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**HELP IN THE COMMUNITY T/A MEDWAY FOODBANK**

**Charity Registration Number : 1166505**

**REPORT OF THE TRUSTEES AND UNAUDITED FINANCIAL  
STATEMENTS**

**For the Year Ended 31 March 2023**

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## HELP IN THE COMMUNITY T/A MEDWAY FOODBANK

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For the Year Ended 31 March 2023

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## HELP IN THE COMMUNITY T/A MEDWAY FOODBANK

### CHARITY INFORMATION For the Year Ended 31 March 2023

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CHARITY NAME : Help in the Community t/a Medway Foodbank

CHARITY REGISTRATION NUMBER : 1166505

TRUSTEES : Mrs Linda Fiddymment (chairperson)  
Mr Mark Anderton  
Miss Alison West  
Mrs Susan Franks  
Mr James McGlashan  
Mr Joel Watson

PRINCIPAL ADDRESS : Unit 26,  
Riverside 1,  
Sir Thomas Longley Road,  
Strood  
Kent.  
ME2 4DP

ACCOUNTANTS : Accounting Connections Limited

ADDRESS : 7-8 New Road Avenue,  
Rochester,  
Kent.  
ME4 6BB

INDEPENDENT EXAMINERS : Susan Robinson, Kreston Reeves LLP

ADDRESS : Quayside,  
Montague Place,  
Chatham Maritime,  
Chatham,  
Kent.  
ME4 4QU

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## HELP IN THE COMMUNITY T/A MEDWAY FOODBANK

### TRUSTEES' REPORT For the Year Ended 31 March 2023

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The trustees' present their report along with the unaudited financial statements and supporting notes, of the charity for the year ended 31st March 2023.

#### CHARITY NAMES

Although the charity's legal name is Help in the Community the charity operates under the name Medway Foodbank.

#### TRUSTEES

The trustee(s) shown below have held office during the whole period under review :

Mrs Linda Fiddymont (chairperson)  
Mr Mark Anderton  
Miss Alison West  
Mrs Susan Franks  
Mr James McGlashan  
Mr Joel Watson

#### STRUCTURE, GOVERNANCE AND MANAGEMENT

<b>Type of governing document</b> (eg trust deed, constitution)	<u>Constitution</u>
<b>How the charity is constituted</b> (eg trust, association, company)	<u>Charitable incorporated organisation</u>
<b>Trustee selection methods</b> (eg appointed by, elected by)	<u>Elected by the current Board</u>

#### Additional governance issues

Help in the Community was constituted in April 2016 as a Charitable Incorporated Organisation. The originating trustees were those who were on the steering group of Medway Foodbank. The Trustees are held responsible for the organisation's finances, as well as setting the strategy and monitoring the performance against that strategy. Medway Foodbank is a member of The Trussell Trust, which is a Christian Organisation. Before anybody can become a Trustee, they must first be able to demonstrate in writing, the skills that the organisation has identified that it needs. A meeting of trustees and a prospective trustee is held and if agreement is reached on suitability the person will then be asked to join the Board. The Trustees are all volunteers. Medway Foodbank has one permanent, full time paid employee and six permanent part-time paid employees: Most staff are based at our unit on Medway City Estate with some working remotely. The food is normally distributed to those in need through the local foodbank centres; all these are operated by volunteers. The 8 foodbank centres re-opened in April and May 2022 as planned following closure due to the Covid-19 pandemic.

**OBJECTIVES AND ACTIVITIES**

**Summary of the objects of the charity set out in it's governing document**

The principal object of Help in the Community is: 'The relief and prevention of poverty, for the public benefit, in Medway and North Kent through: the provision of free emergency food; and partnership with other organisations working to prevent or relieve poverty.' Help in the Community is the overarching body for Medway Foodbank, which provides emergency food for those who are in need. We are part of the Trussell Trust and use their recognised system for distributing food.

**Summary of the main activities undertaken for the public benefit in relation to these objects**

Medway Foodbank works with a number of agencies around the Medway Towns who assess those who require food, and provide them with an e-voucher, which can be redeemed at one of eight foodbank centres, situated in churches in Strood, Rochester, Chatham, and Gillingham, as well as foodbank centres in The Net community Cafe in Walderslade, All Saints Community Project Trust in Chatham and MidKent College, Gillingham.

