



Trustees' Annual Report for the period

Period start date				To	Period end date		
From	01	02	2020		31	01	2021

Section A

Reference and administration details

Charity name HOPE FOR FOOD

Other names charity is known by

Registered charity number (if any) 1162039

Charity's principal address Unit 13 West Howe Industrial Estate

Elliott Road

Bournemouth

Postcode

BH11 8LZ

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	James Sharp	Chair		
2	Sam Langdown			
3	Sheena Read			
4	Mary Duncan	Secretary		
5	David Clayton	Vice Chair		
6	Pauline Stevenson	Treasurer		
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document

(eg. trust deed, constitution)

Constitution

How the charity is constituted

(eg. trust, association, company)

Association

Trustee selection methods

(eg. appointed by, elected by)

Either proposed by the Members and elected by the Charity in General Meeting or appointed by the existing Trustees, both in accordance with the constitution.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The COVID-19 pandemic has had a marked effect on our operations, as detailed in the sections below.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The prevention or relief of poverty in Bournemouth and the surrounding areas. In particular (but not exclusively), by providing emergency food supplies, toiletries, clothing and household goods. These are provided to individuals, families and or/charities, or other organisations working to prevent or relieve poverty.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Homeless Support

Up to and following the 1st full lockdown, we have continued to run community meals every week, helping the homeless by serving hot meals, hot soup, hot and cold drinks, sandwiches, cakes, pastries, savouries, fruit, vegetables, bread, etc. In addition, we have also provided clothing, bedding and toiletries. When requested we have also handed out equipment such as tents, sleeping bags, rucksacks, boots etc. During the full lockdown we also provided packed lunches to those in temporary accommodation without food support.

We have also supplied furniture and household items to individuals who have moved into accommodation from homelessness.

Families and School Support

We are continuing to provide food parcels **all year round** to households referred to us by schools, health care or social workers. At Christmas and Easter, additional hampers have been given to families in need. We also provide to them clothing, small household items, together with furniture and household appliances (when we can). By the end of 2020, we were distributing over 450 parcels per month.

General

Collection and distribution of surplus food from supermarkets, wholesalers, shops & restaurants for the homeless, families in need, local hostels and women's refuges.

We operate two warehouses and three vehicles in support of the above.

The trustees have had regard to the guidance issued by the Charity Commission on public benefit, whilst providing the services listed above.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The charity continues to be 100% run by volunteers. Volunteers and Trustees donate the time they give **and no one is paid**. The contribution made by our volunteers is and always will be immeasurable.

The Trustees would like to thank all our volunteers for their efforts in supporting what we do in the local community, especially during the COVID-19 pandemic with the associated increased risk.

Due to the superb efforts of our volunteers, we haven't had to cut back on any of our services (at least not through our own choice) and have actually managed to increase the help we give to families and the local community.

Summary of the main achievements of the charity during the year

This year has been especially challenging due to the COVID-19 pandemic and one of the main achievements has been the way the charity and its volunteers have adapted to the new reality. This has meant identifying and mitigating against the increased risk from COVID-19 at our community meals, when in direct contact with families (and schools) and also operating within our warehouses. Foremost was the safety of both our volunteers and clients (though the provision of PPE equipment, social distancing, hygiene, etc).

We have also coordinated our efforts with other local charities and organisations more than ever before, one example being during the governments "Everyone In" initiative. Whilst we temporarily suspended our community meals, we were still able to provide packed lunches and other items to those in accommodation without food provision.

One of the misconceptions that we now face is that the "homeless issue" was somehow "fixed" during the 1st COVID-19 lockdown, with all the homeless now fully housed. Unfortunately, this is far from reality, with many homeless only placed into *temporary* accommodation of varying quality, including the use of hotels and B&Bs. This means that many still do not have access to food and/or cooking facilities and have basically just been given a bed for the night.

In coordination with other locally operating homeless charities, we restarted our community meals in September 2020 to fill these gaps. We have reduced the number our community meals from five (pre-pandemic) to two, as the demand is thankfully lower than before. However, the coordination with other charities still means that between us all, we still cover every day of the week.

Whilst the demands placed on the charity from helping the homeless has reduced, the opposite is true of helping families in need. The amount of help we provide, mainly through the provision of weekly food parcels, has almost doubled during 2020.

