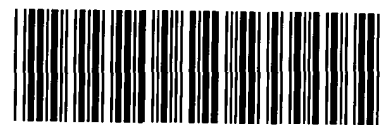


THE COMMUNITY STOREHOUSE TRUSTEE REPORT & ACCOUNTS FOR THE YEAR ENDED 31 July 2022



Food shared with

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COMPANIES HOUSE

CHARITY REGISTRATION NUMBER 1162887. COMPANY REGISTRATION NUMBER 07705389

REPORT OF THE TRUSTEES OF THE COMMUNITY STOREHOUSE
FOR THE YEAR ENDING 31 JULY 2022

REFERENCE AND ADMINISTRATIVE DETAILS

Full Name: The Community Storehouse
Governing Documents: Memorandum and Articles of Association as amended on 6 July 2015
Constitution: A company limited by guarantee with no share capital and the liability of each member on winding up limited to £10
Charity Registration no: 1162887
Company Registration Number: 07705389

DIRECTORS AND TRUSTEES James Cable Chairman
Gill Lloyd Treasurer
Marian Clements
Erica Jones
Nicola Manchester
Charlotte Walters (appointed 15th June 2022)
Terence Meakins (appointed 7th February 2022)
Harriet Wright

Address of registered office: 31 Church Road
Paddock Wood
Kent TN12 6HD

Bankers: HSBC
105 Mount Pleasant
Tunbridge Wells
Kent TN1 1QP

Independent Examiners: T Lane
Director in M N Jenks & Co Limited
72 Commercial Road
Paddock Wood
Tonbridge
Kent TN12 6DP

REPORT OF THE TRUSTEES OF THE COMMUNITY STOREHOUSE

FOR THE YEAR ENDING 31 JULY 2022

The Trustees submit their annual report and financial statements for the year ended 31 July 2022 in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's governing document, the Charities Act 2011, the Companies Act 2006 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The Community Storehouse (TCS) was incorporated on 14th July 2011, as amended by Certificate of Incorporation on change of name on 22nd March 2013. It is a company limited by guarantee and governed by its Memorandum and Articles of Association. It is registered with the Charity Commission as a charity in England and Wales.

Appointment of New Trustees

The number of trustees (who are also members of TCS) shall not be less than three but are not subject to any maximum. Trustees may be elected at an AGM or appointed by a resolution of the other trustees at a board meeting. Those appointed by a resolution must stand for re-election at the first AGM following their appointment. As a minimum one third of all trustees must retire at each AGM. Trustees may stand for re-election.

The board of trustees is intended to reflect the knowledge and skills required to run a food bank operation. All potential trustees attend a committee meeting as guests prior to their nomination and receive a copy of the Memorandum and Articles of Association, up to date financial information and are required to read appropriate publications from the Charity Commission.

All trustees provide their time and duties on a voluntary basis.

Risk Management

At each committee meeting Trustees review, amend and revise the charity's Risk Register, making changes where necessary.

PUBLIC BENEFIT

The trustees have had due regard for the Charity Commission's Public Benefit guidance.

REPORT OF THE TRUSTEES OF THE COMMUNITY STOREHOUSE FOR THE YEAR ENDING 31 JULY 2022

OBJECTIVES AND ACTIVITIES

To relieve persons, particularly but not exclusively, in Paddock Wood and surrounding area that are in financial hardship in such ways the trustees shall from time to time think fit, in particular, but not exclusively by:

- A. Providing emergency food supplies, essential toiletries and other household items both to individuals and families in need and also to other charities or organizations working to prevent or relieve poverty.
- B. Such other means, including (but not limited to) the provision of support or signposting to relevant advisory services or information and to provide such services within a Christian ethos, supported by Churches and businesses in the area.

REVIEW OF ACTIVITIES

The Community Storehouse brings people together: people who currently have resources, giving to help those who currently do not. This is borne out by the total amount of food donated in the year: 13.8 tonnes (2021 – 15.3 tonnes). We have also purchased an increasing amount of food needed this year – 5.3 tonnes (2021 – 3.2 tonnes) and the total amount of food distributed in the year through TCS Voucher / Agency Voucher / other donations is 19.6 tonnes (2021 – 20.2 tonnes). Our thanks go to everyone who has donated so generously throughout the year. Unfortunately, we know the names of so few of our donors, so we are unable to thank them personally. We are immensely grateful to our local communities who have supported us so well during another challenging year, so that we in turn can support those who need assistance with food supplies.

