

WYTHENSHAW FOOD BANK
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 3 APRIL 2023



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WYTHENSHAW FOOD BANK

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	S Halpern	
	T Rawlins	
	M Edge	
	A Petrou	
	V McDowell	
	V Quek	(Appointed 26 July 2022)
Charity number	1165044	
Principal address	The Enterprise Centre 34 Benchill Road M22 8LF	
Independent examiner	Topping Partnership (Accountants) Limited Incom House Waterside Trafford Park Manchester M17 1WD	

WYTHENSHAW FOOD BANK

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WYTHENSHAWE FOOD BANK

TRUSTEES' REPORT

FOR THE YEAR ENDED 3 APRIL 2023

The Trustees present their annual report and financial statements for the year ended 3 April 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the Charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

Objectives and activities

In shaping the Charity's objectives, the trustees have paid due regard to the public benefit guidance published by the Charity Commission. Wythenshawe Foodbank was established in January 2016 to create a co-ordinated approach to food crisis in Wythenshawe by bringing together a number of existing foodbanks who were supporting people in need. The main purpose of WFB is to provide food and other essential items to people experiencing food crisis and extreme poverty in Wythenshawe, Manchester through an organisation of foodbanks supported by trained volunteers.

The organisation aims to help people experiencing poverty and financial hardship, primarily by the provision of emergency food, but also by working with other agencies who provide additional support, for example fuel poverty, support with benefit claims, housing, and other services to meet need.

Wythenshawe Foodbank works by having a central warehouse where donations are collected and distributed out to community hubs and uses the Trussell Trust model.

The prevention or relief from poverty in Wythenshawe, Greater Manchester, through the provision of information, advice, guidance and food and basic essential items to individuals in need and other charities and organisations working to prevent or relieve poverty.

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the Charity should undertake.

The Trustees adhere to The Charities Commission statements on Public Benefit.

Achievements and performance

The key achievements for the year are as follows:

- Opened a new Foodbank in Baguely
- Provided 40,000 meals
- 2,500 people fed
- Collected over 20 tons of food
- Built on a payroll giving scheme at WCHG, generating £150 per month

WYTHENSHAW FOOD BANK

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 3 APRIL 2023

Financial review

Accounts for 22/23 are due for submission to the Charities Commission website in March 2024. As the income was over the £25,000 income threshold, we are currently having them independently examined with a view to signing them off at our next meeting.

The 21/22 accounts have been uploaded and accepted by the Charities Commission and are available online. Thank you to Tony Petrou & Topping Partnership for this valuable contribution to make that happen.

The charity is in a sound financial position, but funding and sustainability will always remain a key priority.

The charity had reserves of £88,482 at the start of the period and £94,419 at the end.. This is working capital.

The reserves were achieved both from donations via grant making bodies and generous donations. In the coming year the Charity will continue to apply for external funding as is appropriate for agreed budgets.

The Trustees recognise the importance of having a reserves policy. The reserves policy is an area of focus for Trustees.

It is the policy of the Charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The Trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the Charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

The Trustees have assessed the major risks to which the Charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

Plans for future periods

- Developing a vision for the future
- Recruiting more trustees with the relevant knowledge and experience to move us forward
- Funding and sustainability to meet needs into the future
- Deliver against quality assurance action plan from Trussell Trust
- Building a food eco system in Wythenshawe to help move people away from food crisis.

Structure, governance and management

The charity is a Charitable Incorporated Organisation registered with the UK Charities Commission on 5 January 2016. The charity number is 1165044. It is governed by these rules and the constitution dated 9 September 2017.

The principal place of business is Wythenshawe Community Housing Group, Wythenshawe, Manchester, M22 9TA

The Trustees who served during the year and up to the date of signature of the financial statements were:

P Moran (Resigned 26 July 2022)

J Naraynsingh (Resigned 1 July 2023)

S Halpern

T Rawlins

M Edge

A Petrou

V McDowell

V Quek

(Appointed 26 July 2022)

J Hunt

(Appointed 18 October 2022 and resigned 22 February 2024)

None of the Trustees have any beneficial interest in the company. All of the Trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

WYTHENSHAW FOOD BANK

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 3 APRIL 2023

The trustees' report was approved by the Board of Trustees.

A petrou

A petrou (Mar 15, 2024 13:52 GMT)

A Petrou

Trustee

5 March 2024

WYTHENSHAW FOOD BANK

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF WYTHENSHAW FOOD BANK

I report to the Trustees on my examination of the financial statements of Wythenshawe Food Bank (the Charity) for the year ended 3 April 2023.

Responsibilities and basis of report

As the Trustees of the Charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the Charity's financial statements 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 2011 Act.

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no 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 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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 financial statements to be reached.



