



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	August	2021		31	July	2022

Section A Reference and administration details

Charity name

Skelmersdale & District Food Bank

Other names charity is known by

Skelmersdale Food Bank

Registered charity number (if any)

1164302

Charity's principal address

The Ecumenical Centre, Northway, Skelmersdale

Postcode

WN8 6LU

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	Derek Ashcroft	Chair & Treasurer	N/A	
2	Katherine Harwood	Secretary	N/A	
3	Peter Stewart		N/A	
4	Jackie Moore		N/A	
5	Mick Mann		01/01/2023	Derek Ashcroft as Chair on behalf of Trustees
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20				

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

Name	Dates acted if not for whole year
N/A	

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
N/A		

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 of a Charitable Organisation 06/07/2015
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation (CIO)
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.

- There must be at least 3 charity trustees
- Max number of trustees is 8
- Trustees must be appointed for a term of a min of 3 years.
- A current version of the Constitution and the CIO latest annual report and statement of accounts is made available to any new trustees on or before their appointment.
- Relationship with Trussell Trust – provide trustee training

Section C Objectives and activities

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

The objects are to relieve persons in West Lancashire and the surrounding area that are in financial hardship in such ways as the trustees from time to time think fit, in particular, but not exclusively by:

1.
 - Providing emergency food
 - Essential toiletries
 - Household items

To individuals and families in need and/or for distribution by charities or other organisations working to prevent or relieve poverty.

2. Such other means, including (but not limited to) the provision of support, advice, or signposting to the relevant information and other advisory services.

Skelmersdale and District Foodbank

1. Run a central warehouse facility which stores and distributes food donated to the charity, to our numerous outlets around west Lancashire, supporting persons/families identified as being in need of emergency food supplies.
2. Supply emergency food between Monday and Friday at our various sites in West Lancashire.
3. People in need are identified and referred to the foodbank from various agencies in West Lancashire e.g. Citizens Advice, DWP etc.
4. We provide financial assistance to support people facing fuel poverty.
5. Signpost people to agencies who provide Welfare and Debt advice.
6. Apply for grants to support our objects.
7. Carry out fundraising events to support the ongoing of the charity.

All of the above is conducted having giving consideration to of the Charities Act.

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)

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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.

Skelmersdale and District Food Bank employ 3 paid, part-time, members of staff, who are all suitably trained to meet the needs of their individual job specifications.

Skelmersdale and District Food Bank have 50 volunteers who are suitably trained to fulfil their individual roles and responsibilities.

The charity relies heavily on the work of its dedicated volunteers and staff.

Summary of the main achievements of the charity during the year

	No. vouchers fulfilled	No. vouchers fulfilled (%)	Adults	Adults (%)	Children	Children (%)	Total	Total (%)
Food Bank Centre								
Burscough Methodist Church	111	9.22%	174	9.53%	130	9.54%	304	9.54%
Oak House	232	19.27 %	377	20.66 %	310	22.74 %	687	21.55 %
The Ecumenical Centre	710	58.97 %	1048	57.42 %	766	56.20 %	1814	56.90 %
Trinity Church	151	12.54 %	226	12.38 %	157	11.52 %	383	12.01 %
Total	1204		1825		1363		3188	
Comparison 01/08/2016 – 31/07/2017	698		967		631		1598	

Data shows a significant (approximately 100%) increase in support provided by the charity to those facing financial and fuel poverty since 2016/2017.

Introduction of a means of supporting those with utility debts.

We now provide emergency fresh produce and entered into discussion to partner agencies to provide face to face in house Welfare and benefit advice, with the aim of eradicating the need for clients to use the foodbank – gain financial security.

Total (%)

9.5
21.5

56.9
12.0

Section E

Financial review

Brief statement of the charity's policy on reserves

Trustees have agreed to allocate funds to meet salary costs for a period of 2 years.
Trustees have agreed to allocate funds to keep and maintain a delivery van for a period of 3 years.
The trustees have agreed to maintain food stock levels for a period of 3 months.

Details of any funds materially in deficit

N/A

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.

- the charity's principal sources of funds (including any fundraising); is grants and donations made by the general public and local businesses, churches, and local authority support e.g. hardship Funds.
- how expenditure has supported the key objectives of the charity; funds have made us more efficient in meeting the needs of the people we serve.

Section F

Other optional information

Key objectives for the future:

- 3 Year Strategic Plan includes:
 - Introduce a debt and welfare service into all of the charity outlets
 - Striving to better meet the additional needs associated with fuel poverty.
 - Provision of fresh meat produce to support the quality of the emergency food parcels.
 - Enhanced information sharing via the charities social media – targeting the public and corporate donations to specifically meet the needs of the foodbank and increasing demands on the charity.
 - Introduce education team to educate the public regarding issues of poverty and how to access support locally.

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)

Derek Ashcroft

Position (eg Secretary, Chair, etc)

Chair

Date

23/03/2023



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Skelmersdale & District Foodbank

Charity No
1184302

Receipts and payments accounts

CC16a

For the period
from

01/08/2021

To

31/07/2022

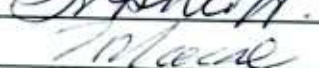
Section A Receipts and payments

	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	29,237	-	-	29,237	32,666
Trussell Trust	1,029	-	-	1,029	43
The Oaks	-	-	-	-	1,375
Arnold Clarke	5,000	-	-	5,000	2,000
ASDA Grant Final	-	7,165	-	7,165	7,164
West Lancs Council Support	2,500	-	-	2,500	-
Others	1,000	-	-	1,000	-
Gift Aid Recovery	-	-	-	-	934
Sub total (Gross income for AR)	38,766	7,165	-	45,931	44,182
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	38,766	7,165	-	45,931	44,182
A3 Payments					
Office & Warehouse Rents	9,617	-	-	9,617	9,204
Client Utility support	370	-	-	370	-
Insurances & Data Register	618	-	-	618	540
Office & warehouse Equipment	1,138	-	-	1,138	240
Phone, printing, stationery	762	-	-	762	170
Foodstocks	5,373	-	-	5,373	550
Salaries	11,317	7,165	-	18,482	11,170
Vehicle Costs	1,980	-	-	1,980	16,890
Traing & Recruitment	243	-	-	243	154
Sub total	31,418	7,165	-	38,583	38,918
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	31,418	7,165	-	38,583	38,918
Net of receipts/(payments)	7,348	-	-	7,348	5,264
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	64,870	-	-	64,870	59,606
Cash funds this year end	72,218	-	-	72,218	64,870

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	Petty Cash Coop Bank Total cash funds (agree balances with receipts and payments account(s))	106 72,112 - 72,218	- - - -	- - - -
B2 Other monetary assets	Details	- - - - - - -	- - - - - - -	- - - - - - -
B3 Investment assets	Details Vehicle capital	Fund to which asset belongs Transport	Cost (optional) - - - - -	Current value (optional) 10,500 - - - -
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
	Derek Ashcroft	16/3/23
	Jackie Moore	16/03/23



Section A

Independent Examiner's Report

**Report to the
trustees/members of**

Skelmersdale & District Foodbank

**On accounts for the year
ended**

31/07/2022

**Charity no
(if any)**

1164302

Set out on pages

1,2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

**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
- 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:

25/3/23

Name:

Mr Chris Cullen

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

N/A

Address:

50 Spencer's Lane, Skelmersdale WN8 9JR

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.

None.