Clients continued to be able to approach us in two ways: by bringing in a TCS Voucher issued by one of our partner agencies (a list of these appears in Appendix 2) and we regularly update and add to this list, or they can come direct to us when we are open. This twin approach meant that in the year we were able to support 184 households (2021 – 124), a total of 524 adults and children and a 48% increase on the previous year. This is analysed on the next page by the location of households.

We endeavour to offer clients whatever food assistance is appropriate to their needs and also look to signpost clients to other agencies who may be able to offer them additional support.

With regard to the Covid-19 pandemic restrictions, we have been mindful of adhering to all government advice and guidelines, where it has impacted on our day-to-day operations. This has been done to protect both clients and our volunteers. We have tried to be as accommodating as possible in the supply of food parcels, both from our premises as well as delivering some supplies to clients.

REPORT OF THE TRUSTEES OF THE COMMUNITY STOREHOUSE FOR THE YEAR ENDING 31 JULY 2022

We have remained open as usual, throughout the covid pandemic and also been able to supply other food agencies in our area. Other areas which have benefitted from some of our food supplies have been foodbanks at Tonbridge and community groups in Maidstone.

TCS aims to continue meeting the needs of its clients wherever possible while operating within its charitable objectives.

Food donations come in all shapes and sizes and from a wide geographical area: for example, individual items deposited into the collecting baskets at Waitrose; a bag of items brought in by a family during one of our opening sessions; a box of groceries collected by staff at a local business; donations from churches; Harvest collections; Reverse Advent Calendars; and people who decide to start collecting items from their friends and family, spread the word on Facebook and surprise us with an amazing delivery of non-perishable items.

Once again, we would like to thank Paddock Wood Waitrose for their support in continuing to host our largest collection point; donating surplus food supplies, as well as making financial donations through their Community Matters Scheme to support local charities. Thanks also go to the local Salvation Army for their support with food supplies. Co-op food stores in East Peckham, are supporting us by giving us some of their Fareshare products, thus reducing food going to waste. Warburtons have also supported in giving us a weekly supply of bakery goods. Fruit Bag Friday have also generously given their weekly surplus fruit supplies to the foodbank. We know that it has been sometimes difficult over the last couple of years for people to make their frequent food donations, due to the covid restrictions in travelling.

Thanks also go to everyone who has made a financial contribution to The Community Storehouse, whether by a one-off donation or a regular payment. Some supporters have found it easier to do this than giving food donations, for which we are grateful. This has enabled us to purchase more food supplies appropriate to our needs, as required. We are also grateful to the organizations which have supported us with proceeds from their own events. (A list of donors can be found in Appendix 1)