This increased support to families led to too much pressure on our existing warehouse units, so at the end of 2020 we decided to look for a much larger, single warehouse, which could be coordinated with the leases on our two existing smaller warehouses finishing in 2021. Not only would this give us twice the space as before, but also a reduction in management and overheads by replacing two units with one.

Whilst waiting to move into the new warehouse, we continued to open up the existing units 3 mornings a week and have donation bins available for all other times. The units are manned by our volunteers, where they accept, sort and pack all items ready for redistribution, either for collection from the units, or we deliver to schools or the client's home if required. Our collections van is regularly used to collect and deliver donations. All these operations are undertaken with complete regard to the safety of all concerned through the use of PPE, social distancing, etc.

In addition to the regular food hampers, we have continued to provide Christmas and Easter hampers. Christmas 2020 saw us provide over 700 to local schools for families in need.

Section E

Financial review

Brief statement of the charity's policy on reserves

Please also read the Reserves Note in Section F. The charity has total reserves available of £196,973 (as at 31/1/2021), of which £26,600 is already designated with a further £120,000 in reserve for specific contingencies. The unallocated reserves of £50,373 will be partly used to increase our monthly support to families in need, as we expect this demand to continue to rise during the continuing COVID-19 pandemic.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Our principle source of funding is through extremely kind donations from the general public, together with the generosity of many local companies, with occasional small grants from national companies.

We are also very grateful for the equally important donations of non-monetary items, such as food and clothing.

Whereas last year we thought it prudent to budget for an anticipated downturn in donations (as the pandemic took hold), the generosity of the public has once again astonished us and donations actually increased by approximately £25k during 2020/21. This has left us with more reserves than expected, which means that we are even more confident that we can keep pace with the increased demands from families and schools.

Section F

Other optional information

Reserves Notes (See Section E) cont.

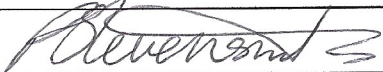
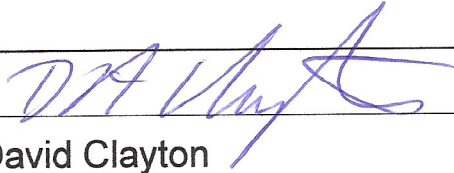
1. The charity has designated funds from reserves of a) £5,000 for dilapidation costs (for the expiry of two leases in 2021/22), b) £15,000 for fitting out a new warehouse and c) £6,600 for net adjustments for the warehouse deposits (a total of £26,600).
2. With the new warehouse, the charity will be taking on a much larger commitment (albeit a very necessary one) for the next five years. One of our main financial objectives it to never get into a position where we are forced to withdraw key services due to unexpected financial constraints. With this in mind, we intend to hold in reserve the whole of the lease costs of the new warehouse, thereby guaranteeing the continued operation of the charity for the next five years (a total of £100,000).
3. The charity believes it sensible to hold three months running costs (a total of £15,000) in reserve.
4. Sadly, the charity also believes it sensible to hold £5,000 in reserve for homeless funeral expenses.

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Pauline Stevenson	David Clayton
Position (eg Secretary, Chair, etc)	Treasurer	Vice Chair
Date	28 th November 2021	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
HOPE FOR FOOD

No (if any)
1162039

Receipts and payments accounts

CC16a

For the period from	Period start date	To	Period end date
	01/02/2020		31/01/2021

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations	106,846	1,525	-	108,371	82,698
Fundraising	10,636	5,664	-	16,300	4,345
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	117,482	7,189	-	124,671	87,042
A2 Asset and investment sales, (see table).					
Rent Deposit Refund	-	-	-	-	3,180
Vehicles	1,000	-	-	1,000	-
Sub total	1,000	-	-	1,000	3,180
Total receipts	118,482	7,189	-	125,671	90,222
A3 Payments					
Homeless Support	17,799	964	-	18,763	28,163
Families & Schools Support	30,603	1,525	-	32,128	20,922
Fundraising	97	-	-	97	185
Administration & Other Costs	6,457	-	-	6,457	2,441
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	54,956	2,489	-	57,445	51,710
A4 Asset and investment purchases, (see table)					
Vehicles	16,079	-	-	16,079	-
Fridges & Freezers	-	5,554	-	5,554	-
Warehouse Equipment	10,068	-	-	10,068	4,634
	-	-	-	-	-
Sub total	26,147	5,554	-	31,700	4,634
Total payments	81,103	8,043	-	89,146	56,344
Net of receipts/(payments)	37,379	- 854	-	36,525	33,878
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	159,594	12,428	-	172,023	138,144
Cash funds this year end	196,973	11,575	-	208,548	172,023

