

EAST YORKSHIRE FOODBANK

**ANNUAL REPORT AND STATEMENT OF ACCOUNTS
FOR THE YEAR ENDED
31 MARCH 2021**

CHARITY REGISTRATION NUMBER 1167071

EAST YORKSHIRE FOODBANK

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EAST YORKSHIRE FOODBANK
LEGAL AND ADMINISTRATIVE INFORMATION

CHARITY NUMBER 1167071

START OF FINANCIAL YEAR 1st April 2020

END OF FINANCIAL YEAR 31st March 2021

TRUSTEES Kate Leaf (Chair)
Dave Tunstall
Clare Atkinson
Jo Ramsay
David Bird
Alison Heyes
Tony Frost

Trustees are appointed following the provisions laid out in the Charity's governing instrument.

GOVERNING INSTRUMENT East Yorkshire Foodbank is a Charitable Incorporated Organisation with a Constitution dated 13 May 2016.

CORRESPONDENCE ADDRESS Unit C Waltham House
Riverview Road
Beverley
HU17 8DY

BANKERS Yorkshire Bank
39 Saturday Market Place
Beverley
East Yorkshire
HU17 9AQ

INDEPENDENT EXAMINER Stephen Baker ACA MAAT
Westlands Chartered Accountants
McMillan House
6 Wolfreton Drive
Anlaby
HU10 7BY

Trustees Annual Report for the Year ending 31st March 2021



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Riverview Road
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The last 12 months have been difficult for many of us, with a pandemic changing our lives, with the loss of loved ones, jobs and everything we were so used to.

The East Yorkshire Food Bank has adapted and evolved to ensure we can continue to support those in our community who are facing food poverty. At the start of the pandemic many of our volunteers had to step down and shielding came into force, the churches closed and the Hub wasn't fit for purpose with social distancing. The small team we had moved the full operation into the warehouse space we were subletting. Thank you to Paul and Contrac for being so accommodating with the use of extra space and support from the team. With the help of Community Payback we were able to run a delivery system for all of our food parcels, working 2 delivery shifts a day over 5 days.

On average people requiring our services has increased by over 200% on last year. We fed 5300 adults, 3884 children giving out over 3681 vouchers in East Yorkshire during the period 01/04/2020 - 31/03/2021.

With this huge increase in demand our stock of food was quickly running low as were donations. With the impact of lockdown and panic buying, this led us to having to purchase food for the first time. Due to the support of our local community, businesses and local authority agencies we were able to raise the much-needed funds through donations and grants. The Trussell Trust also supported us with regular pallets of food donated from Tesco and delivered by staff from British Gas.

We employed our first project manager on a temporary basis to assist with setting up the delivery model. We are very grateful to Steve Whalley for his time with us and bringing along his family who continue to work with us. This role became a permanent 25hrs p/w role in July 2020 and we employed Mandy Thomlinson who has been a great asset to the Foodbank.

In August 2020 we also purchased a transit van to assist with supporting those in need in rural communities with food deliveries as well as food collections and with the easing of lockdown we have seen increases in donations as well as places collecting on our behalf.

Early 2021 Contrac ended their lease at Venridge House which meant we needed to relocate and find a facility that would suit our needs. With thanks to Garness Jones, MH Industrial and Neill and Brown Logistics, we moved into Waltham House in Beverley. This was a big commitment financially, but with the needs of the foodbank continuing to be high coupled with our expansion into more areas of the East Riding, it was a commitment that needed to be taken.

We would like to take this opportunity to acknowledge the great partnerships we have with local advisory and government agencies to ensure we are able to reach those who need our services. It is essential these partnerships continue to enable those in need to be able to find stability and solutions to the issues they face.

We have seen Trustees leave us over the last 12 months and welcomed new ones. Thank you to those for their support and guidance during this time.

Thank you to all the volunteers who work week in week out to support the foodbank. Also thank you to Mandy Thomlinson and Richard Newby for their continued dedication and hard work for the Foodbank.

