

HOUNSLOW COMMUNITY FOODBBOX

England & Wales · Charity number 1170666

Details

Status Registered

Legal form CIO

Registered 2016-12-09

Register [View on the Charity Commission register](#)

Contact

Address Hounslow Community FoodBox
Brickfield Lane
Brentford
TW8 8JN

Phone 07808838212

Email info@hounslowfoodbox.org.uk

Website <http://www.hounslowfoodbox.org.uk/>

Activities

Objects: THE RELIEF OF FINANCIAL HARDSHIP AMONGST PEOPLE IN THE LONDON BOROUGH OF HOUNSLOW AND THE SURROUNDING AREA OR IN OTHER PARTS OF THE UNITED KINGDOM IN SUCH WAYS AS THE TRUSTEES FROM TIME-TO-TIME THINK FIT, IN PARTICULAR, BUT NOT EXCLUSIVELY BY:A) PROVIDING EMERGENCY FOOD, ESSENTIAL TOILETRIES, AND HOUSEHOLD ITEMS TO INDIVIDUALS AND FAMILIES IN NEED AND/OR FOR DISTRIBUTION BY CHARITIES OR OTHER ORGANISATIONS WORKING TO PREVENT OR RELIEVE POVERTY.B) SUCH OTHER MEANS, INCLUDING (BUT NOT LIMITED TO) THE PROVISION OF SUPPORT OR SIGNPOSTING TO RELEVANT INFORMATION AND OTHER ADVISORY SERVICES.

Activities: We provide food and staple household goods to those in the community of the London Borough of Hounslow who are in need and referred to us by approved referral agencies.

Classification

- **How:** Provides Services
- **What:** The Prevention Or Relief Of Poverty
- **Who:** The General Public/mankind

Geography

- Hounslow

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£87,137	£126,806	-	-
2024-03-31	£151,456	£156,692	-	-
2023-03-31	£161,035	£143,155	-	-
2022-03-31	£70,168	£62,806	-	-
2021-03-31	£168,708	£47,135	-	-

Trustees

Name	Role	Appointed
Ashna Amarshi	Chair	2024-10-28
Christopher Muir		2025-10-23
Howard Dawson		2021-01-17
Jennifer Prain		2025-10-23
Marcela Benedetti		2025-10-23
Sara Holly Downs Nessling		2025-10-23
Unsa Chaudri		2024-06-11

HOUNSLOW COMMUNITY FOODBIX

England & Wales - Charity number 1170666

Accounts

HOUNSLOW COMMUNITY FOODBIX

A CHARITABLE INCORPORATED ORGANISATION

CHARITY REGISTRATION NO. 1170666

**ANNUAL REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2025**



HOUNSLOW COMMUNITY FOODBBOX

**A CHARITABLE INCORPORATED ORGANISATION
(CHARITY NO. 1170666)**

**ANNUAL REPORT
FOR THE YEAR ENDED 31 MARCH 2025**

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HOUNSLOW COMMUNITY FOODBOK

TRUSTEES' REPORT YEAR ENDED 31 MARCH 2025

Status	Hounslow Community Foodbox ("FoodBox") has charitable status and is a Charitable Incorporated Organisation ("CIO").
Charity registration number	1170666
Trustees	<p>The trustees who served during the year ended 31 March 2025 were:</p> <p>Ashna Amarshi (Since November 2023, appointed Chair October 2024). Unsa Chaudri (Since June 2024, Treasurer). Howard Dawson (Since January 2021, General Trustee). Dr Anne Gravett (Since January 2025, Fundraising). Judyta Kowalczyk-Trounson (Since February 2025, Operations). Corinna Smart (Resigned October 2024). Edwin Guy Lambert (Since January 2020, resigned October 2025). Claire Adams (Since November 2023, resigned January 2025). Michael Saunders (Since November 2023, resigned July 2024). Mark Sanders (Since December 2024, resigned June 2025).</p> <p>Trustees who joined after 31 March 2025: Holly Nessling (Since October 2025, Secretary). Chris Muir (Since October 2025, Vice Chair). Jennifer Prain (Since October 2025, Fundraising). Marcela Benedetti (Since October 2025, General Trustee).</p>
Governing document	As a Charitable Incorporated Organisation whose only voting members are its charity trustees, FoodBox adopted the "Foundation" model constitution when entered on the Register of Charities on 9 December 2016. The charity's constitution was last amended on 28 August 2019.