**Additional details of objectives and activities**

The constitution sets out the rules that trustees of the organisation are expected to follow. A copy of this is given to each incoming member, with an explanation as to what is expected. Help in the Community is dependent upon volunteers, especially within the warehouse and the food distribution centres. The Board and paid staff are highly appreciative of the hard work undertaken by the teams of dedicated volunteers, who give of their time voluntarily each week.

TRUSTEES' REPORT  
For the Year Ended 31 March 2023

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**ACHIEVEMENTS AND PERFORMANCE**

**Summary of the main achievements of the charity during the year**

In the year 2022-23, Medway Foodbank provided 3 days of emergency food to 12,266 people in crisis, with nearly half of those in need being children. We have seen an increase of 11% Year on Year, in the numbers we are supporting this is a marked increase compared with pre-Covid levels, with a 109% increase in the last 5 years. Clients of Medway Foodbank receive personal support and are signposted to organisations that can help them further to resolve their immediate issues and to increase resilience for the future. This normally takes place in our foodbank centres or within our dedicated office team, as well as providing signposting sheets that have gone into every food parcel. We have heard positive stories from clients of support that has helped them when they have contacted organisations on the sheet. Since August 2022 we have been fortunate to form a partnership with Citizen's Advice Medway to provide accessible advice at our Centres for clients. We have been able to jointly appoint Foodbank Advisers who are working towards financial inclusion for our clients with significant financial gains already being seen for a number of clients, meaning that they may not need foodbank support in the future. This has been financed for 3 years through a grant from The Trussell Trust.

Over this financial year, Medway Foodbank has received over 91383kg of food donations and has distributed over 91,330kg to the needy. Over the last financial year that represents a 1.9% decrease on the last financial year in food being donated. During 2022-23 the foodbank had to purchase 5582kg of food stock to meet the in demand. Funding has been received for these purchases from our various supporters and the Trustee Board consider these matters regularly at their meetings.

**FINANCIAL REVIEW**

**Brief statement of the charity's policy on reserves**

It was the aim of the trustee board to build the charities reserves to the point where it had three months expenses in reserve. This has been achieved and we are now looking to ensure the best use of our finances to secure our ability to meet the current needs.

**Details of any funds materially in deficit**

There are no funds materially in deficit.

**Further financial review details**

The organisation's constitution states that 'The income and property of the CIO must be applied solely towards the promotion of the objects.' Since the conclusion of the Medway Reap partnership our Fundraising Manager has procured funding from other sources to meet the staffing and overhead costs for the organisation. We are grateful for grant support this year from the following funders: Trussell Trust, Colyer Ferguson, Kent Community Foundation, The Julia and Hans Rausing Trust, MIND and The Philip and Connie Phillips Foundation.

TRUSTEES' REPORT  
For the Year Ended 31 March 2023

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OTHER OPTIONAL INFORMATION

Summary of other information the trustees feel is relevant

It has been sad to see continued high foodbank usage over the last year. Medway Foodbank will continue to work with other charities and agencies to support those in need to help resolve their crisis. We can only achieve this with the help of our volunteers and the enormous support of local people, local businesses and funders who provide us with the food and resources to continue our Mission. The charity is currently dealing with 109% increase in foodbank usage compared with five years ago.

TRUSTEES RESPONSIBILITY STATEMENT

The Trustees are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust deed. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

DECLARATION

This report was reviewed and approved by the Board of Trustees on 30/11/2023

And Signed On Behalf Of The Board By :

*Linda Fiddymment*

Linda Fiddymment (Dec 13, 2023 09:14 GMT)

Mrs Linda Fiddymment

Trustee of Help in the Community t/a Medway Foodbank

I report to the trustees on my examination of the accounts of Help in the Community T/A Medway Foodbank for the year ended 31 March 2023.

### Responsibilities and Basis of the Report

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

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

### Independent Examiners Statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I can confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

Your attention is drawn to the fact that the Charity has prepared the accounts in accordance with 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) 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 been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2019.

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:

- accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
- the accounts do not accord with those records; or
- the accounts 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 accounts to be reached.

This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my work or for this report.

