

Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	06	04	2022		05	04	2023

Section A

Reference and administration details

Charity name

Feltham Food Bank

Other names charity is known by

Registered charity number (if any) 1163930

Charity's principal address

102 Hounslow Road

Feltham

Postcode

TW14 0AX

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	Aisha Rahman	Chair		
2	Lorraine Calvert	Joint Secretary		
3	Madeleine Darvill	Joint Secretary		
4	John Calvert	Treasurer		
5	Sindy Thornley			
6	Faouzi Saffar			
7	Helen Reed			
8	Jennie Mullins			
9	Nadeem Manzar			
10	Nina Walsh			
11	Keridwen Apronti		Appointed - 28 June 2022	
12	Mary Hatherley		Appointed - 7 January 2023	
13	Paul Hatherley		Appointed - 7 January 2023	
14				
15				
16				
17				
18				

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
Bank	Barclays	Leicester, LE87 2BB

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

--

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution (Adopted on 07/10/2015)
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Appointed by existing Trustees

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.

Feltham Food Bank was founded in March 2013 and became a registered charity on 12th October 2015.

Feltham Food Bank is immensely proud to support the most vulnerable in the community with food supplies.

Due to the current cost of living crisis, our service has been required more than ever, with the need to hold a waiting list of referred service users on occasions during this reporting period. We monitor this closely and have put measures in place to support families until we have the capacity to support them with food and supplies. We implemented a supermarket voucher system to bridge this gap. This is used on a short-term basis only.

Organisation in the year from 6th April 2022 to 5th April 2023:

- Aisha Rahman was one of the founder members of Feltham Food Bank at its launch in March 2013. Aisha continues to be Chair of Trustees.

- Lorraine Calvert and Madeleine Darvill (Joint Secretaries) deal with the bulk of administration and with day to day tasks to maintain food supplies.

- John Calvert (Treasurer) deals with finances, some administrative tasks and day to day practical tasks to maintain food supplies.

- Nadeem Manzar covers several administrative tasks.

- Faouzi Saffar is Feltham Food Bank's link to the Feltham HIRA Association (Charity No. 1146678) where he is also a Trustee. HIRA provide premises for Feltham Food Bank free of charge.

All the Trustees give their time voluntarily and receive no remuneration or other benefits.

Section C

Objectives and activities

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

The relief of financial hardship among people living or working in the London Borough of Hounslow or in local authority areas closely neighbouring the London Borough of Hounslow, by providing persons with food and household items which they could not otherwise afford through lack of means.

At Feltham Food Bank meetings, when planning activities for the year, we kept in mind the Charity Commissions guidance on public benefit.

The sole focus of Feltham Food Bank's activities is the provision of food, toiletries, baby and basic household supplies to individuals and families who have been referred as needing support. This benefits the people concerned by providing food and supplies for 3 to 4 days when they have very limited means or, in some cases, no means to purchase food. We welcome and support anyone who has been referred for assistance. Section D details the number of referrals received, and people helped.

Feltham Food Bank has built up a fantastic reputation for being welcoming, caring and responsive. This positive feedback has come from both service users and professionals who make referrals. An extract from a recent note from a Service User was: ***"Thank you for your help with an emergency parcel this morning, I am grateful to you and all the helpers who were all very understanding and kind towards me."***

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)

Feltham Food Bank is fortunate to continue to receive substantial donations of food and money throughout the year. In a typical week, Feltham Food Bank received more than 40 supermarket "bags for life" full of food and various large and small cash donations. This generous ongoing support has enabled Feltham Food Bank to supply other local organisations with surplus food to our food bank partners at Vineyard Storehouse and to the Open Kitchen, who provide daily free hot meals for local people.

From November 2021, Feltham Food Bank started to see a dramatic increase in visits from asylum seeker families who had been placed at hotels in the local area. This has continued and led to an increase in demand of almost 50%. We were able to manage this on a short-term basis. After discussion with London Borough of Hounslow, Seema Malhotra MP and other food services in the local area, the Trustees of Feltham Food Bank decided that assistance would be given to those asylum seeker families placed in hotels where no food is provided. However, assistance with food would not be given to asylum seeker families in hotels that do provide food. After this review, we are still supporting between 10 and 15 asylum seeker families each week. We continue to monitor this situation.

Feltham Food Bank's constitution is clear that in relation to Trustees, volunteers and people receiving assistance we will not discriminate on the grounds of gender, race, colour, ethnic or national origin, sexuality, disability, religious or political belief, marital status or age.