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank (Current)	91,772		-
	Bank (Savings)	88,425	11,575	-
	PayPal	16,775	-	-
	Total cash funds	196,973	11,575	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

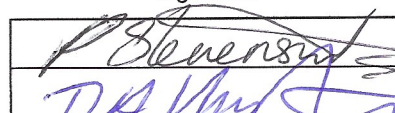
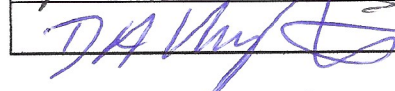
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Other Vehicles	Unrestricted	36,047	-
	Deposits	Unrestricted	3,000	-
	Warehouse Equipment	Unrestricted	15,810	-
	Clothes Bank	Unrestricted	300	-
	Computer	Unrestricted	190	-
	Shower Van	Restricted	25,400	-
	Fridges and Freezers	Restricted	5,554	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Pauline Stevenson	28/11/2021
	David Clayton	28/11/2021

Hope for Food Charity (No. 1162039)

Receipts and Payments Accounts for the Year Ended 31/01/2021

	£	£	£
<u>A1 Receipts</u>			
Donations	£108,370.67		
Fundraising	£16,299.98		
Receipts Sub Total		£124,670.65	
<u>A2 Asset Sales</u>			
Total Asset Sales		£1,000.00	
Total Receipts			£125,670.65
	£	£	
<u>A3 Payments</u>			
Homeless Support	£18,762.94		
Families & Schools Support	£32,128.28		
Fundraising Costs	£97.19		
Wages and Salaries	Nil		
Administration/Other	£6,456.87		
Payments Sub Total		£57,445.28	
<u>A4 Asset Purchases</u>			
Vehicles	£16,078.80		
Fridges & Freezers	£5,553.55		
Warehouse Racking/Equipment	£10,068.00		
Total Asset Purchases		£31,700.35	
Total Payments			-£89,145.63
Net of Receipts/(Payments)			£36,525.02

Hope for Food Charity (No. 1162039)

Receipts and Payments Accounts for the Year Ended 31/01/2021

Cash Funds

Date	Bank	Savings	PayPal	Total
01/02/2020 Opening Balance	£171,775.65	£0.00	£247.02	£172,022.67
31/01/2021 Closing Balance	£91,772.20	£100,000.00	£16,775.49	£208,547.69
Net Movement	-£80,003.45	£100,000.00	£16,528.47	£36,525.02

Restricted Funds

	b/f 01/02/2020	Receipts Into	Payments Out of	c/f 31/01/2021
Sleeping Bags	£670.00			£670.00
Baby Don Appeal	£192.00			£192.00
Funerals for Babies	£2,000.00			£2,000.00
D.S. Fund *	£1,457.31			£1,457.31
Shower Machine	£2,090.61		-£520.09	£1,570.52
Selection Boxes	£148.32			£148.32
Homeless Boots	£2,800.00		-£413.89	£2,386.11
Homeless Wet Weather	£2,898.00		-£29.99	£2,868.01
Food	£0.00	£1,525.00	-£1,525.00	£0.00
N.F. Fund *	£172.25			£172.25
Fridges & Freezers	£0.00	£5,664.00	-£5,553.55	£110.45
Totals	£12,428.49	£7,189.00	-£8,042.52	£11,574.97

* Full names removed for privacy



Section A

Independent Examiner's Report

Report to the trustees/
members of

HOPE FOR FOOD

On accounts for the year
ended

31/01/2021

Charity no
(if any)

1162039

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/01/2021.

Responsibilities and
basis of report

As the charity's trustees, 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 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 ~~(other than that disclosed below*)~~ 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 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.

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

Signed:

M White

Date:

26/11/21

Name:

MARIANNE WHITE

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

AAT Licenced Accountant 1003917
ACCA Qualified

Address:

53 Wroxham Road

Poole
Dorset, BH12 1NL

Section B**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

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