



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	August	2022		31	July	2023

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	Kathryn Harwood	Secretary	N/A	
3	Peter Stewart		N/A	
4	Jackie Moore		N/A	
5	Helen Porter		Sept 2023	Derek Ashcroft/Chair
6				
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13				
14				
15				
16				
17				
18				
19				
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 as a means of reducing poverty, in such ways as the trustees from time to time think fit, in particular, but not exclusively by providing individuals and families with:

- Emergency food
- Essential toiletries
- Household items
- SIM cards
- Pet food
- Welfare, Benefit and Debt advice

- Fresh produce, including meat vouchers
- Clothing and warm bedding (2 out of 4 centres)
- Food vouchers

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, Financial Inclusion, local schools, GPs, NHS workers, Job Centre etc.
4. We provide financial assistance to support people facing fuel poverty and work in partnership with the Fuel Bank Federation to support clients using pre-payment metres.
5. We work in partnership with CHARIS Shop to offer fuel support via virtual fuel credit cards £70. Also provision of food vouchers Farm food, Iceland, Aldi etc; electric blankets, air fryers etc.
6. Work in partnership with Compassion Acts and other agencies to provide our clients with wider/long term support with the aim of successfully ensuring financial independence.
7. Successfully apply for grants to support our objects.
8. Carry out fundraising events to support the ongoing of the charity.
9. Provide clothes banks on two of our sites.
10. Provide baby equipment and have close links to local baby bank for clients needing support with new born, pregnancy.
11. Provide quality pet food in partners with Blue Cross – recognising the importance of pets to clients well-being.
12. Maintain, review and work within a 3 year strategic plan.
13. Next steps to produce a Pantry for clients.

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)

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grant making;
- 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 87 skilled 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 and trustees. All volunteers are skill
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Section D	Achievements and performance
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Section D

Achievements and performance

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	331	15.42	462	14	236	10.01	698	12.34
Oak House	325	15.14	532	16.13	501	21.5	1033	18.20
The Ecumenical Centre	1271	59.38	1959	59.38	1361	57.72	3320	58.60
Trinity Church	219	10.49	346	10.49	260	11.03	606	10.71
Total	2146		3299		2358		5657	
Comparison 01/08/2021– 31/07/22	1204							

Total (%)

Data shows a significant (approximately 100%) increase in support provided by the charity to those facing financial and fuel poverty since 2021/2022

Securing funding from West Lancs. Borough Council and other agencies, enabling us to meet demand. Recruitment of skilled and dedicated volunteers to meet demand in warehouse etc.

Successful partnership with agencies specifically Compassion Acts working with foodbank clients (FI funded via TT) has already gained £110.000 plus in unclaimed benefits for clients, reducing the number of long term clients. Fuel support offers emergency and long term solutions taking clients out of fuel crisis.

Provision of fresh produce, including fruit, veg, meat vouchers, supplements the food parcels providing clients with a healthier diet.

Support from CHARIS Shop enables us to provide clients with food vouchers, giving dignity of choice and enabling all dietary requirements to be met.

Successful 3 Year Plan – trustees are dedicated and proactive.

9.5
21.5
56.9
12.0

Section E

Financial review

Brief statement of the charity's policy on reserves

Trustees have developed a strong reserve policy to support project sustainability. Funds have been allocated to meet salary costs, maintain a delivery van, warehouse/office rental charges and purchase of food stocks.

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:
 - Expand our Welfare, benefit & Debt service to increase the number of clients we can support and shorten waiting times for face to face appointments.
 - Continue to work in partnership with the Fuel Bank Foundation to meet the needs of clients in fuel crisis.
 - Continue to provide fresh produce to enhance a healthy diet.
 - Grant funding applications, research etc.
 - 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.
 - Further develop our education team to educate the public regarding issues of poverty and how to access support locally.
 - Further develop our volunteer recruitment – skills audit, key deployment, training etc.
 - Continue to research client needs locally.
 - Continue to work closely with financial inclusion team with Trussell Trust.
 - Further develop performance management to ensure excellent working conditions for all staff.
 - Continue to develop the trustees to ensure appropriate skill set to fulfil 3 year strategic plan.
 - Development of a pantry.

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	18/03/2024	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name	CC16a
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Receipts and payments accounts

CC16a

For the period from	01/08/2022	To	31/07/2023
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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 & Grants	79,553	-	-	79,553	29,237
Trussell Trust Financial Inclusion Grant	4,097	27,314	-	31,411	1,029
West Lancs Borough Council Housing Support	55,000	-	-	55,000	-
Gift Aid Claim recovery	2,294	-	-	2,294	5,000
Trussell Trust General Grants	6,830	-	-	6,830	7,165
Fuel Fund Donations	-	250	-	250	2,500
Other income	827	-	-	827	1,000
	-	-	-	-	-
Sub total (Gross income for AR)	148,601	27,564	-	176,165	45,931
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	148,601	27,564	-	176,165	45,931
A3 Payments					
Office & Warehouse Rent	9,375	768	-	10,143	9,617
Office & warehouse Equipment	3,026	3,166	-	6,192	370
Salaries	24,872	425	-	25,297	618
Vehicle & Transport cost	2,639	-	-	2,639	1,138
Print, postage, stationery, Phones	1,266	468	-	1,734	762
Food stock purchases	29,340	-	-	29,340	5,373
CA Project - Welfare Training and support	-	10,196	-	10,196	18,482
Fuel Fund payouts	1,040	250	-	1,290	1,980
Other payments	1,630	-	-	1,630	243
	-	-	-	-	-
Sub total	73,188	15,273	-	88,461	38,583
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	73,188	15,273	-	88,461	38,583
Net of receipts/(payments)	75,413	12,291	-	87,704	7,348
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	72,218	-	-	72,218	64,870
Cash funds this year end	147,631	12,291	-	159,922	72,218

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	213	-	-
	Coop Bank	147,418	12,291	-
		-	-	-
	Total cash funds	147,631	12,291	-

(agree balances with receipts and payments account(s))

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

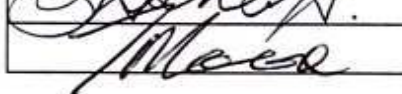
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Vehicle capital		15,380	8,400
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

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

Signature



Print Name
 Derek Ashcroft
 Jackie Moore

Date of approval
 6/2/24
 6/2/24



Section A

Independent Examiner's Report

**Report to the
trustees/members of**

Charity Name
Skelmersdale & District Foodbank

**On accounts for the year
ended**

31st July 2023

**Charity no
(if any)**

1164302

Set out on pages

Pages 1 & 2

(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 31/07/2023

**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 (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:

Date:

12/3/24

Name:

Mr C Cullen

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

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