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.

Feltham Food Bank has 13 Trustees and a rotation of around 30 volunteers. Most Trustees work as ordinary volunteers in addition to their Trustee role.

Trustees and volunteers are required to read and sign the following policies of Feltham Food Bank: Confidentiality and Code of Conduct; Safeguarding Statement. Also, they must have regard to Feltham Food Bank's Constitution and Safety Statement.

Feltham Food Bank aims to ensure that all Trustees and Volunteers have up to date DBS checks.

For Trustees and volunteers of Feltham Food Bank there is a great deal of work involved collecting donations of food, supplies and money. Our aim is to provide a good nutritional balance and to meet dietary needs (either health related e.g., gluten free or religious e.g., halal or kosher or ethical e.g., vegetarian or vegan). We provide women's sanitary products as required. Also, we provide age-appropriate food, nappies and provisions for babies.

As a result of the excellent and ongoing donations of food and money that we received in the year 6th April 2022 to 5th April 2023 the quality and quantity of the food we provide continued to increase and improve. All food parcels include fresh fruit and/or vegetables and clothes washing tablets. Also, when appropriate, we provide, baby food and nappies.

From early 2023, we now receive weekly donations of bread, rolls and cakes from a local bakery.

The contents of food parcels are discussed with each individual service user to help meet their needs and to minimise wastage of food.

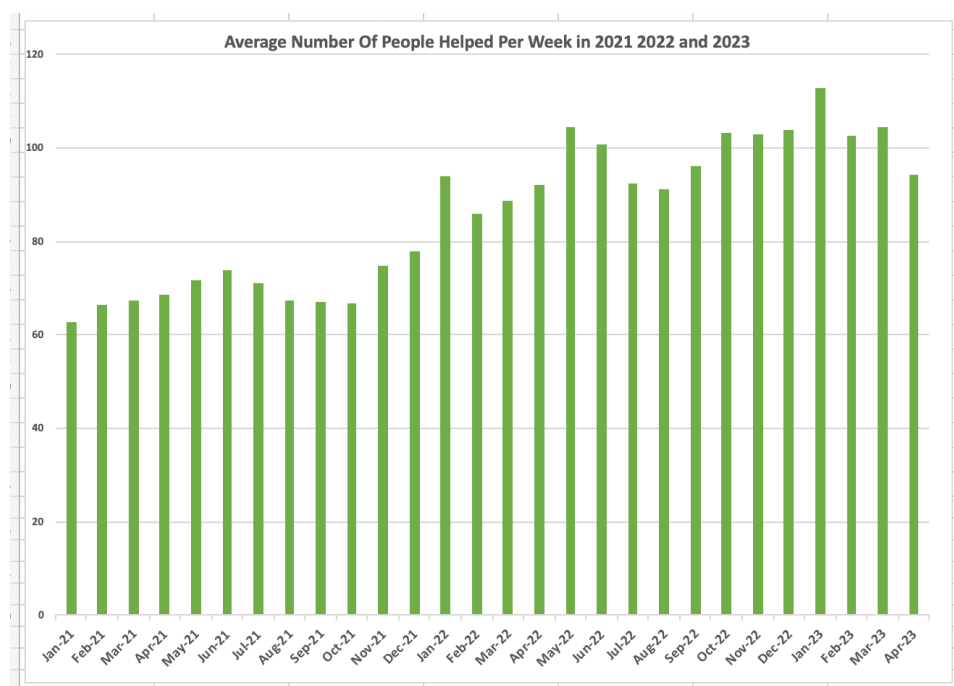
Feltham Food Bank continues to work hard to be more environmentally sustainable in various ways, such as:

- An insulated storage shed that needs minimal background heating.
- Packing clothes washing tablets in paper bags.
- Using biodegradable plastic, recycled plastic or paper carrier bags.
- Recycling paper, cardboard and plastic whenever possible.
- Sharing excess food with local agencies to further reduce waste.

Summary of the main achievements of the charity during the year

All recipients of support from Feltham Food Bank have been referred by a professional organisation (e.g., CAB, DWP, Children's Services, Adult Social Care, Mental Health Teams, Schools, NHS community staff and social housing providers). We are able to meet emergency requests for help. A referral entitles the individual or family to make 4 separate visits to the food bank to collect a food parcel.

The following chart shows the number of people helped per week for each month since January 2021.



