

Trustees' Annual Report for the period

	Period start date		Period end date
From	01 August 2023	To	31 July 2024

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	Malcom Hayman		20/08/24 appointment	
5				Derek Ashcroft/Chair
6				
7				
8				
9				
10				
11				
12				
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 meters.
5. We work in partnership with CHARIS Shop to offer fuel support via virtual fuel credit cards £70. Also provision of food vouchers Farmfood, 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 requirements 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 80 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 assessed and are provided with initial and ongoing training as required.

Section D

Achievements and performance

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	338	11.52	508	11.31	316	11.09	824	11.22
Oak House	410	13.97	655	14.58	591	20.74	1246	16.97
The Ecumenical Centre	1956	66.64	2972	66.18	1728	60.63	4700	64.03
Trinity Church	231	7.87	356	7.93	215	7.54	571	7.78
Total	2935	100.00	4491	100.00	2850	100.00	7341	100.00
Comparison 01/08/2022– 31/07/23	2146							

Total (%)

Data shows a significant (approximately 73%) increase in support provided by the charity to those facing financial and fuel poverty since 2022/2023

Securing funding from West Lancs. Borough Council and other agencies, enables us to meet demand and also facilitates the recruitment of skilled and dedicated volunteers to meet demand in warehouse etc.

By 31/07/24 our successful partnership with Compassion Acts, working with foodbank clients (FI funded via TT) had gained circa £200,000 in financial benefits for clients, reducing foodbank dependency.

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 is 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.

9.54%
21.55%
56.90%
12.01%

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 charity's 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)	<i>Kathryn Harwood</i>	
Full name(s)	Kathryn Harwood	
Position (eg Secretary Chair, etc)	Secretary	
Date	18/05/25	

Receipts and payments accounts

For the period from	Period start date 01/08/2023	To	Period end date 31/07/2024
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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	36,151		-	36,151	79,553
Trussell Trust Financial Inclusion Grant		61,969	-	61,969	31,411
West Lancs Borough Council Housing Support	82,000		-	82,000	55,000
Gift Aid Claim recovery	5,403		-	5,403	2,294
Trussell Trust General Grants	1,271		-	1,271	6,830
Fuel Fund Donations		360	-	360	250
Other income	4,231		-	4,231	827
	-	-	-	-	-
Sub total (Gross income for AR)	129,056	62,329	-	191,385	176,165
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	129,056	62,329	-	191,385	176,165
A3 Payments					
Office & Warehouse Rent	11,652	1,844	-	13,496	10,143
Office & warehouse Equipment	5,608	526	-	6,134	6,192
Salaries	29,245	936	-	30,181	25,297
Vehicle & Transport cost	1,988		-	1,988	2,639
Print, postage, stationery, Phones	1,164	349	-	1,513	1,734
Food stock purchases	100,979		-	100,979	29,340
CA Project - Welfare Training and support		27,077	-	27,077	10,196
Fuel Fund payouts	2,220	360	-	2,580	1,290
Other payments	1,338		-	1,338	1,630
Sub total	154,194	31,092	-	185,286	88,461
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	154,194	31,092	-	185,286	88,461
Net of receipts/(payments)	- 25,138	31,237	-	6,099	87,704
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	147,631	12,291	-	159,922	72,218
Cash funds this year end	122,493	43,528	-	166,021	159,922

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	493	-	-
	Coop Bank	11,297	-	-
	Epworth Deposit Fund	110,703	43,528	-
	Total cash funds	122,493	43,528	-
(agree balances with receipts and payments account(s))				

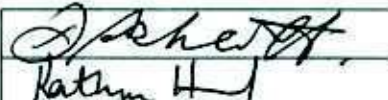
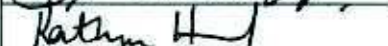
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	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	7,000
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	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	Date of approval
	Derek Ashcroft	13.5.21
	Kathryn Harwood	13.5.21



Section A

Independent Examiner's Report

**Report to the
trustees/members of**

SKELMERSDALE & DISTRICT FOODBANK

**On accounts for the year
ended**

31ST JULY 2024

**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 31/07/2024

**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
- 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:

4.4.2024

Name:

MR CHRIS CULLEN

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

N/A

Address:

50 SPENCERS 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

Receipts and payments accounts

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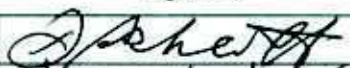
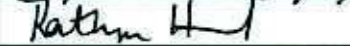
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		-	-	-
		-	-	-
		-	-	-
		-	-	-

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

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			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

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B5 Liabilities			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
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	Kathryn Harwood	13.5.21



Section A

Independent Examiner's Report

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**Independent
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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:

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Signed:

Date:

4.4.2024

Name:

MR CHRIS CULLEN

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

N/A

Address:

50 SPENCERS LANE, SKELMERSDALE WN8 9JR

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