

# **Earlsfield Foodbank**

**Registered Charity No.  
1167812**

## **Report and Financial Statements**

**Year ended 31 March 2022**



## **EARLSFIELD FOODBANK**

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## **EARLSFIELD FOODBANK**

### **INFORMATION**

#### **Trustees:**

Rev. Isaac Achene (Chair)

Meg Fry

Robin Gisby

Sue Knowles

Michael Walton

Charlotte White

**Address** 39 Frewin Road,  
London SW18 3LR

**Charity number** 1167812

## **EARLSFIELD FOODBANK**

### **TRUSTEES' ANNUAL REPORT**

#### **Structure, governance and management**

##### **Governing Document**

Earlsfield Foodbank is a Charitable Incorporated Organisation (CIO). The trustees adopted the constitution on 17<sup>th</sup> March 2016 based on the 'CIO Foundation Constitution' published by the Charities Commission. Earlsfield Foodbank was established for charitable purposes for the public benefit and entered the Register of Charities on 23<sup>rd</sup> June 2016 with the Registered Charity Number 1167812.

##### **Trustee Selection and Management**

Earlsfield Foodbank CIO is managed by a Board of Trustees selected for their range of skills and strong endorsement of the organisation's objectives

The Earlsfield Foodbank was founded in October 2013 by the late Rev. Colin Roberts, the parish priest of St John the Divine, in Garratt Lane, as a project supported by Churches Together in Earlsfield.

Apart from the first charity trustees (including Rev Isaac Achene) every trustee is appointed for a renewable term of three years. New trustees are appointed by existing trustees considering the skills needed to ensure effective management of the foodbank.

On first appointment, new charity trustees are given a copy of the charity's constitution and the latest Trustees' Annual Report and Statement of Accounts. Trustees are also encouraged to familiarise themselves with the Charities Commission's publications outlining the responsibilities involved in becoming a charity trustee.

The management of the charity is delegated to the Foodbank Manager and the Foodbank Management Team. The Manager and members the Management Team attend foodbank sessions implementing the guidelines laid down by the trustees in consultation with volunteers. Trustee and volunteer meetings are held regularly to consider management guidelines, progress since the last meeting and priorities for the next few months.

Trustees review the risks associated with the operation of the foodbank and how these can be mitigated on a regular basis. The Trustees have adopted a broad range of policies that are intended to manage and minimise risks. Trustees and volunteers attend training that seeks to enable them to deal with some of the problems faced by clients of the foodbank in particular through signposting clients to services run by third parties.

##### **Charitable objects**

The charity's objects are the prevention and relief of poverty in Earlsfield and the surrounding areas in particular but not exclusively by providing food supplies to individuals in need and/or charities, or other organisations working to prevent or relieve poverty

##### **Public Benefit Statement**

The Trustees confirm that they have had due regard to the guidance on public benefit published by the Charities Commission in exercising their powers and duties.



## **Objectives and Activities**

The Earlsfield Foodbank has identified strategic objectives to achieve its purpose:

- To provide food, basic supplies, emotional and practical support for people and families who find themselves in crisis.
- To provide the help and support individuals need to address problems beyond food poverty through onsite professional advice or referral to appropriate agencies engaged through the local network.
- To help raise awareness of the nature, impact and prevalence of food poverty and its underlying causes.
- To build the Earlsfield Foodbank as a sustainable, well-run charity that will continue to meet local needs, in the hope that in due course the services of foodbanks will become redundant as the campaign to eliminate food poverty succeeds.
- Inspired by Christian social principles, the ethos of the Foodbank focuses on welcoming everyone involved as persons deserving respect and generosity regardless of ethnicity, gender, sexuality, class, race, religion or nationality.

## **Appointment of Foodbank Manager**

Since 2019, the trustees have been considering the appointment of a paid Foodbank Manager. As the management of the foodbank has become more demanding the Trustees decided to increase the resilience of the charity by recruiting someone to fulfil this role. Charlotte White, a Trustee and the existing volunteer Foodbank Manager, applied for the job. Charlotte was appointed after the job was advertised and a full interview process conducted. As Charlotte remains a Trustee, the appointment procedure had to be approved by the Charity Commission. The Trustees complied with all the Commission's requirements and Charlotte was employed as Foodbank Manager on a two-year contract from 1<sup>st</sup> January 2022.

