Foodbank's mission is to work towards the alleviation and prevention of poverty by providing 3 days nutritionally balanced emergency food to local people in need, along with signposting advice and additional support where possible. Foodbank sessions are 1pm - 3pm every Tuesday & Friday excluding public holidays, and are held in the rear hall of Littlehampton United Church.

In common with many foodbanks across the country, Littlehampton & District Foodbank has faced considerable challenges during 2024. Whilst demand fell slightly in 2024 compared to 2023, in real terms it was 56% higher than just three years ago. That's almost a thousand more people who could not afford to feed themselves and their households compared to 2021. With that in mind donations over the same period have dropped by 11%, resulting in the quantity of items needed to be purchased increasing from 597kg to an incredible 4,531kg.

People have faced the rising costs of essentials and priority debts (such as mortgage and rent arrears, council tax arrears and utility debts), and unexpected expenditure. Fortunately, 87% of households who came to us only needed the support of Littlehampton & District Foodbank three times or fewer, due in no small part to the effective sign posting carried out by volunteers and staff. During 2024 we provided food for 2,965 people from 747 households; 35% of these were children. That's 26,685 meals.

Our office and foodbank centre are both located in Littlehampton, but we cover a much wider area including East Preston, Rustington, Angmering, Arundel, Poling, Clapham and Patching. However, it is fair to say that many of our clients do come from Littlehampton with 33% living in River ward and 25% living in the Courtwick with Toddington ward last year. We are very aware that collection may not be possible for some clients for many reasons including disability, ill health or other reasons, and in these instances, we are able to offer a delivery service with our van.

People are referred to Littlehampton & District Foodbank by a number of organisations such as Help Through Hardship, Family Hubs, Citizens Advice, schools, and homeless projects. In 2024 Littlehampton & District Foodbank had 76 agencies directly signed up to them; any referral agency that is signed up to a Trussell foodbank (and can issue e-vouchers) can now allocate the foodbank voucher to whichever Trussell foodbank is most convenient to the client. We have also increased our ability to connect clients with a wide range of local groups and agencies that offer different kinds of assistance, as part of helping them out of their crisis. We have also extensively used social media to launch campaigns raising awareness, so the community is aware of the services provided and how to access help and support as well as donate.

We are only able to do all that we do, through the efforts of our committed team of more than thirty volunteers who work alongside our staff, donating their time to help us run foodbank sessions, manage our stock, and represent the foodbank at community events, all while showing love and compassion to those they meet. Without these committed volunteers we would be unable to provide the services we do.

In 2024, 26 tonnes of food and toiletries was donated and due to demand, it was necessary for us to purchase an additional 4.5 tonnes. Due to grants received, we were also able to provide clients who were struggling with the cost of their utility bills with slow cookers, and purchase fleece blankets and hot water bottles to give out to clients in the colder winter months.

We were fortunate enough to be supported by Waitrose, Asda, Morrisons, Lidl, Cooper Adams Estate Agents, the Tesco Express store at Finisterre Way and Titan Storage, who have continued to host permanent collection points for us throughout the year.

Littlehampton Foodbank Trustees' Report (continued)

The drop in donations has resulted in financial challenges and our ability to continue to support people in our community is due to the very significant financial contribution from Trussell in 2024 and grants from a range of organisations including Southern Co-Op, John Lewis, and Littlehampton Town Council.

We would like to thank Littlehampton Baptist Church for accommodating our office, and to Turning Tides for providing us a home from which to run the foodbank. We are also thankful to the Littlehampton Rotary Club and Littlehampton District Lions Club for all their support. In addition, we are grateful to have had continued support from our local churches, schools, community groups and all the people who support us individually. We could not do what we do without this help and support.

Matthew 25:35-36

For I was hungry and you gave me something to eat, I was thirsty and you gave me something to drink, I was a stranger and you invited me in, I needed clothes and you clothed me, I was sick and you looked after me, I was in prison and you came to visit me.

Public benefit

The trustees have considered the Charity Commission's general guidance on public benefit and in particular its supplementary public guidance on the Prevention of Relief of Poverty for the Public Benefit.