HOUNSLOW COMMUNITY FOODBIX

TRUSTEES' REPORT YEAR ENDED 31 MARCH 2025

Objects

FoodBox's constitution sets out its objects as the relief of financial hardship amongst people in the London Borough of Hounslow and the surrounding area or in other parts of the United Kingdom in such ways as the trustees from time-to-time think fit, in particular, but not exclusively by:

a) providing emergency food, essential toiletries, and household items to individuals and families in need and/or for distribution by charities or other organisations working to prevent or relieve poverty.

b) such other means, including (but not limited to) the provision of support or signposting to relevant information and other advisory services.

Principal offices

For correspondence:
Brickfield Community Centre
Brickfield Close
Brentford
TW88JN

For food parcel collections and donations:
Rose Community Centre
Hawthorn Road
Brentford
TW88NT

Website

hounslowfoodbox.org.uk



@HounslowFoodBox

Independent examiner

A and C Services
Flat 68 Ranton House
1b Commerce Road
Brentford
TW8 8FU

HOUNSLOW COMMUNITY FOODBIX

TRUSTEES' REPORT YEAR ENDED 31 MARCH 2025

The trustees of FoodBox present their report and the Receipts and Payments Account for the year ending 31 March 2025 and Statement of Assets and Liabilities as at 31 March 2025.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Hounslow Community FoodBox is a registered charity. It was constituted as a Charitable Incorporated Organisation on 9 December 2016 and is therefore governed by its Constitution which was last amended on 28 August 2019.

There should be a minimum of four trustees and a maximum of twelve. In selecting individuals for appointment, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the charity. Trustees are elected for a term of three years by a resolution passed at a properly convened meeting of the trustees. A retiring trustee is eligible for reappointment. A charity trustee who has served three consecutive terms may not be reappointed for a fourth consecutive term but may be reappointed after an interval of at least one year.

FoodBox shall have the following officers, who will be appointed by a decision of the trustees:

- Chair
- Vice Chair
- Secretary
- Treasurer

The trustees and officers who served during the year are listed on page 3, with three Trustees resigning during this period and two Trustees joining.

During the year there were around 70 active volunteers who provided the frontline services, this is approximately 10 less than in 2024.

All volunteers, the Independent Advisor and trustees provided their services on a voluntary basis and were only reimbursed for relevant expenses that have been incurred.

Two Operations Managers were appointed during the term, and both worked part-time. The service of the Operations Managers is provided to FoodBox by Adecco who employ them.

For beneficiaries to access emergency food and support, they obtain a referral voucher provided by a professional registered Referral Partner. FoodBox receives referrals from more than 512 professionals working with more than 159 active Referral Partner organisations.

HOUNSLOW COMMUNITY FOODBIX

TRUSTEES' REPORT YEAR ENDED 31 MARCH 2025

MAIN ACTIVITIES UNDERTAKEN FOR THE PUBLIC BENEFIT

FoodBox operates from the Brickfield Community Centre and Rose Community Centre in Brentford and provides emergency food parcels to residents in the London Borough of Hounslow. The Rose Community Centre is open 5 days a week Tuesday to Friday between 10am and 1pm and Saturday between 10am and 12pm.

FoodBox aims to give emergency food parcels to people in crisis who are referred by professional registered Referral Partners. These include Council officers in the Community Solutions team, housing and social services and officials at the Jobcentre Plus. Other partners include housing associations, Citizens Advice, health professionals, schools and other charities.

Beneficiaries receive emergency supplies of food and other necessities, such as toiletries, for themselves and family dependents. Emergency food includes non-perishable items supplemented with fresh and frozen food. Local businesses and individuals, community and religious organisations donate a substantial proportion of food needed with FoodBox buying food using donations and grants to ensure there is sufficient to satisfy the needs of beneficiaries. Vegetables grown in the FoodBox community garden are added to food parcels.

The trustees have regard to the guidance issued by the Charity Commission on public benefit and consider that the work of FoodBox fully meets the requirements.