We look forward to being able to continue to make a difference to adults and children in food poverty during the coming year. This is only possible with the continued support of individuals, businesses and Government agencies in East Yorkshire.

Thank you to all the volunteers who have shown great commitment to helping others in these turbulent times. You keep us running smoothly and we are very grateful.

Kate Leaf (Chair), Joanne Ramsay Trustee, Dave Tunstall Trustee (Treasurer), David Bird Trustee, Alison Heyes Trustee (Secretary) and Tony Frost Trustee

A handwritten signature in black ink, appearing to read "Kate Leaf", written over a horizontal line.

Signed: Kate Leaf (Chair)

Date:

14th September 2021

INDEPENDENT EXAMINERS REPORT ON THE ACCOUNTS

Report to the trustees/members of East Yorkshire Foodbank on the accounts for the year ended 31st March 2021 set out on pages 4 to 7

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The charity's trustees consider that an audit is not required for this year (under section 43(2) of the 1993 (the Act) as amended by s. 28 of the Charities Act 2006) and that an independent examination is needed.

It is my responsibility to:

- . examine the accounts (under section 43 of the Act, as amended).
- . to follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the Act, as amended), and
- . to state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S STATEMENT

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the organisation 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 the 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 EXAMINER'S STATEMENT

In the course of my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that, in any material respect, the trustees have not met the requirements to ensure that:
 - . proper accounting records are kept (in accordance with section 41 of the Act); and
 - . accounts are prepared which agree with the accounting records and comply with accounting requirements of the Act; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Signed: Stephen Baker ACA MAAT
Westlands Chartered Accountants
McMillan House
6 Wolfreton Drive
Anlaby
HU10 7BY

Date: 14th September 2021

EAST YORKSHIRE FOODBANK
Receipts & Payments for the year ended 31 March 2021

Receipts	Notes			2021	2020
		<u>General</u>	<u>Restricted</u>	<u>Total</u>	<u>Total</u>
Grant		12,491	45,701	58,192	18,625
Tesco top up		2,308	-	2,308	8,169
Donations		17,896	-	17,896	10,964
Charity checkout		46,508	-	46,508	-
Donations under gift aid		28,847	-	28,847	5,367
HMRC Charities		9,328	-	9,328	4,017
Fundraising including Club 200		6,147	-	6,147	6,268
		<u>123,525</u>	<u>45,701</u>	<u>169,226</u>	<u>53,410</u>
Payments					
Charitable expenses	2a	360	34,263	34,623	19,186
Premises expenses	2b	8,603	636	9,239	7,534
Fundraising	2c	360	-	360	474
Administration expenses	2d	27,920	-	27,920	9,707
Governance costs - accountancy		502	-	502	-
		<u>37,745</u>	<u>34,899</u>	<u>72,644</u>	<u>36,901</u>
Surplus for the year		85,780	10,802	96,582	21,809
Funds brought forward		28,364	9,374	37,738	15,929
Funds carried forward		<u>114,144</u>	<u>20,176</u>	<u>134,320</u>	<u>37,738</u>

EAST YORKSHIRE FOODBANK
Statement of Assets and Liabilities at 31 March 2021

	<u>2021</u>	<u>2020</u>
Fixed Assets		
Motor Vehicles	12,588	-
Current assets		
VAT debtor	2,260	
Cash at bank	119,872	37,703
Cash in hand	-	35
	<u>122,132</u>	<u>37,738</u>
Current liabilities		
Accountancy accruals	400	-
	<u>134,320</u>	<u>37,738</u>
Represented by		
Unrestricted funds	114,144	28,364
Restricted funds	20,176	9,374
	<u>134,320</u>	<u>37,738</u>

Accepted on behalf of the Trustees:

Signed Kate Leaf Kate Leaf (Chair)
Date: 14.09.2021

EAST YORKSHIRE FOODBANK
Notes to the accounts for the year ended 31 March 2021

1 BASIS OF ACCOUNTING

The accounts have been prepared under the "Receipts and Payments" basis as prescribed by the Charity Commissioners, and they meet the appropriate legal requirements