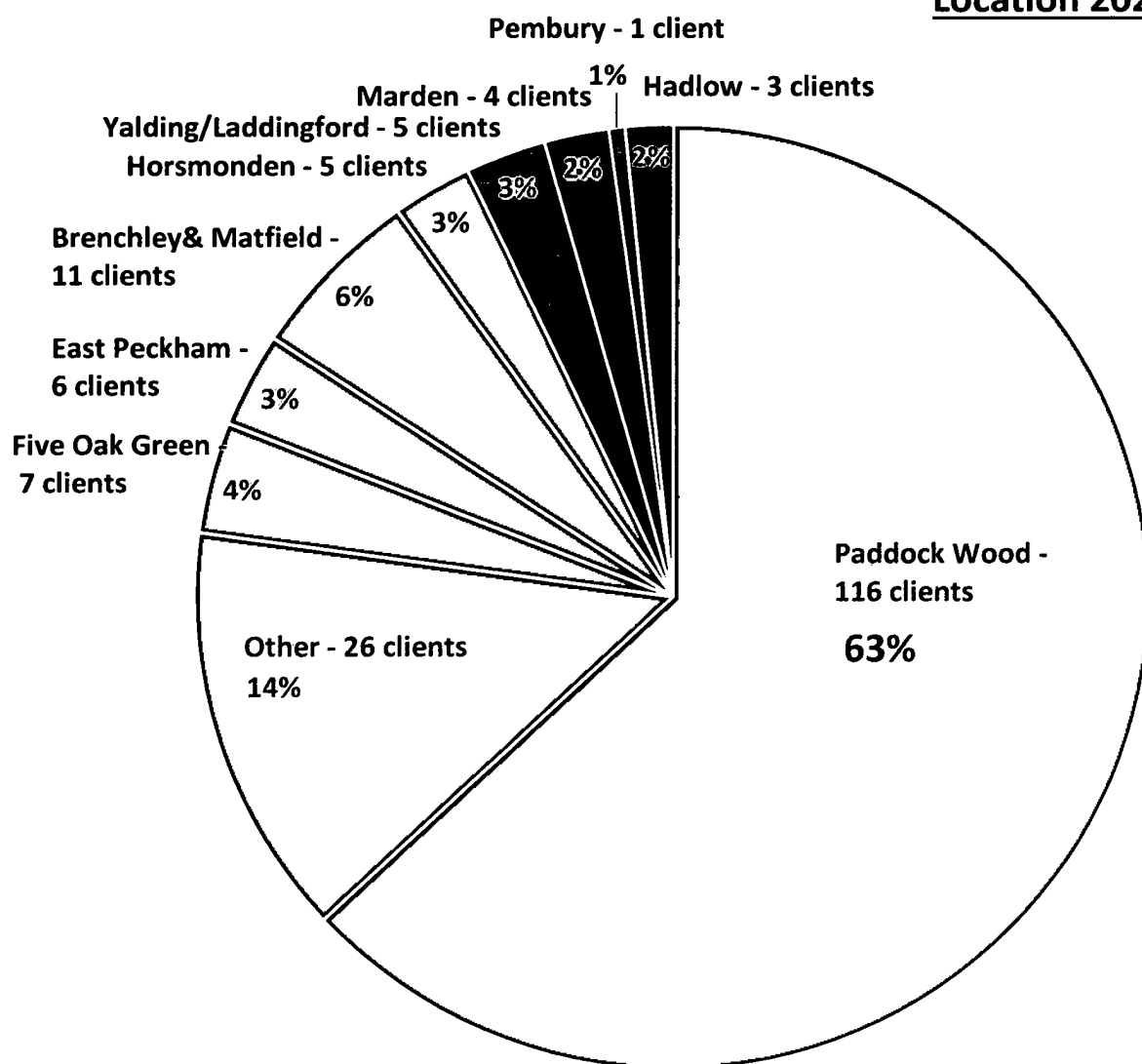
REPORT OF THE TRUSTEES OF THE COMMUNITY STOREHOUSE
FOR THE YEAR ENDING 31 JULY 2022

2021/22 – HOUSEHOLDS HELPED & LOCATION

843 PARCELS

184 FAMILIES (ADULTS 309 – CHILDREN 215)

Location 2021-2022



REPORT OF THE TRUSTEES OF THE COMMUNITY STOREHOUSE FOR THE YEAR ENDING 31 JULY 2022

FINANCIAL REVIEW

Income

During the year cash donations totalled £36,737 (2021 - £46,513).

In addition to personal one-off and regular giving we received donations from several local clubs, businesses and groups. The Wesley Centre Rent Appeal received donations of £2,546. Our licence agreement with Tunbridge Wells Borough Council was renewed in September 2020 with a further 5 year rental lease agreement until September 2025, at a cost of £8,000 annually. Our Rent Fund will continue, supporting this expenditure.

Food Donations

The valuation of individual items is difficult and therefore a fair value of £1.70 per kg. (2021 - £1.70) has been used at the time of distribution (recognised as charitable expenditure) and an equivalent amount recognised as a component of donations. The charity recognizes in stock the value of donated goods, not yet distributed, representing the service potential provided by such items. At the end of July 2022, current stock was revalued at £2.00 per kg, to reflect current escalation in food costs. This was the first increase in stock valuation since The Community Storehouse began operating.

Expenditure

During the year expenditure (excluding food donations) was £24,696 (2021 - £21,380). The largest part of this was for food purchases, £14,598 (59%) followed by the rent of the premises, £8,000 (32%).