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

The annual report was approved by the trustees of the charity on Oct 14, 2025 and signed on its behalf by:

Roy Wood
Roy Wood (Oct 14, 2025 10:50:45 GMT+1)
.....
Mr R W Wood
Chairman and trustee

Littlehampton Foodbank

Statement of Trustees' Responsibilities

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

The law applicable to charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

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

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008, and the provisions of the constitution. The trustees 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.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by the trustees of the charity on Oct 14, 2025 and signed on its behalf by:

Roy Wood

Roy Wood (Oct 14, 2025 10:50:45 GMT+1)

Mr R W Wood
Chairman and trustee

Littlehampton Foodbank

Independent Examiner's Report to the trustees of Littlehampton Foodbank

I report to the trustees on my examination of the accounts of Littlehampton Foodbank for the year ended 31 December 2024.

Responsibilities and basis of report

As the charity trustees of Littlehampton Foodbank 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 Littlehampton Foodbank's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all 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 in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of Littlehampton Foodbank as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting 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 no concerns and 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.

.....
Guy Witcher MAAT
Matthews Hanton Limited

93 Aldwick Road
Bognor Regis
West Sussex
PO21 2NW

Date:.....

Littlehampton Foodbank

Statement of Financial Activities for the Year Ended 31 December 2024

	Note	Unrestricted funds £	Restricted funds £	Total 2024 £
Income and Endowments from:				
Charitable activities		53,364	102,405	155,769
Total income		53,364	102,405	155,769
Expenditure on:				
Charitable activities		(29,073)	(66,276)	(95,349)
Total expenditure		(29,073)	(66,276)	(95,349)
Net income		24,291	36,129	60,420
Gross transfers between funds		14,198	(14,198)	-
Net movement in funds		38,489	21,931	60,420
Reconciliation of funds				
Total funds brought forward		31,099	39,588	70,687
Total funds carried forward	12	69,588	61,519	131,107
	Note	Unrestricted funds £	Restricted funds £	Total 2023 £
Income and Endowments from:				
Charitable activities		69,075	49,198	118,273
Total income		69,075	49,198	118,273
Expenditure on:				
Charitable activities		(91,068)	(9,611)	(100,679)
Total expenditure		(91,068)	(9,611)	(100,679)
Net (expenditure)/income		(21,993)	39,587	17,594
Net movement in funds		(21,993)	39,587	17,594
Reconciliation of funds				
Total funds brought forward		53,092	-	53,092
Total funds carried forward	12	31,099	39,587	70,686

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2023 is shown in note 12.

Littlehampton Foodbank
(Registration number: 1160455)
Balance Sheet as at 31 December 2024

	Note	2024 £	2023 £
Fixed assets			
Tangible assets	7	1,215	1,620
Current assets			
Stocks	8	9,053	6,782
Debtors	9	5,657	4,969
Cash at bank and in hand	10	117,668	60,091
		132,378	71,842
Creditors: Amounts falling due within one year	11	(2,486)	(2,776)
Net current assets		129,892	69,066
Net assets		131,107	70,686
Funds of the charity:			
Restricted income funds			
Restricted funds		61,519	39,587
Unrestricted income funds			
Unrestricted funds		69,588	31,099
Total funds	12	131,107	70,686

The financial statements on pages 8 to 15 were approved by the trustees, and authorised for issue on
Oct 14, 2025 and signed on their behalf by:

Roy Wood
[Roy Wood \(Oct 14, 2025 10:50:45 GMT+1\)](#)
Mr R W Wood
Chairman and trustee

Littlehampton Foodbank

Notes to the Financial Statements for the Year Ended 31 December 2024

1 Accounting policies

Statement of compliance

The financial statements have been prepared in accordance with the second edition of the Charities Statement of Recommended Practice issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

Basis of preparation

Littlehampton Foodbank meets the definition of a public benefit entity under FRS 102. The accounts (financial statements) 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.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Income and endowments

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

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

Legacies are recognised on receipt or otherwise if the foodbank has been notified of an impending distribution, the amount is known and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees meetings and reimbursed expenses.

Littlehampton Foodbank

Notes to the Financial Statements for the Year Ended 31 December 2024 (continued)

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Fixtures & fittings	25% RB

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if there is no unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Littlehampton Foodbank

Notes to the Financial Statements for the Year Ended 31 December 2024 (continued)

2 Income from charitable activities

	Unrestricted funds £	Restricted funds £	Total funds £
Foodbank activities	53,364	102,405	155,769
Total for 2024	53,364	102,405	155,769
Total for 2023	69,075	49,198	118,273

3 Expenditure on charitable activities

	Unrestricted funds £	Restricted funds £	Total funds £
Foodbank activities	28,668	66,276	94,944
Governance costs	405	-	405
Total for 2024	29,073	66,276	95,349
Total for 2023	91,068	9,611	100,679

4 Analysis of governance and support costs

	Unrestricted funds £	Total funds £
Depreciation, amortisation and other similar costs	405	405
Total for 2024	405	405
Total for 2023	539	539

6 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

Littlehampton Foodbank

Notes to the Financial Statements for the Year Ended 31 December 2024 (continued)

6 Taxation

The charity is a registered charity and is therefore exempt from taxation.

