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## Neath Foodbank

### Trustees' Annual Report for the Year Ending 31<sup>st</sup> August 2022

Charity Name : Neath Foodbank

Charity Registration No. : 1166053

Charity Address : Orchard Place Baptist Church, 26-28 Orchard Street, Neath, SA11 1DT.

#### Objectives and Activities

Neath Foodbank operates under the umbrella of the Trussell Trust and, as such, adopts its purposes and objectives (Trussell Trust Charity Registration No. 1110522). The Foodbank is situated within the Orchard Place Baptist Church.

The Foodbank's purpose is to "provide dignified, compassionate support to people in crisis; to engage with the community to provide food and additional support to local people who are without access to food, because of a lack of money."

Neath Foodbank is operated by a body of Trustees and a team of dedicated volunteers who are passionate about delivering much needed food and support to people in crisis. The Trustees come from a variety of backgrounds, and bring differing skills and experience to helping guide the Foodbank operation in an effective and efficient manner, with the aim of always being available, and able to satisfy the needs of those families and individuals in need. The Trustees are all aware of the responsibility they have, and the obligations they have to comply with Charity Commission requirements.

#### Structure, Governance and Management

Type of Governing Document : A Constitution

How the Charity is constituted : Unincorporated association

Trustee selection method: Trustees have been appointed from a variety of backgrounds, with the aim of ensuring their commitment to the Charity's aims, and that they can bring specific experience and skills to uphold the Foodbank's objectives. Trustees will serve for a period up to one year and can be re-elected at the A.G.M. A minimum of 3 trustees will serve. New Trustees are appointed by the existing Trustee body.

#### Achievements and Performance in the Year

All daily operational activities for the majority of the year continued to have been significantly affected by the Covid-19 virus. However, the Foodbank has always been open throughout every week of the year, ensuring those in need were always able to receive their food parcels. The Orchard Place Chapel building was closed to most Church activities for the first half of the year, but it kindly made an exception for the Foodbank operation to use all facilities as usual, at all times.

We continued, as a team, to do everything we could to ensure we could do our very best to keep everyone safe from the virus, whilst we kept the operation open as normal. As in the previous year the team responded wonderfully well throughout the year to ensure all our clients were able to receive their food parcels. Some of our regular volunteers were deemed to be in vulnerable age groups and could not attend to help, but again, a number of younger people then volunteered to ensure continuity. Some referral agencies were still not fully open for the early part of the year but we continued to find other ways of communicating with them, and because many clients had to self-isolate for periods we continued our delivery service where required run by ourselves and by local taxis. All these efforts coupled with the generosity of many of the local supermarkets meant that our Foodbank during the year was able to redeem 1,657 food vouchers and this enabled 2,184 adults and 961 children to be fed.

Donations of food increased during the year but demand for food parcels also increased resulting in an overall decrease in stocks by the end of the year but we were in the fortunate position of being able to purchase food to meet demand from clients. ( Please see "Financial Results".)

### Financial Results

There was a surplus during the year of £12,615 mainly resulting from Grants of £6,064 received, and donations increasing to a record £27,656. However, the needs also increased as we dipped further into our stocks, and still had to purchase £17,735 of food- much more than we have ever purchased in previous years.

The closing reserves at year end stood at £67,968 and £10,000 in a deposit account with Celtic Credit Union. This was deposited in 2020/21 after the Trustees had decided to use some of our healthy bank balance to support another part of the local community. This followed the purchase of several laptop computers for a local comprehensive school in the same year. Our policy is that we maintain a minimum of £6,000 in our reserve which would allow the Foodbank to continue operating for a further 6 months period, if a "closure" situation were to be agreed.

Our sources of funding remain similar, and are essentially monetary / food donations from the local community and a number of retail shops and supermarkets, particularly "Tesco" which operates a monetary "top-up" for the Foodbank. Coupled with this, we ensure that we apply for, and receive any grants that may become available to us.

We are always mindful that we still face potential risks to our funding in that we have to keep communicating with individuals and businesses to ensure that the ongoing Foodbank needs are always made evident in the community. The Trustees meet periodically and review all forms of income, costs and the reserves position.