In the year from 6th April 2022 to 5th April 2023 we had 1,537 visits to the Food Bank providing food for 2,730 adults and 2,500 children. In addition, at Christmas 2022, we provided 61 families (96 adults and 85 children) with substantial Christmas Hampers.

We also provide Mothers and Father's Day gift bags using generous donations from local companies, such as Lindt and items sourced by Trustees and volunteers.

Over the last 10 years Feltham Food Bank has built up a large network of support. Some examples are:

- Many local schools do a food collection at least once a year.
- Local businesses, from large companies like Royal Mail and Lindt to small companies regularly donate food and money.
- A local church has collected food for 10 years.
- Feltham Food Bank also has permanent food collection boxes at local Tesco and Asda stores.
- In addition, one of our supporters donated a defibrillator.

An example of help we have provided to a service user who was referred to us by a charity while they supported them for alcohol addiction. They attended the foodbank over a three-month period, and this provided additional support and stability. This person is now back working and no longer requires our service.

Section E

Financial review

Brief statement of the charity's policy on reserves

In the year from 6th April 2022 to 5th April 2023 Feltham Food Bank had a surplus of £4,492.
As a result, Feltham Food Bank's cash assets increased from £30,895 on 5th April 2022 to £35,387 on 5th April 2023.
On 5th April 2023 Feltham Food Bank held funds in the bank of £35,352 (£5,283 in current account and £30,069 in savings account) plus £35 petty cash totalling £35,387, all of which is unrestricted funds.
An independent examination of the Feltham Food Bank accounts has been done by Peter Webb, Penn Consultants. He had "no concerns" about the accounts.

Details of any funds materially in deficit

Not applicable.

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.

In addition to the very substantial donations of food, toiletries, baby and household supplies detailed above, financial donations received by Feltham Food Bank included:
£22,386 – routine donations from local residents and businesses;
£1,725 – from local businesses;
£7,700 – in grants from London Borough of Hounslow;
£1,237 – HMRC Gift Aid.
Payments made by Feltham Food Bank included:
£13,056 – topping up food, toiletries, baby and household supplies;
£3,634 – food and treats for Christmas Hampers;
£8,927 - extra food and supplies, related to the grants from London Borough of Hounslow;
£576 – for a secure cabinet to hold the defibrillator, see Supplementary to Accounts for details.

Section F

Other optional information

In addition to our Constitution, Feltham Food Bank has the following policies in place: Confidentiality and Code of Conduct; Safeguarding Statement; Safety Statements.

The Accounts, Supplementary to the Accounts and this Annual Report have been, as best as possible, prepared in accordance with:

- Feltham Food Bank's Constitution;
- Accounting and Reporting by Charities: Statement of Recommended Practice;
- The Charities Act 2011;
- UK Generally Accepted Practice.

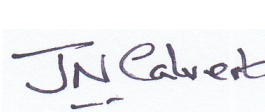
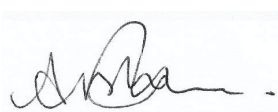
Insofar as they apply.

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)

Aisha Rahman


John Calvert

Position (eg Secretary, Chair, etc)


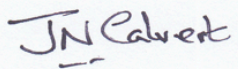
Chair of Trustees

Treasurer

8th July 2023

	A	B	C	D	E	F	G	H	I	J
1	 CHARITY COMMISSION FOR ENGLAND AND WALES	Charity Name						No (if any)		CC16a
2		Feltham Food Bank						1163930		
3		Receipts and payments accounts								
4		For the period from		Period start date		To		Period end date		
5		6th April 2022				5th April 2023				
6										
7	Section A Receipts and payments									
8		Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year				
9		to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £				
10	A1 Receipts									
11	Donations for food & household supplies	22,386	-	-	22,386	13,825				
12	Business donations	1,725	-	-	1,725	2,500				
13	Grants	7,700	-	-	7,700	6,360				
14	Donations for Covid-19 emergency	-	-	-	-	2,410				
15	Miscellaneous	346	-	-	346	2				
16	HMRC Gift Aid	1,237	-	-	1,237	3,190				
17										
18	Sub total (Gross income for AR)	33,394	-	-	33,394	28,287				
19										
20	A2 Asset and investment sales, (see table).									
21		-	-	-	-	-				
22	Sub total	-	-	-	-	-				
23										
24	Total receipts	33,394	-	-	33,394	28,287				
25										
26	A3 Payments									
27	Food & household supplies	13,056	-	-	13,056	9,412				
28	Stationery & printing	358	-	-	358	399				
29	Insurance	165	-	-	165	165				
30	Storage & safety	1,611	-	-	1,611	1,135				
31	Mobile phones & communications	488	-	-	488	564				
32	Christmas hampers	3,634	-	-	3,634	3,531				
33	LB of Hounslow grant (food & supplies)	8,927	-	-	8,927	-				
34	Covid-19 (food & supplies)	-	-	-	-	1,860				
35	Covid-19 (PPE, bags, sanitiser, etc)	-	-	-	-	538				
36	Covid-19 LB of Hounslow (food & supplies)	-	-	-	-	6,884				
37	DBS checks (Voluntary Action Harrow)	42	-	-	42	84				
38	Miscellaneous	621	-	-	621	-				
39										
40	Sub total	28,902	-	-	28,902	24,572				
41										
42	A4 Asset and investment purchases, (see table)									
43		-	-	-	-	-				
44	Sub total	-	-	-	-	-				
45										
46	Total payments	28,902	-	-	28,902	24,572				
47										
48	Net of receipts/(payments)	4,492	-	-	4,492	3,715				
49	A5 Transfers between funds	-	-	-	-	-				
50	A6 Cash funds last year end	30,895	-	-	30,895	27,180				
51	Cash funds this year end	35,387	-	-	35,387	30,895				
52										