7 Tangible fixed assets

	Furniture and equipment £	Total £
Cost		
At 1 January 2024	7,933	7,933
Additions	(132)	(132)
At 31 December 2024	7,801	7,801
Depreciation		
At 1 January 2024	6,181	6,181
Charge for the year	405	405
At 31 December 2024	6,586	6,586
Net book value		
At 31 December 2024	1,215	1,215
At 31 December 2023	1,752	1,752

8 Stock

	2024 £	2023 £
Stocks	9,053	6,782

9 Debtors

	2024 £	2023 £
Trade debtors	2,435	2,489
Other debtors	3,222	2,480
	5,657	4,969

10 Cash and cash equivalents

	2024 £	2023 £
Cash on hand	52	49
Cash at bank	117,616	60,042
	117,668	60,091

Littlehampton Foodbank

Notes to the Financial Statements for the Year Ended 31 December 2024 (continued)

11 Creditors: amounts falling due within one year

	2024 £	2023 £
Trade creditors	1,990	2,280
Other creditors	76	76
Accruals	420	420
	<u>2,486</u>	<u>2,776</u>

12 Funds

	Balance at 1 January 2024 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 December 2024 £
Unrestricted funds					
<i>General</i>					
General Funds	31,099	53,364	(29,073)	14,198	69,588
Restricted funds					
Neighbourly (Co-Op)	-	4,123	(2,087)	-	2,036
Robert Slaymaker	2,000	-	(1,008)	-	992
The Sussex Community Foundation	10,398	-	(5,330)	-	5,068
Turning Tides	14,198	-	-	(14,198)	-
West Sussex County Council	11,992	179	(2,914)	-	9,257
Littlehampton Rotary Club	1,000	-	(1,000)	-	-
Littlehampton Town Council	-	350	(326)	-	24
Trussell Trust Sustainability Grant	-	79,783	(35,641)	-	44,142
Trussell Trust Emergency Grant	-	17,970	(17,970)	-	-
	<u>39,588</u>	<u>102,405</u>	<u>(66,276)</u>	<u>(14,198)</u>	<u>61,519</u>
Total funds	<u>70,687</u>	<u>155,769</u>	<u>(95,349)</u>	<u>-</u>	<u>131,107</u>

Littlehampton Foodbank

Notes to the Financial Statements for the Year Ended 31 December 2024 (continued)

	Balance at 1 January 2023 £	Incoming resources £	Resources expended £	Balance at 31 December 2023 £
Unrestricted funds				
<i>General</i>				
General Funds	53,092	69,075	(91,068)	31,099
Restricted funds				
Certas	-	700	(700)	-
Neighbourly (Co-Op)	-	700	(700)	-
Robert Slaymaker	-	2,000	-	2,000
The Sussex Community Foundation	-	10,600	(203)	10,397
Turning Tides	-	14,198	-	14,198
West Sussex County Council	-	20,000	(8,008)	11,992
Littlehampton Rotary Club	-	1,000	-	1,000
	-	49,198	(9,611)	39,587
Total funds	53,092	118,273	(100,679)	70,686

These accounts contain a transfer of funds from the "Turning Tides" restricted fund, to the general fund.

This is actually to account for a misallocation of expenses in the previous year's accounts, as wages costs which were expended from the "Turning Tides" fund were disclosed last year as having been expended from the general fund.

Therefore, although we are showing a transfer in this set of accounts to correct the fund balance, it is not actually a transfer and so we consider this to be correct in relation to the nature of the restriction of the "Turning Tides" fund.