During the last year we have also increased our learning and training as we recognise the need for all our team to keep up to date in their knowledge and the routines we use. We have been present at additional on-line sessions and are making use of the Trussell Trust's training offerings.

We believe that despite the challenges and difficulties during the year we have still delivered an excellent service to those who have had cause to visit the Foodbank and during those visits we have tried to show the most compassion we could, recognising the continuing difficulties our clients have to face.

The Trustees who manage the charity and who were in office during the year are:

Reverend Lynda Newman	Chair-person
Reverend James Caddick	For first half of year
Reverend Ian Anderson	" " " " "
Peter Swindale	
Arthur Potts	
Mark Jones	Treasurer

There are no Corporate Trustees, or Trustees holding title to property belonging to the Charity.

There are no funds held as Custodian Trustees on behalf of others.

Names and addresses of other Advisors: The Trussell Trust, Unit 9, Ashfield Trading Estate, Ashfield Road, Salisbury, Wilts., SP2 7HL.

#### Declarations

The Trustees declare that they have approved the Trustees' Report above.

Signed on behalf of the Charity's Trustees:

Signature L.E. Newman

Rev Canon Full name LYNDA ELIZABETH NEWMAN

Position: Chair-person

Date: 10/10/23

**Neath Food Bank**

**Income and Expenditure Account for the Year Ending 31<sup>st</sup> August 2022**

	<u>Year End 31/8/22</u>	<u>Year End 31/8/21</u>
<b><u>Income</u></b>		
Donations	27,656.12	25,918.01
Grants	6,064.27	3,734.29
Tesco "Top-up" arrangement	<u>1,817.29</u>	<u>1,778.06</u>
	35,537.68	31,430.36
<b><u>Expenditure</u></b>		
Trussell Trust membership	0	0
Storage (shelves and containers)	95.96	47.00
Telephone & Internet	388.85	431.00
Food purchases	17,735.15	5,282.61
Stationery	261.47	201.50
Donation for use of premises	3,000.00	2,000.00
Insurance	168.00	168.00
Information Commissioner	35.00	35.00
Bags 'N' Boxes	160.06	36.00
Personal protective equipment	0	564.68
Laptop, computer & phone	59.99	99.36
Deliver food by taxis	847.38	969.27
Laptops for Cefn Saeson School	0	2,500.00
Deposit with Celtic Credit Union	0	10,000.00
Bank charge	0	15.00
Miscellaneous (weighing scale)	<u>170.40</u>	(tape measure & towels) <u>4.59</u>
	22,922.26	22,354.01
Net surplus for the year	12,615.42	9,076.35
Add: Bank balance B/Fwd.	<u>55,353.10</u>	<u>46,276.75</u>
Closing Bank Balance	<u>£67,968.52</u>	<u>£55,353.10</u>
Plus: Deposited with Celtic Credit Union	<u>£10,000.00</u>	

## **Independent Examiner's Report**

### **Report to the Trustees of Neath Foodbank**

I report on the accounts of the Foodbank for the year to 31<sup>st</sup> August 2022, which are set out on the attached Account.

### **Respective responsibilities of Trustees and Examiners**

The Foodbank's Trustees are responsible for the preparation of the accounts, and the Trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (The 2011 Act), and that an independent examination is needed.

It is my responsibility to:

- a. Examine the accounts under section 145 of the 2011 Act.
- b. To follow the procedures laid down in the general directions given by the Charity Commission (under section 145 (5(b) of the 2011 Act, and
- c. To state whether particular matters have come to my attention.

### **Basis of Independent Examiners report**

My examination was carried out in accordance with the general directions given by the Charities Commission. An examination includes a review of the accounting records kept by the Foodbank, and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently, no opinion is given as to whether the accounts present a 'true and fair view', and the report is limited to those matters set out in the statement below.

### **Independent Examiners statement**

In connection with our examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements:
  - a. to keep accounting records in accordance with section 130 of the 2011 Act; and
  - b. to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name: Mr I Hutchinson

Signed: 

Date: 21/06/2023

Address: 20 The Paddocks, Tonna, Neath. SA113FD