*Susan Robinson*

Susan Robinson (Dec 11, 2023 14:34 GMT)

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S M Robinson BA FCA FCIE DChA  
Kreston Reeves LLP  
Chartered Accountants, Chatham

11/12/2023

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Date



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**HELP IN THE COMMUNITY T/A MEDWAY FOODBANK**

**STATEMENT OF FINANCIAL ACTIVITIES**

**For the Year Ended 31 March 2023**

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	Notes	Unrestricted funds £	Restricted income funds £	Total funds £	Prior year funds £
<b>Incoming Resources</b>					
Donations and legacies		228,832	125,522	<b>354,354</b>	252,204
Charitable activities		-	-	-	-
Other trading activities		-	-	-	-
Investments		-	-	-	-
Other		-	-	-	-
<b>Total</b>	<b>4</b>	<b>228,832</b>	<b>125,522</b>	<b>354,354</b>	<b>252,204</b>
<b>Resources Expended</b>					
Expenditure on:					
Raising funds		-	-	-	-
Charitable activities		153,834	113,030	<b>266,864</b>	245,975
Other		-	-	-	-
<b>Total</b>	<b>6</b>	<b>153,834</b>	<b>113,030</b>	<b>266,864</b>	<b>245,975</b>
<b>Net Income / (Expenditure)</b>		74,998	12,492	87,490	6,229
Transfers between funds		(5,213)	5,213	-	-
<b>Net Movement in Funds</b>		<b>69,785</b>	<b>17,705</b>	<b>87,490</b>	<b>6,229</b>
<b>Reconciliation of funds</b>					
Funds brought forward		145,526	92,255	237,781	231,552
Net movement in year		69,785	17,705	87,490	6,229
<b>Funds carried forward</b>		<b>215,311</b>	<b>109,960</b>	<b>325,271</b>	<b>237,781</b>

# HELP IN THE COMMUNITY T/A MEDWAY FOODBANK

## BALANCE SHEET As at 31 March 2023

	Notes	Unrestricted funds £	Restricted income funds £	Total this year £	Total last year £
<b>FIXED ASSETS</b>					
Intangible fixed assets		-	-	-	-
Tangible fixed assets	9	44,658	-	44,658	58,318
Investments		-	-	-	-
<b>Total Fixed Assets</b>		<b>44,658</b>	<b>-</b>	<b>44,658</b>	<b>58,318</b>
<b>CURRENT ASSETS</b>					
Stocks and work in progress	5	-	59,961	59,961	44,625
Debtors	11	12,539	-	12,539	11,037
Cash at bank and in hand	13	174,861	49,999	224,860	126,397
<b>Total Current Assets</b>		<b>187,400</b>	<b>109,960</b>	<b>297,360</b>	<b>182,059</b>
<b>CREDITORS : Amounts falling due within one year</b>					
Creditors < 1 year	12	(16,747)	-	(16,747)	(2,596)
<b>Total Current Liabilities</b>		<b>(16,747)</b>	<b>-</b>	<b>(16,747)</b>	<b>(2,596)</b>
<b>NET CURRENT ASSETS</b>		<b>170,653</b>	<b>109,960</b>	<b>280,613</b>	<b>179,463</b>
<b>Total Assets Less Current Liabilities</b>		<b>215,311</b>	<b>109,960</b>	<b>325,271</b>	<b>237,781</b>
<b>CREDITORS : Amounts falling due after more than one year</b>					
Creditors > 1 year		-	-	-	-
<b>Total Long Term Liabilities</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>NET ASSETS</b>		<b>215,311</b>	<b>109,960</b>	<b>325,271</b>	<b>237,781</b>
<b>FUNDS OF THE CHARITY</b>					
Restricted income funds		-	109,960	109,960	92,255
Unrestricted funds		215,311	-	215,311	145,526
Revaluation reserve		-	-	-	-
<b>Total Funds</b>		<b>215,311</b>	<b>109,960</b>	<b>325,271</b>	<b>237,781</b>

CHARITY REGISTRATION NUMBER : 1166505

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## HELP IN THE COMMUNITY T/A MEDWAY FOODBANK

### BALANCE SHEET As at 31 March 2023

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These accounts have been prepared on an accruals basis and in accordance with relevant Financial Reporting Standards and the Charities Act 2011 as set out in the notes to these accounts.

These accounts have also been subjected to an independent examination as required by the Charities Act 2011.

