

Knottingley Foodbank

Charity number 1163711

Annual Report and Financial Statements
for the year ended 4 April 2024



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COMMUNITY ACCOUNTING
WEST YORKSHIRE

Knottingley Foodbank

Annual Report and Financial Statements for the year ended 4 April 2024

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Prepared by West Yorkshire Community Accountancy Service CIO

Knottingley Foodbank

Trustees' report for the year ended 4 April 2024

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Carla Candler	Chair	
Stuart Menzies		Resigned 10 May 2023
Stephanie Cryer		Resigned 1 August 2024
Nicholas Levey		Resigned 1 August 2024
Louise Menzies	Secretary	Resigned 4 August 2024
Lucas Harrison		Appointed 1 August 2024
		Resigned 23 October 2024
Oliver Westhead		Appointed 1 August 2024
Alastair Lewis	Treasurer	Appointed 1 October 2024
Charity number	1163711	Registered in England and Wales
Registered and principal address	Bankers	
Ropewalk Methodist Church	Virgin Money UK plc	
Ropewalk	177 Bothwell Street	
Knottingley	Glasgow	
WF11 9AL	G2 7ER	

Independent examiner

E J Beverley FCCA

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a Charitable Incorporated Organisation (CIO) foundation formed on 24 September 2015 and is governed by a constitution.

Method of recruitment and appointment of trustees

The trustees of the charity are appointed by the trustees at a duly convened meeting.

Knottingley Foodbank

Trustees' report (continued) for the year ended 4 April 2024

Objectives and activities

The charity's objects

The prevention and relief of poverty in Knottingley and the surrounding area, particularly but not exclusively by providing emergency food and supplies to individuals / families in need and also by signposting people to appropriate support agencies.

The charity's main activities

The prevention and relief of poverty in Knottingley and the surrounding area, particularly but not exclusively, by providing free emergency food and supplies to individuals/families in need, and also by signposting people to appropriate support agencies. The Trustees of Knottingley Foodbank are franchisees of the Trussell Trust foodbank network and subscribe to its aims, vision and work processes.

Public benefit statement

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit.

Achievements and performance

Knottingley Foodbank fulfilled a total of 1081 food parcels during the year, which comprised 1553 Adults and 732 Children. The total weight of food distributed this year was 24,467.52 kg.

Financial review

The net payments for the year were £7,006, including net payments of £11,643 on unrestricted funds and net receipts of £4,637 on restricted funds after transfers.

Reserves policy

The charity's free reserves, at the year end were £60,934.

The trustees aim to maintain reserves in order to enable the smooth running of the charity and to allow for an orderly winding up should the charity need to close. The policy is to retain approximately 6 months of future budgeted annual expenditure.

Approved by the board of trustees on 23/01/2025

Alastair Lewis (Trustee)

Knottingley Foodbank

Independent examiner's report to the trustees of Knottingley Foodbank

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 4 April 2024, which are set out on pages 5 to 8.

Responsibilities and basis of report

As the charity trustees of the CIO 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 CIO's accounts as carried out under section 145 of the 2011 Act. 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 the charity as required by section 130 of the Charities Act;
- 2 the accounts do not accord with those records.

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.

E J Beverley FCCA

29/01/2025

West Yorkshire Community Accountancy Service CIO

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34 Lupton Street
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LS10 2QW

Knottingley Foodbank

Receipts and payments account

for the year ended 4 April 2024

	Notes	2024 Unrestricted funds £	2024 Restricted funds £	2024 Total funds £	2023 Total funds £
Receipts					
Grants and donations	(2)	11,274	79,495	90,769	119,162
Other income		28	-	28	30
Total receipts		11,302	79,495	90,797	119,192
Payments					
Salaries NI and pensions		12,350	-	12,350	13,025
Driver salary and delivery costs		2,750	-	2,750	2,300
Phone and internet		936	-	936	332
Warehousing - container rental		749	-	749	749
Warehousing - room rental Ropewalk		2,160	-	2,160	2,055
Food for distribution		3,627	9,862	13,489	6,601
Building development		-	-	-	59
Administrative costs		1,944	-	1,944	2,527
Insurance		615	-	615	468
Financial inclusion partner payments		-	61,910	61,910	37,251
Stay warm purchases		-	-	-	2,074
Independent examination		900	-	900	540
Total payments		26,031	71,772	97,803	67,981
Net receipts / (payments)		(14,729)	7,723	(7,006)	51,211
Transfers between funds		3,086	(3,086)	-	-
Net movement in funds		(11,643)	4,637	(7,006)	51,211
Fund balances brought forward		72,577	32,797	105,374	54,163
Fund balances carried forward	(3)	60,934	37,434	98,368	105,374

Knottingley Foodbank
Statement of assets and liabilities
as at 4 April 2024

	2024	2024	2024	2023
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Cash funds				
Cash at bank	60,934	37,434	98,368	105,374
Total cash funds	<u>60,934</u>	<u>37,434</u>	<u>98,368</u>	<u>105,374</u>

Debtors and prepayments	2024
	£
Prepayments	<u>513</u>
	<u>513</u>

Liabilities	2024
	£
Accruals	<u>924</u>
	<u>924</u>

The financial statements were approved by the board of trustees on 23/01/2025

Alastair Lewis (Trustee)

Knottingley Foodbank

Notes to the accounts

for the year ended 4 April 2024

1 Accounting policies

Basis of accounting

The trustees have taken advantage of section 133 of the Charities Act 2011 and have prepared the accounts on a receipts and payments basis.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Fund accounting

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

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

Knottingley Foodbank

Notes to the accounts continued

for the year ended 4 April 2024

2 Grants and donations	2024 Unrestricted funds £	2024 Restricted funds £	2024 Total funds £	2023 Total funds £
Bauer Media	-	-	-	2,100
Enfinium	8,500	-	8,500	20,000
Minister Law	-	-	-	500
Nisa Retail	-	-	-	500
The Arnold Clark Community Fund	-	-	-	2,500
The Trussell Trust	-	70,995	70,995	77,692
Wakefield District Housing	-	3,000	3,000	3,370
Wakefield Met. District Council	-	5,500	5,500	1,358
Anonymous donors	-	-	-	7,040
Other donations	2,774	-	2,774	4,102
	<u>11,274</u>	<u>79,495</u>	<u>90,769</u>	<u>119,162</u>

3 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Trussell Trust Financial inclusion	31,043	70,995	61,910	(3,086)	37,042
WDH	1,120	3,000	3,799	-	321
Wakefield Met. District Council	608	5,500	6,037	-	71
Bauer Media Cash for Kids Day	26	-	26	-	-
	<u>32,797</u>	<u>79,495</u>	<u>71,772</u>	<u>(3,086)</u>	<u>37,434</u>

Fund name

Purpose of restriction

Trussell Trust Financial inclusion	Towards a partnership project involving Pontefract and Normanton Foodbanks and Wakefield District Citizens Advice Bureau seeking to support the financial stability of people in receipt of or seeking access to emergency food. The outgoing funds relate to the commissioning of services from Wakefield District CAB. The transfer relates to unrestricted funding for Knottingley food bank included in the grant, the funding for Pontefract and Normanton Foodbanks is included in the balance at the year end and is distributed to them after the year end.
WDH	Towards food purchases.
Wakefield Met. District Council	Towards food purchases.
Bauer Media Cash for Kids Day	Towards food, clothing, heating, well-being packs for children.

4 Related party transactions

Trustee expenses

No trustee received any expenses during this year or the previous year.

Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.