S Wilcock (Mar 15, 2024 14:01 GMT)

Topping Partnership (Accountants) Limited

**Susan Wilcock FCCA
Independent Examiner**

Incom House
Waterside
Trafford Park
Manchester
M17 1WD

Dated: 5 March 2024

WYTHENSHAW FOOD BANK

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 3 APRIL 2023

	Notes	Unrestricted funds 2023 £	Unrestricted funds 2022 £
<u>Income from:</u>			
Donations and legacies	3	64,115	36,490
		<hr/>	<hr/>
<u>Expenditure on:</u>			
Charitable activities	4	58,178	39,212
		<hr/>	<hr/>
Net income/(expenditure) for the year/ Net movement in funds		5,937	(2,722)
Fund balances at 4 April 2022		88,482	91,204
		<hr/>	<hr/>
Fund balances at 3 April 2023		94,419	88,482
		<hr/>	<hr/>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

WYTHENSHAW FOOD BANK

BALANCE SHEET

AS AT 3 APRIL 2023

	Notes	2023 £	£	2022 £	£
Current assets					
Debtors	8	-		36	
Cash at bank and in hand		98,608		89,315	
		<u>98,608</u>		<u>89,351</u>	
Creditors: amounts falling due within one year	9	(4,189)		(869)	
Net current assets			94,419		88,482
Income funds					
Unrestricted funds			94,419		88,482
			<u>94,419</u>		<u>88,482</u>

The financial statements were approved by the Trustees on 5 March 2024

A petrou

A petrou (Mar 15, 2024 13:52 GMT)

A Petrou
Trustee

WYTHENSHAW FOOD BANK

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 3 APRIL 2023

1 Accounting policies

Charity information

Wythenshawe Food Bank is a Charitable Incorporated Organisation registered with The Charities Commission on 5 January 2016. It is governed by these rules and its constitution dated 9 September 2017.

1.1 Accounting convention

The financial statements have been prepared in accordance with the Charity's constitution, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The Charity is a Public Benefit Entity as defined by FRS 102.

The Charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Income

Income is recognised when the Charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the Charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of receipt.

Legacies are recognised on receipt or otherwise if the Charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

WYTHENSHAW FOOD BANK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 3 APRIL 2023

1 Accounting policies

(Continued)

1.5 Expenditure

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT that cannot be recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes all the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity appointed to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to the activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

1.6 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.7 Financial instruments

The Charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Charity's balance sheet when the Charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the Charity's contractual obligations expire or are discharged or cancelled.

WYTHENSHAW FOOD BANK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 3 APRIL 2023

1 Accounting policies (Continued)

1.8 Employee benefits

Termination benefits are recognised immediately as an expense when the Charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.9 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

2 Critical accounting estimates and judgements

In the application of the Charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations and legacies

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
Donations and gifts	64,115	36,490

4 Charitable activities

	Charitable Expenditure	Charitable Expenditure
	2023	2022
	£	£
Staff costs	31,995	20,558
Premises	1,290	933
Food	23,177	16,811
Professional Fees	1,645	416
Bank Charges	5	16
Repairs	-	478
Travel	66	-
	58,178	39,212
	58,178	39,212

WYTHENSHAW FOOD BANK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 3 APRIL 2023

5 Trustees

None of the Trustees (or any persons connected with them) received any remuneration or benefits from the Charity during the year.

6 Employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
	2	2
	<u>2</u>	<u>2</u>
Employment costs	2023	2022
	£	£
Wages and salaries	31,427	20,297
Other pension costs	568	261
	<u>31,995</u>	<u>20,558</u>

There were no employees whose annual remuneration was more than £60,000.

7 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

8 Debtors

	2023 £	2022 £
Amounts falling due within one year:		
Prepayments and accrued income	-	36
	<u>-</u>	<u>36</u>

9 Creditors: amounts falling due within one year

	2023 £	2022 £
Other taxation and social security	968	209
Other creditors	2,561	-
Accruals and deferred income	660	660
	<u>4,189</u>	<u>869</u>

Minutes
of a Trustees' Meeting
of
Wythenshawe Foodbank

Held on 5 March 2024

Present: Susan Halpern
Tracy Rawlins
Marie Edge
Antony Petrou
Victoria McDowell (Chair)
Victoria Querk

The financial statements for the year ended 3 April 2023 were considered and approved for submission to the members.

It was agreed that Antony Petrou would sign the letter of representation on behalf of the Charity.

Apetrou
Apetrou (Mar 15, 2024 13:52 GMT)

Mr Antony Petrou
Trustee

The Enterprise Centre
34 Benchill Road
Manchester
M22 8LF

Topping Partnership (Accountants) Limited
Incom House
Waterside
Trafford Park
Manchester
M17 1WD

5 March 2024

Dear Sirs

Re: Financial Statements for the year ended 3 April 2023

This representation letter is provided in connection with your preparation of the accounts of Wythenshawe Foodbank for the year ended 3 April 2023 for the purpose of filing the statutory accounts of Wythenshawe Foodbank.