The trustees acknowledge their responsibilities for complying with the requirements of the Charities Act 2011 with respect to accounting records and the preparation of accounts.

The financial statements were approved by the Board of Trustees on 30/11/2023

**SIGNED ON BEHALF OF THE BOARD BY :**

*Linda Fiddymment*  
Linda Fiddymment (Dec 13, 2023 09:14 GMT)

Mrs Linda Fiddymment  
Trustee of Help in the Community t/a Medway Foodbank

The notes form part of these financial statements

**CHARITY REGISTRATION NUMBER : 1166505**

**NOTES TO THE FINANCIAL STATEMENTS**

**For the Year Ended 31 March 2023**

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**1 GENERAL INFORMATION**

Help In The Community T/A Medway Foodbank is a charitable incorporated organisation, registered in England. The charity number is 1166505 and the charity's registered address is 7-8 New Road Avenue, Rochester, Kent, ME4 6BB. The charity's principal activities are the provision of three day emergency food parcels to those people in the Medway Towns suffering hardship and food poverty.

**2 BASIS OF PREPARATION**

**2.1 Basis of Accounting**

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - 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 Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Help In The Community T/A Medway Foodbank meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

**2.2 Going Concern**

There are no material uncertainties related to events or conditions that cast significant doubt on the charity's ability to continue as a going concern.

NOTES TO THE FINANCIAL STATEMENTS

For the Year Ended 31 March 2023

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**3 ACCOUNTING POLICIES - INCOME**

**Recognition of Income**

Income is included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources;
- it is more likely than not that the trustees will receive the resources; and
- the monetary value can be measured with sufficient reliability.

**Offsetting**

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.

**Grants and Donations**

Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 SORP).

In the case of performance related grants, income must only be recognised to the extent that the charity has provided the specified goods or services as entitlement to the grant only occurs when the performance related conditions are met (5.16 FRS 102 SORP).

**Legacies**

Legacies are included in the SoFA when receipt is probable, that is, when there has been grant of probate, the executors have established that there are sufficient assets in the estate and any conditions attached to the legacy are either within the control of the charity or have been met.

**Tax Reclaims on Donations and Gifts**

Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

**Contractual Income and Performance Related Grants**

This is only included in the SoFA once the charity has provided the related goods or services or met the performance related conditions.

NOTES TO THE FINANCIAL STATEMENTS

For the Year Ended 31 March 2023

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**3 ACCOUNTING POLICIES - INCOME (Continued)**

**Donated Goods**

Donated goods are measured at fair value (the amount for which the asset could be exchanged) unless impractical to do so. This valuation is determined by The Trussell Trust.

The cost of any stock of goods donated for distribution to beneficiaries is deemed to be the fair value of those gifts at the time of their receipt and they are recognised on receipt. In the reporting period in which the stocks are distributed, they are recognised as an expense at the carrying amount of the stocks at distribution.

Donated goods for resale are measured at fair value on initial recognition, which is the expected proceeds from sale less the expected costs of sale, and recognised in 'Income from other trading activities' with the corresponding stock recognised in the balance sheet. On its sale the value of stock is charged against 'Income from other trading activities' and the proceeds from sale are also recognised as 'Income from other trading activities'.

Goods donated for on-going use by the charity are recognised as tangible fixed assets and included in the SoFA as incoming resources when receivable.

Gifts in kind for use by the charity are included in the SoFA as income from donations when receivable.

**Donated Services and Facilities**

Donated services and facilities are included in the SoFA when received at the value of the gift to the charity provided the value of the gift can be measured reliably.

Donated services and facilities that are consumed immediately are recognised as income with an equivalent amount recognised as an expense under the appropriate heading in the SOFA.

**Volunteer Help**

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

**Fund Accounting**

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

NOTES TO THE FINANCIAL STATEMENTS

For the Year Ended 31 March 2023

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**3.1 ACCOUNTING POLICIES - EXPENDITURE AND LIABILITIES**

**Liability recognition**

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

**Governance and support costs**

Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, eg allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

**Grants with performance conditions**

Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.

**Grants payable without performance conditions**

Where there are no conditions attaching to the grant that enables the donor charity to realistically avoid the commitment, a liability for the full funding obligation must be recognised.

**Redundancy Costs**

The charity made no redundancy payments during the reporting period.