HOUNSLOW COMMUNITY FOODBIX

TRUSTEES' REPORT YEAR ENDED 31 MARCH 2025

REVIEW OF THE YEAR

The principal achievement of FoodBox in the financial year was to provide emergency food parcels five days a week supporting 3,893 adults and 2,963 children (6,856 in total) (2024: 8,878, 2023: 9,200 2022: 8,400) in the London Borough of Hounslow. By way of comparison prior to the pandemic 2,000 adults and children were supported in the financial year to March 2020.

FoodBox volunteers continue to deliver food parcels to those who were unable to collect for health, mobility, and financial reasons. More than 76% of food parcels were delivered in the year to March 2025, an increase of 2% (2024).

The number of people requiring support has reduced this year, though it still remains at a high level. The decrease in numbers this year could be due to the increase in similar provision in the Borough and surrounding areas. Hounslow FoodBox continues to support many people who are suffering ill health.

Receiving a food parcel should only ever be a temporary substitute for shopping for yourself and your family. We are able to tailor food parcels to specific dietary needs and family sizes using a variety of standard packing lists. There is guidance when preparing food parcels for people with different requirements: halal, South Asian, vegetarian, vegan, gluten free, lactose intolerance, diabetes and those with no cooking facilities. We aim to supplement food parcels with fresh fruit and vegetables (including seasonal vegetables from our community garden at Brickfield), eggs, butter and bread. And fresh or frozen meats for families. The Hounslow Gurdwara continue to provides 100 one-person frozen vegetarian meals (every two weeks), Haji Baba donates halal meat weekly and Fine Crown Bakers and Cavan Bakery also donate weekly.

In 2024, we partnered with Cultivate London to run weekly gardening workshops for local primary schools at our allotment at Brickfield Community Centre. We also established a partnership with Chiswick Horticultural & Allotment Society.

The Mayor of Hounslow (2024-2025) Councillor Karen Smith chose Hounslow FoodBox as her charity for the year. Through this, many fundraising events were held and opportunities to raise awareness were created. In total over £10,000 was raised (this was donated after March 2025 so appears in the accounts for the following year).

In June we held a stall at the Brentford Canal Festival. This raised awareness of FoodBox as well as increasing donations.

In autumn 2024 we ran a Harvest Festival Appeal to support our families during this period.

Christmas Hampers for residents have been annual and welcome treat for many years, with over 550 adults and children receiving Christmas bags of wishes at Christmas 2024.

HOUNSLOW COMMUNITY FOODBOX

TRUSTEES' REPORT YEAR ENDED 31 MARCH 2025

Our key partners over the year have included: Brentford Voice, Brentford FC, Alexanders, QVC, Hilton Heathrow Airport Hotel, CHAS (Chiswick Horticultural & Allotment Society), GoodGym, Strawberry Hill Golf Club, Cultivate London, SKY, PRAX Group, Singapore Airlines, Plan B Management Solutions, Overbury PLC, William Grant & Sons, Blue Cube, Borrás Construction Ltd, London Borough of Hounslow. Their support over the year has meant that we have been able to deliver to those who most need our services.

As FoodBox works on a referral basis we rely on our key partners to identify people in genuine need for us to provide emergency parcels.

HOUNSLOW COMMUNITY FOODBIX

TRUSTEES' REPORT YEAR ENDED 31 MARCH 2025

FUTURE PLANS

FoodBox will continue to make a positive difference to the lives of many adults and children in Hounslow principally by providing food parcels to those in need. We will work with our supporters and volunteers to ensure that we can always meet the demands placed on FoodBox.

We are looking to upgrade and renovate our collection point, which we have been able to provide thanks to the £2,000 grant from the Kew Fete and support from St Luke's Church who have kindly donated chairs.

We are also looking to partner with schools to deliver cooking lessons to support parents and carers to provide healthy meals to their families. This is building on the small-scale cooking lessons that were delivered over Zoom in 2022/23.

HOUNSLOW COMMUNITY FOODBIX

TRUSTEES' REPORT YEAR ENDED 31 MARCH 2025

FINANCIAL REVIEW

Total income for the year ended 31 March 2025 was £87,137 (2024: £151,456) comprising cash donations of £85,757 and interest of £1,380.