13 Analysis of net assets between funds

	Unrestricted funds General £	Restricted funds £	Total funds at 31 December 2024 £
Tangible fixed assets	1,215	-	1,215
Current assets	54,061	78,317	132,378
Current liabilities	(2,486)	-	(2,486)
Total net assets	52,790	78,317	131,107
	Unrestricted funds General £	Restricted funds £	Total funds at 31 December 2023 £
Tangible fixed assets	1,620	-	1,620
Current assets	32,255	39,587	71,842
Current liabilities	(2,776)	-	(2,776)
Total net assets	31,099	39,587	70,686

Littlehampton Foodbank

Statement of Financial Activities by fund for the Year Ended 31 December 2024

	Total Unrestricted Funds 2024 £	Total Unrestricted Funds 2023 £
Income and Endowments from:		
Charitable activities	53,364	69,075
Total income	53,364	69,075
Expenditure on:		
Charitable activities	(29,073)	(91,068)
Total expenditure	(29,073)	(91,068)
Net income/(expenditure)	24,291	(21,993)
Gross transfers between funds	14,198	-
Net movement in funds	38,489	(21,993)
Reconciliation of funds		
Total funds brought forward	31,099	53,092
Total funds carried forward	69,588	31,099

Littlehampton Foodbank

Statement of Financial Activities by fund for the Year Ended 31 December 2024 (continued)

	Total Restricted Funds 2024 £	Total Restricted Funds 2023 £
Income and Endowments from:		
Charitable activities	102,405	49,198
Total income	102,405	49,198
Expenditure on:		
Charitable activities	(66,276)	(9,611)
Total expenditure	(66,276)	(9,611)
Net income	36,129	39,587
Gross transfers between funds	(14,198)	-
Net movement in funds	21,931	39,587
Reconciliation of funds		
Total funds brought forward	39,588	-
Total funds carried forward	61,519	39,587

Littlehampton Foodbank

Detailed Statement of Financial Activities for the Year Ended 31 December 2024

	Total 2024 £	Total 2023 £
Income and Endowments from:		
Charitable activities (analysed below)	155,769	118,273
Total income	155,769	118,273
Expenditure on:		
Charitable activities (analysed below)	(95,349)	(100,679)
Total expenditure	(95,349)	(100,679)
Net income	60,420	17,594
Net movement in funds	60,420	17,594
Reconciliation of funds		
Total funds brought forward	70,687	53,092
Total funds carried forward	131,107	70,686

Littlehampton Foodbank

Detailed Statement of Financial Activities for the Year Ended 31 December 2024 (continued)

	Total 2024 £	Total 2023 £
<i>Charitable activities</i>		
Appeals and donations	29,491	46,079
Gift Aid tax reclaimed	11,997	12,196
Grants - other agencies	-	700
Grants - other agencies	17,970	-
Grants - other agencies	4,123	700
Grants - other agencies	-	2,000
Grants - other agencies	-	10,600
Grants - other agencies	-	14,198
Grants - other agencies	179	20,000
Grants - other agencies	-	1,000
Grants - other agencies	350	-
Grants - other agencies	79,783	-
Grants - other agencies	11,746	10,685
Interest on cash deposits	130	115
	<hr/> 155,769	<hr/> 118,273
<i>Charitable activities</i>		
Direct costs	-	(700)
Direct costs	(887)	(700)
Direct costs	(5,330)	(203)
Direct costs	(2,914)	(8,008)
Direct costs	(326)	-
Direct costs	(261)	(2,563)
Wages and salaries	(12,687)	-
Wages and salaries	(1,200)	-
Wages and salaries	(35,641)	-
Wages and salaries	-	(52,374)
Staff training	(300)	-
Staff training	(1,008)	-
Staff training	(166)	(1,733)
Rent	(2,500)	-
Rent	(1,000)	-
Rent	(11,525)	(16,073)
Insurance	(2,022)	(1,553)
Repairs and renewals	(333)	(232)
Telephone and fax	(310)	(720)
Computer software and maintenance costs	-	(290)
Printing, postage and stationery	(1,504)	(1,159)
Trade subscriptions	(360)	(360)

Littlehampton Foodbank

Detailed Statement of Financial Activities for the Year Ended 31 December 2024 (continued)

	Total 2024 £	Total 2023 £
Sundry expenses	(3,207)	(1,739)
Motor expenses	(2,483)	-
Motor expenses	(5,636)	(8,934)
Travel and subsistence	(484)	(536)
Advertising	(678)	(223)
Accountancy fees	(2,122)	(1,968)
Bank charges	(60)	(72)
Depreciation of fixtures and fittings	(306)	(407)
Depreciation of office equipment	(99)	(132)
	(95,349)	(100,679)