## **Charitable Activities**

During the period of this report the Foodbank operated at St Andrew's Church in Garratt Lane on Thursday mornings between 9.30am and 12.00 pm.

The Foodbank has distributed 3,744 food parcels and other supplies during the year, serving 376 households and 922 individuals. In addition, 8,000 hot meals were distributed with a value of £2 per meal, providing an in-kind value of £16,000 for our guests. Since February 2022 guests, when the Covid rules were relaxed, guests have been able to enter St Andrew's and have been offered a full breakfast on arrival. Some of these meals have been provided by Home Café free but more recently the foodbank has paid for these meals. No account has been taken in the attached accounts of hot meals provided by Home Café free during COVID lockdown or since.

The Foodbank is determined to help guests to improve their lives and to address the various issues they face such as debt, employment, physical, social and mental health problems. The Foodbank funds the attendance of an adviser from Wandsworth Citizens Advice. This funding is provided generously through a grant from the National Lottery Community Fund. The Family Action Wellbeing Service (funded by Wandsworth Borough Council) is an early intervention mental health service, providing emotional and practical support to guests and their families



struggling with poverty.. An adviser from St Mungo's attends the foodbank offering support and advice for those in crisis through lack of housing or addiction. The Foodbank is now also part of a local network of agencies (Refernet) providing a wide range of support.

Since the year end, the Trustees have decided to cease using Bankuet as a fundraising platform and a supplier of food. They are grateful for Bankuet's services over the last two years.

### **Contribution made by volunteers and local businesses, religious institutions, clubs, charities and schools**

The Trustees recognise the essential and generous contribution made by volunteers. Currently, the Foodbank has only one paid employee, the Foodbank Manager, so the value of the immense contribution of volunteers is not shown in the accounts. Volunteers, led by Charlotte White, plan and manage the operation of the foodbank. This involves fundraising and the acquisition of food and other supplies, the planning and management of the foodbank operation at St Andrew's each Thursday. Deliveries to guests and their families were organized during the period of COVID restrictions but have now ceased. The Trustees believe that it is important that guests attend the Foodbank and get the assistance that will help them become more independent where possible.

The Earlsfield Together network has succeeded in generating significant donations of money and provisions during the year. Volunteers include those representing the engagement of local churches, the Earlsfield Baptist Church, St Gregory's Catholic Church, St John the Divine, the host church St Andrew's, Christ Revelation Faith Ministries and the Ahmadiyya Muslim Community.

The Foodbank is very grateful for the support of local businesses, in particular Just Boilers, Well Kneaded, and local schools, in particular Earlsfield Primary School, St Cecilia's, Wandsworth Prep. Significant donations have been received from the work of the Bounce Theatre. Local organisations have raised substantial donations through promoting events including particularly the Wandsworth WI, Magdalen Road Tennis Club and Battersea Ironsides rugby club.

The Foodbank's partnership with the Home Café (which operates in St Andrew's) has been invaluable. The café closes on Thursdays to allow the foodbank to operate and has generously provided food for those guests attending the foodbank including the breakfasts that are currently offered to all guests. During the period of COVID restrictions the Home Café has packed and supplied ready-made meals for those receiving foodbank deliveries.

Above all the Trustees recognize the very generous support of the Parish Council of St Andrew's that has welcomed and supported the foodbank by providing space for the foodbank to operate and store its stock in a portacabin alongside the church.

Without the generosity of volunteers there would be no foodbank. Currently a bank of 60 volunteers is regularly engaged in registering and advising guests, sorting

food and supplies, preparing food packages, planning food purchases, and in welcoming guests on Thursday mornings.

### **Achievements and Performance**

During the year the foodbank has retained its agility. It has had to cope with varying regimes dictated by the state of the COVID pandemic as well as the gradual return to normality. The appointment of Charlotte White as Foodbank Manager has allowed her to dedicate more time to the management of the foodbank. Her energy and leadership have been crucial in everything that has happened since March 2020. She is supported by many brilliant volunteers who have taken on management responsibilities.