Surplus, Reserves and Cash

Income exceeded Expenditure by £11,525 and the cash balance at the year-end was £103,596 (2021 - £91,555).

The charity has adopted a reserves policy of maintaining a minimum of one year's expenditure (excluding food distributed but including rental expenditure from the Restricted Fund). Based on these costs incurred by the charity during the 2021/22 financial year, sufficient reserves and cash would need to be retained to the value of £24,696.

REPORT OF THE TRUSTEES OF THE COMMUNITY STOREHOUSE FOR THE YEAR ENDING 31 JULY 2022

Appendix 1

During the year donations were gratefully received from:

Schools:

Brenchley & Matfield Primary, Capel Pre-School, Capel Primary, Colliers Green Primary, East Peckham Primary, St. Ronans Hawkhurst, Horsmonden Kindergarten, Laddingford Primary, Mascalls Academy Paddock Wood, Paddock Wood Primary Academy, Somerhill, Yalding Primary.

Churches:

Capel United Churches, Holy Trinity, Methodist and Salvation Army East Peckham, Frant Church, Horsmonden Methodist, St. Andrew's Paddock Wood, St. Justus Paddock Wood, Paddock Wood Baptist, St. Luke's Matfield, St. Margaret's Horsmonden, St. Mary's Hadlow, St. Mary's Lamberhurst, St. Augustines, Tunbridge Wells, St. Peter & St. Paul Yalding

Other organizations, companies and groups:

Baxall Construction, Fruit Bag Friday, Hammonds Butchers Matfield, Lambert & Foster, Matfield W.I., Mulberry Coffee Shop, Nationwide Building Society, Olivers Fish/Chip Shop, Paddock Wood Lions, Paddock Wood Masonic Lodge, Paddock Wood Scouts, Portmerion Shop, True Potential Co., Waitrose Community Matters, Warburtons, Wilko Supermarket.

Many and numerous private donations, both small and large.

Appendix 2

The following agencies, schools and churches have referred clients to the foodbank with food vouchers:

Brenchley & Matfield Primary School, Capel Primary School, Cranbrook Primary School, Dowding House Paddock Wood, Early Help Preventative Services, East Peckham Primary School, Home Start SW Kent, Laddingford Primary School, Mascalls Academy Paddock Wood, Paddock Wood Children's Centre, Paddock Wood & East Peckham Community Wardens, Paddock Wood Primary Academy, Paddock Wood Community Advice Centre, Scalliwags Nursery, Sissinghurst Primary School, St. Andrew's Church Paddock Wood, St. Mary's Church Hadlow, Woodlands Health Centre Paddock Wood – GP Surgery & Health Visitor Team, Yalding Surgery.

REPORT OF THE TRUSTEES OF THE COMMUNITY STOREHOUSE
FOR THE YEAR ENDING 31 JULY 2022

RESPONSIBILITIES OF THE DIRECTORS/TRUSTEES

Company law requires the Directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the financial activities of the company for that period. In preparing those financial statements the directors are required to:

- Select suitable accounting policies and then apply them consistently;
- 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 appropriate to presume that the company will continue in business.

The Directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Trust and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Directors are responsible for the maintenance and integrity of the corporate and financial information included on the charity's website.

The above report has been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

Signed on behalf of the Trustees



JAMES CABLE
CHAIRMAN

----- 10/10/22 ----- Date

INDEPENDENT EXAMINER'S REPORT TO

THE TRUSTEES OF THE COMMUNITY STOREHOUSE

I report on the financial statements of the Trust for the year ended 31 July 2022 set out on pages 11 to 16.

RESPECTIVE RESPONSIBILITIES OF THE TRUSTEES AND INDEPENDENT EXAMINER

The charity's trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006. The charity's trustees consider that an audit is not required for this year (under section 144 of the Charities Act 2011) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under Part 16 of the Companies Act 2006 and is eligible for independent examination, 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 Commissioners (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 REPORT

My examination was carried out in accordance with the 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 the matters set out in the statement below.

INDEPENDENT EXAMINER'S STATEMENT

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with Section 386 of the Charities Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under Section 396 of the Companies Act 2006 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; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

I 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.