	<u>General</u>	<u>Restricted</u>	<u>2021</u> <u>Total</u>	<u>2020</u> <u>Total</u>
	£	£	£	£
2a Charitable expenditure				
Food costs and related	-	22,228	22,228	-
Trussel Trust	360	-	360	360
Storage	-	8,780	8,780	16,369
Van insurance, MOT & repairs	-	3,255	3,255	1,288
Travel	-	-	-	1,169
	<u>360</u>	<u>34,263</u>	<u>34,623</u>	<u>19,186</u>
 2b Premises expenses				
Rent and rates	8,097	-	8,097	6,197
Repairs Mill Lane	181	451	632	311
Utilities	325	185	510	1,026
	<u>8,603</u>	<u>636</u>	<u>9,239</u>	<u>7,534</u>
 2c Fundraising expenses				
Fundraising expenses	-	-	-	14
Subscription Gocardless	360	-	360	360
Hall hire	-	-	-	100
	<u>360</u>	<u>-</u>	<u>360</u>	<u>474</u>
 2d Administration expenses				
Wages	20,594	-	20,594	6,831
Health & safety	600	-	600	1,320
Telephone & internet	393	-	393	351
Marketing promotion	576	-	576	-
Stationery	300	-	300	183
Sundry	144	-	144	183
ICO registration fee	35	-	35	35
Insurance	1,754	-	1,754	331
Depreciation	3,147	-	3,147	-
Fixtures, fittings and equipment	377	-	377	473
	<u>27,920</u>	<u>-</u>	<u>27,920</u>	<u>9,707</u>

EAST YORKSHIRE FOODBANK
Notes to the accounts for the year ended 31 March 2021 (continued)

3 Fixed asset note

Motor vehicle additions	15,735
Motor depreciation charge for the year	3,147
Net book value at 31 March 2021	12,588

4 Restricted Funds

	Opening Balance 2020 £	Receipts £	Payments £	Closing Balance 2020 £
East Riding of Yorkshire Council	-	10,000	10,000	-
Pig and Whistle	-	2,000	2,000	-
Groundwork UK	543	-	543	-
Reckitt Benckiser	-	2,275	-	2,275
Two Ridings	-	10,000	9,140	860
ERVAS	-	18,000	959	17,041
Beverley Town Council	4,831	-	4,831	-
Trussel Trust	4,000	-	4,000	-
City Health Care Partnership	-	2,475	2,475	-
High Fiver	-	500	500	-
TT	-	451	451	-
	9,374	45,701	34,899	20,176

Purpose of restricted funds

East Riding of Yorkshire Council: £10,000 is for food costs
Pig and Whistle: £2,000 is for food costs
Groundwork UK: £3,000 is to cover van and travel costs (£543 was brought forward)
Reckitt Benckiser: £2,275 is for toiletries.
Two Ridings: £10,000 is for rent and storage
Beverley Town Council: £5,000 is for extra costs incurred due to Covid-19 virus (£4,831 was brought forward)
Trussel Trust: £4,000 is for extra costs incurred because of Covid-19 virus
ERVAS: £18,500 is for food costs
City Health Care partnership: £2,475 is for travel costs and storage
High Fiver: £500 is for travel costs and storage
TT: £451 for technology equipment

4 Trustees and other related parties

No payments were made to trustees or any persons connected with them during this financial period.
No material transaction took place between the organisation and a trustee or any person connected with them. (2020: none)

5 Risk assessment

The Trustees actively review the major risks which the charity faces on a regular basis and believe that they have sufficient reserves to enable the charity to continue in the event of adverse conditions.

The Trustees have also examined other operational and business risks which they face and confirm that they have established systems to mitigate the significant risks.

6 Reserves Policy

The Trustees have considered the level of reserves they wish to retain, appropriate to the charity's needs. This is based on the charity's size and the level of financial commitments held. The Trustees aim to ensure the charity will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. The trustees will endeavour not to set aside funds unnecessarily.