The foodbank proved resilient during times when keeping all volunteers and guests safe required considerable effort and generosity from all our volunteers and partners. This strength has been maintained as restrictions eased.

The number of people who are now forced to attend foodbanks are steadily increasing. Fundraising to allow the Earlsfield Foodbank is led by the Foodbank Manager and has successfully maintained income so that the foodbank's capacity to meet the needs of guests is sustained. The relationship with Bankuet has ceased and the foodbank now manages all purchases of food and supplies itself.

The foodbank has maintained its close relationship with Wandsworth Citizens Advice Bureaux, St Mungo's and then Family Action Wellbeing Service. The ability to establish the needs of guests and to refer them to local agencies that can help them is central to the purpose of the charity. The relationship with Refernet gives access to a wide range of local support agencies depending on their individual needs.

The foodbank continues to gain support from local businesses, local schools and several local networks to support the foodbank. But for the generosity of our local donors and our energetic volunteers, the foodbank would be unable to meet the increasing demand for its charitable activities. The Trustees are extremely grateful for such generous support in difficult times.

### **Financial Review**

The financial statements are attached.

### **Reserves**

The Trustees have concluded that Earlsfield Foodbank should seek to build up unrestricted reserves that equate to a quarter of projected unrestricted expenditure for the following year. Reserves at 31<sup>st</sup> March 2022 represent 34% of payments for the year ended 31<sup>st</sup> March 2022 (2021 62%).

Signed on behalf of the Trustees:

Rev. Isaac Achene

Date: 23/12/22





**Earlsfield Foodbank**  
**Independent Examiner's Report to the Trustees**  
**For the year ended 31<sup>st</sup> March 2022**

I report on the accounts of the Earlsfield Foodbank ('the charity') for the year ended 31<sup>st</sup> March 2022.

**Respective responsibilities of trustees and examiner**

The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general directions given by the Charities Commission under section 145(5)b of the 2011 Act; and
- to state whether particular matters have come to my attention.

**Basis of independent examiner's 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 charity and a comparison of the accounts presented with the accounting records. It also includes consideration of any unusual items and 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 statement below.

**Independent examiner's statement**

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

1. which gives me reasonable cause to believe that in any material respect the requirements;
  - to keep accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 132 Of the 2011 Act and with the methods and principles of the Statement of Recommended Accounting Practice: Accounting and Reporting of Charities

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable proper understanding of the accounts to be reached.



Declan Keane  
9 John Archer Way,  
London SW18 2TQ

Date: 08/01/23



# EARLSFIELD FOODBANK


## Receipts and Payments Accounts for the year ended 31<sup>st</sup> March 2022

	Notes	Unrestricted funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
<b>Receipts</b>					
Voluntary Income	1				
Grants and Donations		56,184	10,250	66,434	68,635
<b>Total receipts</b>		<u>56,184</u>	<u>10,250</u>	<u>66,434</u>	<u>68,635</u>
<b>Payments</b>	2				
Charitable activities		61,172	10,250	71,422	54,387
<b>Total resources expended</b>		<u>61,172</u>	<u>10,250</u>	<u>71,422</u>	<u>54,387</u>
<b>Net Movement in Funds and net receipts for the year</b>		(4,988)	-	(4,988)	14,248
<b>Fund balances at 1<sup>st</sup> April 2021</b>		25,857	-	25,857	11,609
<b>Fund balances at 31<sup>st</sup> March 2022</b>		<u>20,869</u>	<u>-</u>	<u>20,869</u>	<u>25,857</u>

## Statement of Assets and Liabilities as at 31<sup>st</sup> March 2022

	Notes	2022 £	2022 £	2021 £
<b>Current assets</b>				
Cash at bank and short-term deposits		<u>23,093</u>		<u>36,107</u>
<b>Net current assets</b>			23,093	36,107
<b>Net current liabilities</b>	6			
Deferred grant			-	(10,250)
Creditors			(2,224)	-
<b>Total net assets</b>			<u>20,869</u>	<u>25,857</u>
<b>Represented by:</b>				
<b>Funds and reserves</b>	7			
Restricted fund			-	-
Unrestricted fund - General fund			<u>20,869</u>	<u>25,857</u>
			<u>20,869</u>	<u>25,857</u>

