

**The Hive Food Bank**  
**(Registered Charity Number: 1162363)**

**Report of the Trustees for the year ending 31 December 2022**

**Date of Report: 21 September 2023**

The trustees present their annual report and accounts for the year ended 31 December 2021 and confirm that they comply with The Charities (Accounts and Reports) Regulations 2008.

**Reference and Administrative Information**

Charity Name	The Hive Food Bank
Charity Registration Number	1162363
Principal Office	13 Halstow Road London NW105DB
Board of Trustees	Andrew Hill Bryony Hirsch Tamsin Merchant Kimberley Staines-Rebeiro Natalie Stewart

**Structure, governance and management**

**Governing document**

The Hive Food Bank is constituted as a charitable incorporated organisation registered with the Charity Commission on 24 June 2015. It is governed by a Constitution of a Charitable Incorporated Organisation whose only voting members are its charity trustees, which was submitted to the Charity Commission on incorporation of the charity.

**Organisational structure**

The charity trustees are responsible for the general control and management of the charity. The trustees give their time freely and receive no remuneration or other financial benefits.

The trustees meet together regularly on an informal basis and have a formal quarterly trustee meeting. They are responsible for all decisions taken in relation to running the food bank and the activities provided by the charity.

## **Recruitment and appointment of trustees**

The Constitution of the charity dictates that there must be at least 3 charity trustees and that the maximum number of charity trustees is 7. If the charity wishes to appoint more trustees the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the charity. In addition, the charity will make available to each new charity trustee, on or before his or her first appointment: (a) a copy of the current version of the constitution, and (b) a copy of the charity's latest Trustees' Annual Report and statement of accounts.

## **Objectives and aims**

### **Our aims**

The objects of the charity are set out in the charity's Constitution and are summarised as follows:

The prevention or relief of poverty in London by providing items and services to individuals in need and/or charities, or other organisations working to prevent or relieve poverty;

The relief of financial hardship or distress among people in need living or working in London by providing such persons with food which they could not otherwise afford through lack of means and in such other ways as the trustees think fit from time to time.

### **How our activities deliver public benefit**

The trustees confirm that they have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers and duties. During the period the report relates to, weekly sessions distributing food supplies to people in need continued throughout the period. As the COVID-19 pandemic continued and the cost of living crisis emerged, the need for the charity's services remained at a vastly increased level. New volunteers were recruited and trained during the period, in order to assist with both weekly sessions and fundraising activities. Shift managers were also recruited from the charity's existing pool of volunteers, who took on leadership positions with responsibility for running distribution sessions and management of other volunteers. The trustees continued to organise food donations and developed relationships with supermarket distribution centres in order to provide a steady buffer of food supplies for weekly distribution sessions. Relationships with local community service providers who act as referrers were developed and strengthened, with such referrers continuing to identify those in need and refer them to the charity.

### **Achievements and performance**

The charity continued the weekly distribution sessions and provided food supplies to beneficiaries in need. Food donations were also given to the charity during this time, and support

from local charitable organisations enabled the stock of a buffer of food provisions for the charity. Strong relationships were built and maintained with local community organisations, strengthening the support given by the charity to beneficiaries in the local community.

## **Financial review and results for the period ending 31 December 2022**

### **Reserves policy**

The trustees have maintained a reserves policy of £1000.

During the period in question, the charity had income totalling £30,888 and expenditure totalling £44,551. Please see Appendix 1 for the financial statement for the period in question.

As the charity had an annual income in excess of £25,000 for the financial year ending 31 December 2020, the trustees have arranged for Margaret Laithwaite, an independent person who has experience in charity accounting to carry out an independent examination of the charity's accounts. Pursuant to the Charities Act 2011, the trustees reasonably believe that Margaret Laithwaite has the requisite ability and practical experience to carry out a competent examination of the charity's accounts.

The examiner's report to the trustees is appended as Appendix 2 to this report.

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

Signed on behalf of the charity's trustees

Natalie Stewart,  
in her capacity as a trustee  
of The Hive Food Bank

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*N. A. Luke*

**Appendix 1**  
**Financial Report for Year End**  
**2022**

Charity name: The Hive Food Bank  
Registered Charity Number: 1162363

	Incoming	Outgoing	Balance at 31 December 2022
Hive monies to end of December 2022	£30,888	£44,551	£31,882

**Appendix 2**

**Examiner's Report to the Trustees**



## Receipts and payments accounts

CC16a

For the period  
from

01-Jan-22

To

31-Dec-22

## 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 £
<b>A1 Receipts</b>					
Grants	-	9,050	-	9,050	16,641
Donations	21,838	-	-	21,838	27,121
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	21,838	9,050	-	30,888	43,762
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	21,838	9,050	-	30,888	43,762
<b>A3 Payments</b>					
Supplies	34,258	9,050	-	43,308	41,730
Insurance	123	-	-	123	123
Staffing (ed hoc admin support)	972	-	-	972	1,032
Accountants Fees	160	-	-	160	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	35,501	9,050	-	44,551	42,885
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	35,501	9,050	-	44,551	42,885
Net of receipts/(payments)	-	-	-	13,663	877
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	45,646	-	-	45,646	-
Cash funds this year end	31,882	-	-	31,882	45,646

## 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		31,882	-	-
		-	-	-
		-	-	-
	Total cash funds	31,882	-	-
(agree balances with receipts and payments accounts)				
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
B3 Investment assets		-	-	-
		-	-	-
		-	-	-
B4 Assets retained for the charity's own use		-	-	-
		-	-	-
		-	-	-
B5 Liabilities		-	-	-
		-	-	-
		-	-	-

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

Signature

Print Name

Date of  
approval

N.A. Galt

NATALIE STUART

21.09.23



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

The Hive Food Bank

**On accounts for the year  
ended**

December 2022

**Charity no  
(if any)**

1162363

**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 31/12/2022

**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:**

*M. Laithwaite*

**Date:** 21<sup>st</sup> Sept 2023

**Name:**

Margaret Laithwaite

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

ACMA, CGMA

**Address:**

Leacroft, Stoke Road,  
Maidencombe, Torquay,  
Devon, TQ1 4TN

Only complete if the examiner needs to highlight 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.