**Deferred Income**

No material item of deferred income has been included in the accounts.

**Creditors**

The charity has creditors which are measured at settlement amounts less any trade discounts.

**Provisions for Liabilities**

A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date.

### 3.2 ACCOUNTING POLICIES - ASSETS

#### **Tangible fixed assets for use by charity**

These are valued at cost less depreciation. The depreciation rates and methods used detailed in note 9.2

#### **Stocks and work in progress**

Stocks held for sale as part of non-charitable trade are measured at the lower or cost or net realisable value.

Goods or services provided as part of a charitable activity are measured at net realisable value based on the service potential provided by items of stock. The valuation of stock held at the year end per kg is determined by The Trussell Trust.

#### **Debtors**

Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

#### **Current Asset Investments**

They are valued at fair value except where they qualify as basic financial instruments.



NOTES TO THE FINANCIAL STATEMENTS  
For the Year Ended 31 March 2023

4 ANALYSIS OF INCOME

	Unrestricted funds £	Restricted income funds £	Endowment funds £	Total funds £	Prior year funds £
<b>Donations and Legacies</b>					
Donations and gifts	204,487	5,050	-	<b>209,537</b>	163,810
Gift Aid	24,345	-	-	<b>24,345</b>	7,923
Legacies	-	-	-	-	-
General grants provided by government/other charities	-	105,136	-	<b>105,136</b>	70,846
Membership subscriptions and sponsorships which are in substance donations	-	-	-	-	-
Donated goods, facilities and services	-	15,336	-	<b>15,336</b>	9,625
Other	-	-	-	-	-
<b>Total</b>	<b>228,832</b>	<b>125,522</b>	-	<b>354,354</b>	<b>252,204</b>
 <b>TOTAL INCOME</b>	 <b>228,832</b>	 <b>125,522</b>	 -	 <b>354,354</b>	 <b>252,204</b>

Other Information :

Within the income items above the following items are material: (please disclose the nature, amount and any prior year amounts)

None

NOTES TO THE FINANCIAL STATEMENTS

For the Year Ended 31 March 2023

5 DONATED GOODS, FACILITIES AND SERVICES

	2023 £	2022 £
Donated stock	59,961	44,625
Use of property	-	-
Other	-	-
<b>Total</b>	<b>59,961</b>	<b>44,625</b>

Please provide details of the accounting policy for the recognition and valuation of donated goods, facilities and services.

Goods are donated to Help in the Community from members of the public. The goods are donated to distribute to people facing food poverty. The Trussell Trust are the overseeing charity authority that sets the stock valuation level. For the year ended 31 March 2023 the stock has been valued at £2.37 / kg and for the year ended 31 March 2022 the stock was valued at £1.75 / kg, both in accordance with The Trussell Trust guidance (copy available upon request).

Please provide details of any unfulfilled conditions and other contingencies attaching to resources from donated goods and services not recognised in income.

None

Please give details of other forms of other donated goods and services not recognised in the accounts, eg contribution of unpaid volunteers.

The charity benefits from contributions of unpaid volunteers to perform tasks such as bookkeeping, accounts production, social media marketing, health and safety consulting, administration, stock movement, stock distribution and centre management. Since these services are provided at no cost to the charity, no financial liability has been entered into these financial statements to represent them. However, absence of these volunteered services would result in costs to the charity in the future.

NOTES TO THE FINANCIAL STATEMENTS

For the Year Ended 31 March 2023

6 ANALYSIS OF EXPENDITURE

	Unrestricted funds £	Restricted income funds £	Endowment funds £	Total funds £	Prior year funds £
<b>Expenditure on Charitable Activities</b>					
Incurred seeking donations	-	-	-	-	-
Advertising, marketing, direct mail and publicity	336	-	-	336	521
Property costs	8,175	33,584	-	41,759	50,386
Staff and volunteer costs	97,788	35,703	-	133,491	134,247
Office administration costs	6,275	-	-	6,275	11,917
Motor and travel expenses	2,827	1,167	-	3,994	4,572
Accounting and legal fees	14,543	-	-	14,543	2,857
Project costs	7,988	42,576	-	50,564	25,134
Charitable donations	-	-	-	-	1,000
Depreciation	15,902	-	-	15,902	15,341
Other trading activities	-	-	-	-	-
<b>Total</b>	<b>153,834</b>	<b>113,030</b>	<b>-</b>	<b>266,864</b>	<b>245,975</b>
 <b>TOTAL EXPENDITURE</b>	 <b>153,834</b>	 <b>113,030</b>	 <b>-</b>	 <b>266,864</b>	 <b>245,975</b>