- 1 We acknowledge as Trustees our responsibility for preparing financial statements which give a true and fair view of the financial position of Wythenshawe Foodbank as of 3 April 2023 and of the results of its operations for the year then ended and for making accurate representations to you. All accounting records and relevant information have been made available to you for the purpose of your preparation of the accounts and all transactions undertaken by the Trustees have been properly reflected in the accounting records provided to you. All other records and related information, including minutes of all management and Trustees' meetings, have been made available to you. We have provided to you all other information requested and given unrestricted access to persons within the Charity from whom you have deemed it necessary to obtain information.
- 2 We acknowledge our responsibility for the design and implementation of internal control to prevent and detect error and fraud. We confirm the financial statements are free from material misstatements, including omissions. We believe that those uncorrected misstatements identified during the preparation of the accounts are immaterial both individually and in aggregate to the financial statements as a whole.
- 3 We have disclosed to you all information in relation to fraud or suspected fraud that we are aware of and that affects the entity and involves management, employees who have significant roles in internal control or others, where fraud could have a material effect on the financial statements. We have disclosed to you all information in relation to allegations of fraud or suspected fraud affecting the entity's financial statements communicated by employees, former employees, analysts, regulators or others.
- 4 We confirm that we are not aware of any possible or actual instance of non-compliance with those laws and regulations which provide a legal framework within which the Charity conducts its business. The Charity has complied with all aspects of contractual agreements that could have a material effect on the financial statements in the event of non-compliance.

- 5 We have no plans or intentions that may materially alter the carrying value and where relevant the fair value measurements or classification of assets and liabilities reflected in the financial statements.
- 6 We confirm that we have disclosed to you the identity of the entity's related parties and all related party transactions relevant to the Charity and that we are not aware of further related party matters that require disclosure other than those already disclosed in the accounts. Related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of accounting standards.
- 7 We confirm that, having considered our expectations and intentions for the next twelve months and the availability of working capital, the Charity is a going concern.
- 8 The Charity has satisfactory title to all assets and there are no liens or encumbrances on the assets except for those disclosed in the accounts.
- 9 There are no liabilities, contingent liabilities or guarantees to third parties other than those disclosed in the accounts.
- 10 There have been no events since the balance sheet date which require disclosure or which would materially affect the amounts in the accounts, other than those already disclosed or included in the accounts.
- 11 The Charity has at no time during the year any arrangement, transaction or agreement to provide credit facilities (including loans, quasi-loans or credit transactions) for the Trustees nor to guarantee or provide security for such matters, except as disclosed in the accounts.
- 12 We have disclosed all known actual or possible litigation and claims whose effects should be considered when preparing the financial statements and these have been disclosed in accordance with the requirements of the accounting standards.
- 13 Significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable.

We confirm to the best of our knowledge and belief that the above representations are made on the basis of enquiries of management and staff with relevant knowledge and experience and, where appropriate, of inspection of supporting documentation sufficient to satisfy ourselves that we can properly make each of the above representations to you.

Yours faithfully

A petrou

A petrou (Mar 15, 2024 13:52 GMT)

Mr Antony Petrou
Trustee







Binder1

Final Audit Report

2024-03-15

Created:	2024-03-15
By:	Topping Partnership (adobe@toppingpartnership.co.uk)
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"Binder1" History

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2024-03-15 - 12:13:33 PM GMT
-  Email viewed by tony@wythenshawe.foodbank.org.uk
2024-03-15 - 1:52:18 PM GMT
-  Signer tony@wythenshawe.foodbank.org.uk entered name at signing as A petrou
2024-03-15 - 1:52:50 PM GMT
-  Document e-signed by A petrou (tony@wythenshawe.foodbank.org.uk)
Signature Date: 2024-03-15 - 1:52:52 PM GMT - Time Source: server
-  Agreement completed.
2024-03-15 - 1:52:52 PM GMT







signed by Tony

Final Audit Report

2024-03-15

Created:	2024-03-15
By:	Topping Partnership (adobe@toppingpartnership.co.uk)
Status:	Signed
Transaction ID:	CBJCHBCAABAAoMI_ulA-R6IEF9Q4L4i2IoW3Lf4dSPf

"signed by Tony" History

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2024-03-15 - 2:00:28 PM GMT
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2024-03-15 - 2:00:57 PM GMT
-  Signer sw@toppingpartnership.co.uk entered name at signing as S Wilcock
2024-03-15 - 2:01:20 PM GMT
-  Document e-signed by S Wilcock (sw@toppingpartnership.co.uk)
Signature Date: 2024-03-15 - 2:01:22 PM GMT - Time Source: server
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2024-03-15 - 2:01:22 PM GMT