The financial statements were approved and authorised for issue by the Board on 16/12/2022 and signed on its behalf by:

  
 ..... Rev. Isaac Achene (Chair)

## **EARLSFIELD FOODBANK**

### **Notes to the accounts**

#### **1. Accounting policies**

##### **a) Basis of preparation**

The financial statements have been prepared 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 to the UK and Republic of Ireland (FRS102) (Charities SORP FRS 102) the Financial Reporting Standard applicable to the UK and the Republic of Ireland (FRS 102),

Assets and liabilities are initially recognized at historical cost or transaction value unless otherwise stated in the relevant accounting policy or note.

##### **b) Public Benefit entity**

The CIO meets the definition of a public benefit entity under FRS 102

##### **c) Going Concern**

The Trustees consider that there are no material uncertainties about the CIO's ability to continue as a going concern. The accounts have been prepared on a going concern basis.

##### **d) Income**

Income is recognized when the charity has entitlement to the funds, any performance conditions attached to the income have been met, it is probable that the income will be received and that the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognized when the charity has entitlement to the funds, any performance conditions attached to the grant have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Donated food and other supplies are valued at a deemed 'fair value' when and where possible. Such 'deemed value' has been based either on the weight of food and supplies or the value place on them by the provider.

Current policy is to place no monetary value on the generously donated hospitality of St Andrew's Church and time volunteers spend working for the charity.

##### **e) Fund accounting**

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund.

Unrestricted funds are donations and other incoming resources received and generated for charitable purposes.



## **f) Expenditure and liabilities**

Liabilities are recognized once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Expenditure on charitable activities includes the cost of food and goods, any distribution costs and other activities undertaken to further the purposes of the charity and their support costs.

## **g) Deferred Income**

Any income that is made to cover expenditure over a defined period will be allocated pro rata to the year under review and to any future period of time. The amount allocated to the year under review is accounted for in receipts. Amounts allocated to subsequent years are shown as deferred grants.

### **1. Receipts**

<b>Voluntary income</b>	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total 2022 £</b>	<b>Total 2021 £</b>
Donations – money	25,115	-	25,115	20,113
Grants – (Restricted)	-	-	-	13,000
Donations – weighed food and supplies	12,906	-	12,906	-
Donations-via Bankuet	18,163	-	18,163	35,522
	<b>56,184</b>	<b>-</b>	<b>56,184</b>	<b>68,635</b>

Food donated during the year ended 31<sup>st</sup> March 2022 has been valued at £1.75 per kilo. All food donated was assumed to have been distributed during the year. During the year ended 31<sup>st</sup> March 2021 food donated directly to the foodbank was not weighed due to pressures on time and resources.

The value of donations of food received via Bankuet recognised in the accounts for the year ended 31<sup>st</sup> March 2022 is valued at the value that Bankuet attributes to each delivery, when drawing on monetary donations made to the foodbank's account with Bankuet.

Monetary donations include gift aid when received.

The Restricted Income relates to grants received from the National Lottery Community Fund intended to fund the cost of advisers from the Wandsworth Citizens Advice Bureaux attending foodbank session to support guests who are facing problems. During the year under review no grants were received although a further grant of £10,000 has been received since the year end to part-fund the costs from 1<sup>st</sup> June 2022.