Other Information :

Within the expenditure items above the following items are material: (please disclose the nature, amount and any prior year amounts)

None

NOTES TO THE FINANCIAL STATEMENTS

For the Year Ended 31 March 2023

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**7 DETAILS OF CERTAIN ITEMS OF EXPENDITURE**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Independent examiner's fees	<b>1,074</b>	1,008
Assurance services other than audit or independent examination	-	-
Tax advisory fees	-	-
Other fees (for example: financial advice, consultancy, accountancy services) paid to the independent examiner	-	-
<b>Total</b>	<b>1,074</b>	1,008

NOTES TO THE FINANCIAL STATEMENTS  
For the Year Ended 31 March 2023

8 PAID EMPLOYEES

8.1 STAFF COSTS

	2023 £	2022 £
Salaries and wages	124,306	129,919
Social security costs	3,221	2,170
Pension costs (defined contribution scheme)	542	905
Other employee benefits	5,422	1,253
<b>Total</b>	<b>133,491</b>	<b>134,247</b>

Please provide details of expenditure on staff working for the charity whose contracts are with and are paid by a related party

The charity currently employs 7 people. The charity has received grants to fund some staff salaries, and these have been allocated appropriately. The charity funds all other staff costs incurred.

Please give details of the number of employees whose total employee benefits (excluding employer pension costs) fell within each band of £10,000 from £60,000 upwards. If there are no such transactions, please enter 'true' in the box provided.

No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000

0

Band	Number of employees
£60,000 to £69,999	
£70,000 to £79,999	
£80,000 to £89,999	
£90,000 to £99,999	
£100,000 to £109,999	

Please provide the total amount paid to key management personnel (includes trustees and senior management) for their services to the charity

None of the trustees are included on the charity payroll, or are paid by any other method for their services to the charity.

**NOTES TO THE FINANCIAL STATEMENTS****For the Year Ended 31 March 2023**

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**8 PAID EMPLOYEES (Continued)****8.2 AVERAGE HEAD COUNT IN THE YEAR**

The parts of the charity in which the employees work

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Fundraising	-	-
Charitable activities	2	3
Administration	5	7
Governance	2	1
Other	-	-
<b>Total</b>	<b>9</b>	<b>11</b>

NOTES TO THE FINANCIAL STATEMENTS

For the Year Ended 31 March 2023

9 TANGIBLE FIXED ASSETS

9.1 COST OR VALUATION

	Freehold land & buildings £	Other land & buildings £	Plant, machinery and motor vehicles £	Fixtures, fittings and equipment £	Total £
At the beginning of the year	-	50,615	13,896	16,866	81,377
Additions	-	-	1,720	522	2,242
Revaluations	-	-	-	-	-
Disposals	-	-	-	-	-
Transfers	-	-	-	-	-
At end of the year	-	50,615	15,616	17,388	83,619

9.2 DEPRECIATION AND IMPAIRMENTS

Basis and rates of depreciation

Plant, machinery and motor vehicles	- 4 years straight line
Fixtures, fittings and equipment	- 4 years straight line
Land and buildings	- 6 years straight line

	Freehold land & buildings £	Other land & buildings £	Plant, machinery and motor vehicles £	Fixtures, fittings and equipment £	Total £
At beginning of the year	-	8,436	8,314	6,309	23,059
Disposals	-	-	-	-	-
Depreciation	-	8,436	3,313	4,153	15,902
Impairment	-	-	-	-	-
Transfers	-	-	-	-	-
At end of the year	-	16,872	11,627	10,462	38,961

9.3 NET BOOK VALUE

Net book value at the beginning of the year	-	42,179	5,582	10,557	58,318
Net book value at the end of the year	-	33,743	3,989	6,926	44,658

NOTES TO THE FINANCIAL STATEMENTS

For the Year Ended 31 March 2023

10 STOCKS

10.1 ANALYSIS OF STOCK AND WORK IN PROGRESS BETWEEN ACTIVITIES

Stock		Donated goods		Work in Progress
For distribution	For resale	For distribution	For resale	
£	£	£	£	£