11 October 2022
72 Commercial Road
Paddock Wood, Tonbridge, Kent

T Lane
Director in M N Jenks & Co Ltd
Chartered Accountants

THE COMMUNITY STOREHOUSE**STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME & EXPENDITURE ACCOUNT)****YEAR ENDED 31 JULY 2022**

	<u>Notes</u>	<u>Unrestricted</u> <u>Funds</u> £	<u>Restricted</u> <u>Funds</u> £	<u>Total</u> <u>2022</u> £	<u>Total</u> <u>2021</u> £
Income					
Donations and Other Income		57724	2546	60270	72555
Income from Other trading Activities		-	-	-	-
- Fundraising					
Total Income	2	57724	2546	60270	72555
Expenditure					
Charitable Activities	3	40745	8000	48745	49849
Raising Funds		-	-	-	-
Total Expenditure		40745	8000	48745	49849
Transfers between funds		(5000)	5000	0	0
<u>Nett Income (Expenditure) for the Year</u>		<u>11979</u>	<u>-454</u>	<u>11525</u>	<u>22706</u>
<u>Fund balances brought forward at</u>		<u>92490</u>	<u>2096</u>	<u>94586</u>	<u>71880</u>
<u>1 August 2021</u>					
<u>Fund balances carried forward at</u>		<u>104469</u>	<u>1642</u>	<u>106111</u>	<u>94586</u>
<u>31 July 2022</u>					

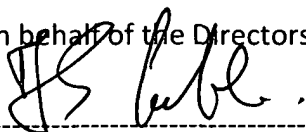
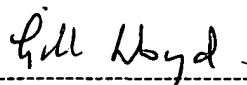
THE COMMUNITY STOREHOUSE**COMPANY NO: 07705389****BALANCE SHEET****31 JULY 2022**

	<u>Notes</u>	<u>2022</u>	<u>2021</u>
		£	£
<u>CURRENT ASSETS</u>			
Stock		1757	2273
Debtors	5	1196	1196
Cash at Bank & in Hand		<u>103596</u>	<u>91555</u>
		106549	<u>95024</u>
<u>CREDITORS: Amounts falling due within one year</u>		(438)	(438)
<u>NET CURRENT ASSETS</u>		<u>106111</u>	<u>94586</u>
<u>FUNDS</u>			
Unrestricted Funds	6	104469	92490
Restricted Funds	6	<u>1642</u>	<u>2096</u>
<u>TOTAL FUNDS</u>		<u>106111</u>	<u>94586</u>

For the financial year ended 31 July 2022, the Company was entitled to exemption from audit under section 477 of the Companies Act 2006; and no notice has been deposited under section 476. The Directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and preparing financial statements which give a true and fair view of the state of affairs of the Company as at the end of the period and of its profit or loss for the financial period in accordance with the requirements of sections 394 and 395 which otherwise comply with the requirements of the Companies Act 2006, so far as applicable to the Company.

These financial statements have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

Signed on behalf of the Directors/Trustees

JAMES CABLE
CHAIRMANGILL LLOYD
TREASURERApproved on: 10/10/22

THE COMMUNITY STOREHOUSE

NOTES TO THE FINANCIAL STATEMENTS

31 JULY 2022

The notes set out on pages 13 to 16 form an integral part of these financial statements.

1) Accounting Policies

a) Basis of Accounting

The charity constitutes a public benefit entity as defined by FRS102. The Financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK & Republic of Ireland (FRS102) (effective 1 January 2015) – Charities SORP (FRS 102), the financial Reporting Standard applicable in the UK and Ireland (FRS 102) and the Companies Act 2006.

The financial statements are prepared on a going concern basis under the historical cost convention, in sterling rounded to the nearest £.

b) Funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donors. The aim and use of each restricted fund is set out in note 7 to these financial statements.

c) Income recognition

Financial income is recognised by the charity when it is received. Income from grants is recognised when it is received.

Income recognised from goods donated for distribution is valued by weight because the valuation of individual items is difficult to undertake.

No amount is included in financial statements for volunteer time, in line with SORP (FRS102).

d) Expenditure Recognition

All expenditure is accounted for on an accrual basis and has been classified under headings that aggregate all costs related to that category.