Total expenses for the year ended 31 March 2025 were £126,806 (2024: 156,692). Total food purchases in the year were £32,452 (2024: £67,543). Rent and rates, utility and waste collection costs totalled £7,516 (2024: £10,884).

The fees of the independent examiner came to £800.

During this period two part time Operations Managers were employed with their employment costs totalling £73,862 (2024: £54,674) .

Cash balances as at 31 March 2025 were £128,514 (2024: £168,183) with £nil (2024: £40,000) restricted funds and the remaining are unrestricted funds.

Non-cash donations, principally food and some toiletries, are a substantial source of incoming resources for FoodBox but are not included in the Receipts and Payments Accounts. In the year ended 31 March 2025 around 54,000 individual items (packets, jars, tins and etc.) of food were donated (2024: 65,000, 2023: 73,000, 2022: 104,000 individual items).

RESERVES POLICY

FoodBox aims to maintain minimum unrestricted cash reserves of £20,000 to enable core activities to continue without interruption over the short-term in an emergency such as increased demand for food parcels outstripping cash and food donations.

HOUNSLOW COMMUNITY FOODBOK

TRUSTEES' REPORT YEAR ENDED 31 MARCH 2025

RESPONSIBILITIES OF THE TRUSTEES FOR THE RECEIPTS AND PAYMENTS ACCOUNT AND STATEMENT OF ASSETS AND LIABILITIES

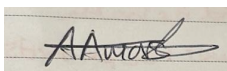
The trustees of FoodBox have a duty to maintain accounting records as set out in section 130 of the Charities Act 2011. The accounting records kept must be sufficient to show and explain all the FoodBox's transactions and disclose at any time, with reasonable accuracy, the financial position of the FoodBox at that time.

As permitted under section 133 of the Charities Act 2011 the trustees have elected to prepare a Receipts and Payments Account for the year ended 31 March 2025 and a Statement of Assets and Liabilities as at 31 March 2025 instead of a statement of accounts under section 132(1) of the Charities Act 2011. The Receipts and Payments Account and Statement of Assets and Liabilities has been reviewed by an independent examiner.

The trustees are responsible for safeguarding the assets of FoodBox and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are also responsible for the contents of the Trustees' Report, and the responsibility of the independent examiner in relation to the Trustees' Report is limited to examining the report and ensuring that, on the face of the report, there are no inconsistencies with the figures disclosed in the Receipts and Payments Account and Statement of Assets and Liabilities.

This report was approved by the trustees on 2nd December 2025.



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Ashna Amarshi
Chair



Unsa Chaudri
Treasurer

HOUNSLOW COMMUNITY FOODBIX

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF HOUNSLOW COMMUNITY FOODBIX

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF HOUNSLOW COMMUNITY FOODBIX

I report to the trustees on my examination of the Receipts and Payments Account for the year ended 31 March 2025 and Statement of Assets and Liabilities as at 31 March 2025 (the accounts) of Hounslow Community FoodBox (FoodBox).

RESPONSIBILITIES AND BASIS OF REPORT

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

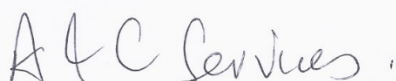
I report in respect of my examination of FoodBox's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

INDEPENDENT EXAMINER'S STATEMENT

I have completed my examination of the accounts on pages 13 to 17. I confirm that no material 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 FoodBox as required by section 130 of the Act; or
2. the accounts do not accord with those records.
3. the accounts did not comply with the applicable requirements concerning the 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.