Charitable Activities

Opening	-	-	44,625	-	44,625
Added in period	-	-	15,336	-	15,336
Expensed in period	-	-	-	-	-
Impaired	-	-	-	-	-
Closing	-	-	59,961	-	59,961

Other Trading Activities

Opening	-	-	-	-	-
Added in period	-	-	-	-	-
Expensed in period	-	-	-	-	-
Impaired	-	-	-	-	-
Closing	-	-	-	-	-

Other

Opening	-	-	-	-	-
Added in period	-	-	-	-	-
Expensed in period	-	-	-	-	-
Impaired	-	-	-	-	-
Closing	-	-	-	-	-

Total This Year	-	-	59,961	-	59,961
Total Previous Year	-	-	44,625	-	44,625

10.2 STOCKS PLEDGED AS LIABILITIES

Please specify the carrying amount of any stocks pledged as security for liabilities

None



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**HELP IN THE COMMUNITY T/A MEDWAY FOODBANK****NOTES TO THE FINANCIAL STATEMENTS****For the Year Ended 31 March 2023**

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**11 DEBTORS AND PREPAYMENTS**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Trade debtors	<b>254</b>	2,167
Prepayments and accrued income	<b>9,532</b>	8,870
Other debtors	<b>2,753</b>	-
<b>Total Debtors</b>	<b>12,539</b>	11,037

**12 CREDITORS : Amounts falling due within one year**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Accruals	<b>1,074</b>	1,008
Bank loans and overdrafts	-	-
Trade creditors	<b>14,164</b>	1,588
Payments received on account for contracts or performance-related grants	-	-
Accruals and deferred income	-	-
Taxation and social security	-	-
Other creditors	<b>1,509</b>	-
<b>Total Creditors Less Than 1 Year</b>	<b>16,747</b>	2,596

NOTES TO THE FINANCIAL STATEMENTS

For the Year Ended 31 March 2023

13 CASH AT BANK AND IN HAND

	2023 £	2022 £
Short term cash investments (less than 3 months maturity date)	-	-
Short term deposits	-	-
Cash at bank and on hand	224,860	126,397
Other	-	-
<b>Total</b>	<b>224,860</b>	<b>126,397</b>

14 FAIR VALUE OF ASSETS AND LIABILITIES

Please provide details of the charity's exposure to credit risk (the risk of incurring a loss due to a debtor not paying what is owed) , liquidity risk (the risk of not being able to meet short term financial demands) and market risk (the risk that the value of an investment will fall due to changes in the market) arising from financial instruments to which the charity is exposed at the end of the reporting period and explain how the charity manages those risks.

The charity has minimal debtor relationships, so the exposure risk is low.

Please give details of the amount of change in the fair value of basic financial instruments (debtors, creditors, investments (see section 11, FRS 102 SORP)) measured at fair value through the SoFA that is attributable to changes in credit risk.

Not applicable.