THE COMMUNITY STOREHOUSE

NOTES TO THE FINANCIAL STATEMENTS

31 JULY 2022

Expenditure is recognized where there is a legal or constructive obligation to make payments to third parties, and it is probable that the settlement will be required and the amount of the obligation can be measured reliably.

i) **Support Costs**

Support costs are those that assist with the work of the charity but do not directly represent charitable activities. These include administrative costs, and publicity. They are incurred directly in support of expenditure on the objects of the charity.

ii) **Charitable Activities Costs**

These are costs directly attributable to achieving the charitable objectives of the company, such as the rent on our premises.

e) **Tax**

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the test set out in paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

f) **Going Concern**

The financial statements have been produced on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for the 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

g) **Stock**

Stock is made up of donated goods and purchased not yet distributed.

h) **Debtors**

Trade and other debtors are recognised at settlement amount after any trade discounts offered. Prepayments are valued at the amount prepaid net of any discounts due.

i) **Cash at Bank and in Hand**

Cash at bank and in hand is comprised of cash held and the balances in the charity's bank account.

j) **Creditors and Provisions**

These are recognised where the charity has a present obligation resulting from a past event that will probably result in a transfer of funds to a third party and the amount due can be measured or estimated reliably.

THE COMMUNITY STOREHOUSE

NOTES TO THE FINANCIAL STATEMENTS

31 JULY 2022

k) Financial Instruments

The charity has financial assets and liabilities of a kind that qualify as basic financial instruments in the form of Creditors and Debtors. These are initially recognised at transaction value and subsequently measured at their settlement value.

	<u>2022</u>	<u>2021</u>
2) <u>INCOME FROM GRANTS AND DONATIONS</u>		
	£	£
Donations & Gifts from Individuals	23770	32487
Gift Aid	1941	2537
Donations from churches, Associations	4510	9248
General Grants	6516	2241
Donated Goods	<u>23533</u>	<u>26042</u>
	<u>60270</u>	<u>72555</u>

3) ANALYSIS OF EXPENDITURE ON CHARITABLE ACTIVITY

Donated Goods distributed to beneficiaries	24049	28469
Purchased Goods distributed to beneficiaries.	14598	10433
Independent Examiners Fees (Governance)	438	438
Rent	8000	8000
Other support costs	<u>1660</u>	<u>2509</u>
	<u>48745</u>	<u>49849</u>

The value of goods distributed to beneficiaries is the estimated value of food donated and distributed to the beneficiaries of the foodbank.

4) Trustee remuneration & expenses

The trustees neither received nor waived any remuneration during the year (2021 – £ Nil).

The trustees did not have any expenses reimbursed during the year (2021 – £ Nil).

5) Debtors	<u>2022</u>	<u>2021</u>
Prepayments & accrued income	<u>£1196</u>	<u>£1196</u>

THE COMMUNITY STOREHOUSE

NOTES TO THE FINANCIAL STATEMENTS

31 JULY 2022

6) Fund reconciliation	Balance at				Balance at
	<u>31.7.21</u>	Income	<u>Expenditure</u>	<u>Transfer</u>	<u>31.7.22</u>
	£	£	£	£	£
Restricted Funds–Rent Fund	2096	2546	(8000)	5000	1642
Unrestricted Fund	92491	57724	(40745)	(5000)	104470

7) Analysis of Funds

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total Funds</u>
	<u>Funds</u>	<u>Funds</u>	
	£	£	£
Fund balances at 31 July 2022			
represented by:			
Current Assets	104907	1642	106549
Current Liabilities	<u>(438)</u>	(-)	<u>(438)</u>
	<u>104469</u>	<u>1642</u>	<u>106111</u>

8) Licence Commitment

The Charity has an annual commitment of £8000 in respect of rental of premises which expires in September 2025. This licence agreement was renewed for a period of 5 years from September 2020. This is subject to a notice period of six months on either side.

9) General Information

The Community Storehouse is a company limited by guarantee incorporated in England and Wales. Its registered office address is 31 Church Road, Paddock Wood, Tonbridge, Kent TN12 6HD and place of operation is The Wesley Centre, Commercial Road, Paddock Wood, Tonbridge, Kent TN12 6DS.