A and C Services
Flat 68 Ranton House
1b Commerce Road
Brentford
TW8 8FU

3rd December 2025

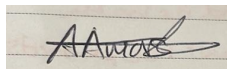
HOUNSLOW COMMUNITY FOODBOK

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 MARCH 2025

	Unrestricted Funds	Restricted Funds	Year ended 31 March 2025	Year ended 31 March 2024
	£	£	£	£
Receipts				
Donations	85,757	-	85,757	110,002
Interest	1,380	-	1,380	1,454
Grants	<u>-</u>	<u>-</u>	<u>-</u>	<u>40,000</u>
Total incoming resources	<u>87,137</u>	<u>-</u>	<u>87,137</u>	<u>151,456</u>
Payments				
Employment costs	73,862	-	73,862	54,674
Telephone	569	-	569	1,167
Volunteer travel and other related expenses	381	-	381	330
IT expenses	1,863	-	1,863	1,583
Food	12,452	20,000	32,452	67,543
Insurance	676	-	676	645
Storage	-	-	-	-
Other expenses	8,627	-	8,627	15,245
Subscription	60	-	60	223
Training	-	-	-	750
Energy	4,705	-	4,705	7,146
Waste collection	2,811	-	2,811	2,584
Rent and rates	-	-	-	1,154
Equipment purchases	-	-	-	2,848
Professional fees – Independent examiner	<u>800</u>	<u>-</u>	<u>800</u>	<u>800</u>
Total resources expended	<u>106,806</u>	<u>20,000</u>	<u>126,806</u>	<u>156,692</u>
Net (expenses) / receipts in year	(19,669)	(20,000)	(39,669)	(5,236)
Cash funds last year end	<u>148,183</u>	<u>20,000</u>	<u>168,183</u>	<u>173,419</u>
Cash funds this year end	<u>128,514</u>	<u>-</u>	<u>128,514</u>	<u>168,183</u>

The notes on pages 15 to 17 form part of this Receipts and Payments Account

Approved by the trustees on 2nd December 2025.



Ashna Amarshi
Chair

..... Unsa Chaudri

Unsa Chaudri
Treasurer

HOUNSLOW COMMUNITY FOODBBOX

STATEMENT OF ASSETS AND LIABILITIES AS AT 31 MARCH 2025

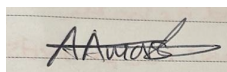
	2025 £	2024 £
Assets		
Cash at bank and in hand	128,514	168,183
Balance held by Bankuet	-	1,439
	<u>128,514</u>	<u>169,622</u>
Unrestricted funds	128,514	149,622
Restricted funds	-	20,000
	<u>128,514</u> =====	<u>169,622</u> =====

Liabilities

Rent from August 2023 to March 2024 was paid in August 2025 (at an agreed amount of £1,833.32) and since then a monthly rent of £458.33 has been charged for the use of the Rose Community Centre.

This Statement of Assets and Liabilities is not a balance sheet. Only monetary assets and liabilities are disclosed. In particular, it does not include non-cash donations held, details of which are set out in note 2(c), or the purchase of equipment, including IT equipment, which is expensed in full in the year of acquisition.

Approved by the trustees on 2nd December 2025.



Ashna Amarshi
Chair

.. Unsa Chaudri

Unsa Chaudri
Treasurer

HOUNSLOW COMMUNITY FOODBIX

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025

1. Basis of preparation

As permitted under section 133 of the Charities Act 2011 FoodBox trustees have elected to prepare Receipts and Payments Accounts for the year ended 31 March 2025 and a Statement of Assets and Liabilities as at 31 March 2025 instead of a statement of accounts under section 132(1) of the Charities Act 2011.

2. Accounting policies

The following accounting policies have been used consistently in dealing with items which are considered material in relation to the Receipts and Payments Account.

a) Going concern

The nature of FoodBox's funding is inherently uncertain as it is dependent on both non-cash and cash donations and grants. Should such funding from existing sources be reduced in future years FoodBox would have to find other sources of funding or significantly curtail its activities.

b) Incoming resources – cash donations and grants

Cash donations and grants are included in full in the Receipts and Payments Account as they are received.

c) Incoming resources – non-cash donations

Non-cash donations, principally food and some toiletries, are a substantial source of incoming resources for FoodBox but are not included in the Receipts and Payments Accounts. In the year ended 31 March 2025 around 54,000 (2024: 65,000 , 2023: 73,000, 2022: 104,000) individual items (packets, jars, tins and etc.) of food and toiletries were donated.

d) Resources expended

Expenditure is recorded in the Receipts and Payments Account only when paid. Expenditure that has been incurred but not paid as at the year-end is noted as a liability in the Statement of Assets and Liabilities. Resources expended include VAT which cannot be recovered.