**HELP IN THE COMMUNITY T/A MEDWAY FOODBANK**

**NOTES TO THE FINANCIAL STATEMENTS  
For the Year Ended 31 March 2023**

**15 CHARITY FUNDS**

**15.1 DETAILS OF MATERIAL FUNDS HELD AND MOVEMENTS DURING THE CURRENT REPORTING PERIOD**

<b>Fund Names</b>	<b>Type PE, EE R or UR *</b>	<b>Purpose and restrictions</b>	<b>Fund balances brought forward £</b>	<b>Income £</b>	<b>Expenditure £</b>	<b>Transfers £</b>	<b>Gains and losses £</b>	<b>Fund balances carried forward £</b>
Medway Foodbank	UR	Financial donations	145,526	217,843	(148,095)	(5,213)	-	<b>210,061</b>
Medway Foodbank	R	Donations of food	44,625	15,336	-	-	-	<b>59,961</b>
Unit 26	R	To fund new warehouse rent	16,557	-	(22,807)	6,250	-	-
St Mary's Abbey	R	To fund food stock	758	5,050	-	-	-	<b>5,808</b>
Trussell Trust	R	To fund food stock	3,825	-	(3,825)	-	-	-
Trussell Trust	R	To fund additional staff	11,415	-	(11,415)	-	-	-
Trussell Trust	R	To fund volunteer coordinator	10,063	12,318	(12,013)	-	-	<b>10,368</b>
Trussell Trust	R	To fund volunteer gifts	4,237	1,412	(3,975)	(262)	-	<b>1,412</b>
New Life Church	R	To fund food stock	775	-	-	(775)	-	-
The Net	UR	To fund food stock	-	400	(400)	-	-	-
John Ryan	UR	To fund food stock	-	1,250	-	-	-	<b>1,250</b>
Kent Community Foundation	R	To fund warehouse and operations	-	4,000	-	-	-	<b>4,000</b>
Kent Community Foundation	R	To fund food stock	-	2,839	(2,839)	-	-	-
Medway Council	UR	To fund home starter kits	-	2,500	(2,500)	-	-	-
Medway Council	UR	To fund operations	-	4,000	-	-	-	<b>4,000</b>
North Kent Mind	R	To fund specific staff costs	-	16,617	(8,541)	-	-	<b>8,076</b>
The Julia and Hans Rausing Trust	R	To fund warehouse costs	-	17,440	(9,595)	-	-	<b>7,845</b>
The Julia and Hans Rausing Trust	R	To fund utility costs	-	1,250	(1,072)	-	-	<b>178</b>
Trussell Trust	R	To fund shared staff member	-	45,000	(33,750)	-	-	<b>11,250</b>
Trussell Trust	R	To fund additional winter costs	-	5,000	(3,938)	-	-	<b>1,062</b>
Wates Family Enterprise Trust	R	To fund food stock	-	1,600	(1,600)	-	-	-
West Kent Housing Association	R	To fund food stock	-	500	(500)	-	-	-
<b>Total Funds</b>			<b>237,781</b>	<b>354,355</b>	<b>(266,865)</b>	-	-	<b>325,271</b>

\* Key: PE - permanent endowment funds; EE - expendible endowment funds; R - restricted income funds, including special trusts, of the charity; and UR - unrestricted funds

NOTES TO THE FINANCIAL STATEMENTS

For the Year Ended 31 March 2023

16 TRANSACTIONS WITH TRUSTEES AND RELATED PARTIES

16.1 TRUSTEE REMUNERATION AND BENEFITS

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity (True or False)

TRUE

		Amounts paid or benefit value				
		This year				Last Year
Name of Trustee	Legal authority (eg order, governing document)	Remuneration	Pension contribution	Redundancy (including loss of office)/ex gratia	Other	Total
		£	£	£	£	£
						0
						0
						0
						0
		0	0	0	0	0

Please give details of why remuneration or other employment benefits were paid.

None.

Where an ex gratia payment has been made to a trustee, provide an explanation of the nature of the payment.

None.

NOTES TO THE FINANCIAL STATEMENTS

For the Year Ended 31 March 2023

16 TRANSACTIONS WITH TRUSTEES AND RELATED PARTIES

16.2 TRUSTEES' EXPENSES

No trustee expenses have been incurred (True or False)

TRUE

	2023 £	2022 £
Travel	-	-
Subsistence	-	-
Accommodation	-	-
Other (please specify):	-	-
<b>Total</b>	-	-

Please provide the number of trustees reimbursed for expenses or who had expenses paid by the charity

None.

NOTES TO THE FINANCIAL STATEMENTS

For the Year Ended 31 March 2023

16 TRANSACTIONS WITH TRUSTEES AND RELATED PARTIES (Continued)

16.3 TRANSACTIONS WITH RELATED PARTIES

There have been no related party transactions in the reporting period (True or False)

TRUE

Name of the trustee or related party	Relationship to charity	Description of the transaction(s)	Amount £	Balance at period end £	Provision for bad debts at period end £	Amounts written off during reporting period £
			0	0	0	0

In relation to the transactions above, please provide the terms and conditions, including any security and the nature of any payment (consideration) to be provided in settlement.

None.

For any related party, please provide details of any guarantees given or received.

None.

NOTES TO THE FINANCIAL STATEMENTS

For the Year Ended 31 March 2023

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**17 ADDITIONAL DISCLOSURES**

The following are significant matters which are not covered in other notes and need to be included to provide a proper understanding of the accounts. If there is insufficient room here, please add a separate sheet.

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