## 2. Payments

	Unrestricted 2022	Restricted 2022	Total 2022	Total 2021
	£	£	£	£
<b>Cost of generating funds</b>	-	-	-	-
<b>Charitable activities</b>				
<b>Direct costs</b>				
Salaries and associated costs	3,044	-	3,044	-
Foodbank security guard	3,450	-	3,450	-
Value of food distributed	49,562	-	49,562	40,263
Wandsworth Citizens Advice	1,666	10,250	11,916	13,000
Sundry Consumables	274	-	274	-
Foodbank storage equipment	339	-	339	-
PPE and Covid related costs	179	-	179	262
Waste Recycling	703	-	703	-
Safeguarding costs	246	-	246	-
<b>Indirect costs</b>				
Payroll Service	152	-	152	-
Phone Costs	90	-	90	90
Stationery and Printing	86	-	86	358
Computer Security	123	-	123	123
Insurance	302	-	302	241
Bank costs	72	-	72	-
Credit Card costs (Bankuet)	414	-	414	-
Subscriptions	247	-	247	50
Website Design	223	-	223	-
<b>Total charitable activities</b>	<b>61,172</b>	<b>10,250</b>	<b>71,422</b>	<b>54,387</b>
<b>Total resources expended</b>	<b>61,172</b>	<b>10,250</b>	<b>71,422</b>	<b>54,387</b>

Food distributed during the year ended 31<sup>st</sup> March 2022 comprised the value placed on deliveries from Bankuet of £17,749, the cost of food purchased directly by the foodbank amounting to £18,907 and the value placed on food donations in kind of £12,906 (valued at £1.75 per kilo).

Restricted Expenditure related that part of the cost of the Wandsworth Citizens Advice contract for the year funded by the National Lottery Community Fund. The balance of the cost is funded by Unrestricted income.

No Trustees received any remuneration in respect of their services as Trustees during the period (2020: none). No travelling expenses were reimbursed to Trustees during the period. One Trustee received remuneration after being appointed as Foodbank Manager. This appointment was sanctioned by the Charities Commission the recruitment process and remuneration package having met their requirements.

### 3. Analysis of the cost of key management

	<u>31<sup>st</sup> March 2022</u>	<u>31<sup>st</sup> March 2021</u>
	£	£
Salary	3,000	-
National Insurance Costs	-	-
Pension costs	<u>43</u>	<u>-</u>
	<u>3,043</u>	<u>-</u>

No employee received remuneration above £60,000. The key management of the foodbank comprises the Foodbank Manager and the Trustees. The foodbank has one employee who is contracted to work for 16 hours per week (about 0.5 FTE) (2021 Nil)

### 4. Transactions with Trustees

With exception of the Foodbank Manager none of the Trustees have been paid any remuneration or received any benefit from the charity.

#### **Trustees' expenses**

No Trustee expenses have been incurred in the year under review.

#### **Transactions with related parties**

There were no related party transactions during the year under review.

### 5. Defined Contribution pension scheme

The charity operates a defined contributions pension scheme. The assets are held separately from those of the charity in an independently administered fund.

The employer's pension costs represent contributions payable by the charity to the fund and amount to £67. (2021 Nil) There was a contribution of £34 outstanding at the 31<sup>st</sup> March 2022 that has been accrued. (2021 Nil)

### 6. Current Liabilities

	<u>31<sup>st</sup> March 2022</u>	<u>31<sup>st</sup> March 2021</u>
	£	£
<b>Deferred Income</b>		
Balance brought forward	10,250	-
Amount released to charitable activities	(10,250)	-
Amount deferred in the year	<u>-</u>	<u>10,250</u>
Balance carried forward	<u>-</u>	<u>10,250</u>
<b>Creditors</b>		
HMRC and Pension	58	-
Wandsworth Citizens Advice	<u>2,166</u>	<u>-</u>
	<u>2,224</u>	<u>-</u>

## **7. Funds**

	At 1 <sup>st</sup> April 2021 £	Receipts £	Payments £	At 31 March 2022 £
<b>Total Unrestricted funds</b>	25,857	56,184	61,172	20,869
<b>Total Restricted funds</b>	-	10,250	10,250	-
<b>Total funds</b>	25,857	66,434	71,422	20,869

## **8. Guarantees**

There have been no guarantees given by the charity at 31<sup>st</sup> March 2022.

## **9. Debt**

There is no debt outstanding which is owed by the charity and which is secured by an excess charge on any of the assets of the charity at 31<sup>st</sup> March 2022.

## **10. Governing Document**

The organisation is a Charitable Incorporated Organisation - registered on 23<sup>rd</sup> June 2016 as a body corporate under part 11 of the Charities Act 2011.