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	Current account	5,283	-	-
	Savings account	30,069	-	-
	Petty cash	35	-	-
	Total cash funds	35,387	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details			
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name		Date of approval
		Aisha Rahman		8th July 2023
		John Calvert		8th July 2023

Feltham Food Bank (Charity Number 1163930)

For the financial year 6th April 2022 to 5th April 2023

Statement of assets and liabilities at the end of the 2022 – 2023 financial year

- Cash Assets £35,387
- Liabilities £0



Supplementary notes to receipt and payment accounts

A1 Donations: Cash donations for food and household supplies came from local residents, businesses and community organisations.

A1 Donations: Five cash donations for general use came from local businesses. Total received £1,725.

A1 Grants: Two grants from London Borough of Hounslow. Total received £7,700 to help purchase food and household supplies. These grants were: 1) Household Support Fund - £3,520, 2) Household Support Fund - £4,180.

A1 Miscellaneous: Total received £346, made up of two items.

1. £58 interest received on Barclays Bank savings account.
2. £288 from Feltham HIRA Association as a 50% contribution to the cost of a lockable cabinet for a defibrillator. A supporter of Feltham Food Bank donated a defibrillator in memory of her father who had recently died.

A1 HMRC Gift Aid: £1,237 received from HMRC – total for 2020-21 and 2021-22 tax years.

A3 Food & household supplies: Funds are used to purchase additional food, toiletries and other household supplies. Feltham Food Bank aims for a good nutritional balance in our food parcels. Cash donations received are also used to purchase good quality fresh fruit and vegetables that are added to every food parcel. In addition, it is sometimes necessary to purchase food to meet special dietary needs and to provide items such as baby food, baby nappies and feminine hygiene products.

A3 Mobile phones & communications: Call charges for Feltham Food Bank mobiles (07448831297 & 07783368928). Also Includes a subscription to Zoom (£14.39 per month) and website fees.

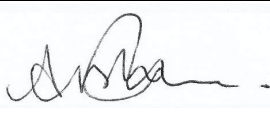
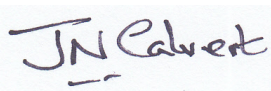
A3 Miscellaneous: Total paid £621, made up of two items.

1. £45 for flowers sent to a Trustee following the death of a close relative.
2. £576 to purchase a lockable cabinet for a defibrillator.

Net of Receipts/(Payments): In the period from 6th April 2021 to 5th April 2022, Feltham Food Bank had a surplus of £4,492.

Independent examination: An independent examination of the Feltham Food Bank accounts has been done by Peter Webb. He had “no concerns” about the accounts.

Signed on behalf of the charity's Trustees:

Signatures		
Full Names	Aisha Rahman	John Calvert
Positions	Chair of Trustees	Treasurer
Date	8th July 2023	8th July 2023



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Feltham Food Bank

On accounts for the year
ended

5th April 2023

Charity no
(if any)

1163930

Set out on pages

1 and 2 of the Annual accounts 2022 – 2023 (Excel spreadsheet) and in the Supplementary Notes 2022 – 2023.

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **05/04/2023**.

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 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:

Date: April 28th 2023

Name: Peter Webb

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

Address: 14 The Oaks
West Byfleet
KT14 6RL

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.