HOUNSLOW COMMUNITY FOODBOK

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025

e) Taxation

Subject to agreement with HM Revenue and Customs, FoodBox is exempt from the payment of any taxes to the extent it is a registered charity and therefore is not liable for Income Tax or Corporation Tax on income derived from charitable activities. FoodBox does not have an obligation to register for VAT.

f) Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of FoodBox. Restricted funds are subjected to a restriction on the permissible expenditure imposed by the donor.

Charitable expenditure comprises those costs incurred by the FoodBox in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

g) Equipment

Purchases of equipment, including IT equipment, are expensed in full in the year of acquisition and are not disclosed as assets in the Statement of Assets and Liabilities.

HOUNSLOW COMMUNITY FOODBOK

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025

3. Statement of Cash Funds

	Balance at 31 Mar 2024	Incoming Resources	Resources Expended	Balance at 31 Mar 2025
	£	£	£	£
Restricted Funds	20,000	-	(20,000)	-
Unrestricted Funds	<u>148,183</u>	<u>87,137</u>	<u>(106,806)</u>	<u>128,514</u>
Total Funds as at 31 March	<u>168,183</u>	<u>87,137</u>	<u>(126,806)</u>	<u>128,514</u>

There were no restricted funds during the year ended 31 March 2025.

4. Employment costs

Two Operations Managers were appointed during the year ended 31 March 2025, and both worked part-time. The service of the Operations Managers is provided to FoodBox by Adecco who employ them.

5. Financial commitments

With effect from February 2022 FoodBox has occupied the Rose Community Centre under a licence with an annual rental of £5,500 per annum. The licence expired on 31 July 2023. Since that date FoodBox has continued to occupy the premises and the licence had initially been renewed until January 2025 with rentals charged from August 2023. The licence has since been renewed with payment taken in August 2025 and monthly payments since August 2025 (£458.33/month).

6. Payments to trustees and connected persons

There were no payments to trustees or connected persons during the year.

HOUNSLOW COMMUNITY FOODBIX

England & Wales - Charity number 1170666

Accounts

HOUNSLOW COMMUNITY FOODBIX

A CHARITABLE INCORPORATED ORGANISATION

CHARITY REGISTRATION NO. 1170666

**ANNUAL REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2024**



HOUNSLOW COMMUNITY FOODBBOX

**A CHARITABLE INCORPORATED ORGANISATION
(CHARITY NO. 1170666)**

**ANNUAL REPORT
FOR THE YEAR ENDED 31 MARCH 2024**

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HOUNSLOW COMMUNITY FOODBIX

TRUSTEES' REPORT YEAR ENDED 31 MARCH 2024

Status	Hounslow Community Foodbox ("FoodBox") has charitable status and is a Charitable Incorporated Organisation ("CIO").
Charity registration number	1170666
Trustees	<p>The trustees who served during the year ended 31 March 2024 were:</p> <p>Corinna Smart (Chair, resigned October 2024) Edwin Guy Lambert (Since January 2020, Vice Chair) Claire Adams (Secretary from November 2023, resigned January 2025) Ashna Amarshi (Since November 2023, appointed Chair October 2024) Howard Dawson (Since January 2021, appointed Secretary January 2025) Sarah Gardner (Resigned December 2023) Michael Saunders (Since November 2023, resigned July 2024) Philip Jones (Secretary & Treasurer, resigned November 2023).</p> <p>Trustees who joined after 31 March 2024: Unsa Chaudri (Treasurer, since June 2024) Mark Sanders (Since December 2024).</p>
Governing document	As a Charitable Incorporated Organisation whose only voting members are its charity trustees FoodBox adopted the "Foundation" model constitution when entered on the Register of Charities on 9 December 2016. The charity's constitution was last amended on 28 August 2019.

HOUNSLOW COMMUNITY FOODBBOX

TRUSTEES' REPORT YEAR ENDED 31 MARCH 2024

Objects

FoodBox's constitution sets out its objects as the relief of financial hardship amongst people in the London Borough of Hounslow and the surrounding area or in other parts of the United Kingdom in such ways as the trustees from time-to-time think fit, in particular, but not exclusively by:

- a) providing emergency food, essential toiletries, and household items to individuals and families in need and/or for distribution by charities or other organisations working to prevent or relieve poverty.
- b) such other means, including (but not limited to) the provision of support or signposting to relevant information and other advisory services.

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Website

hounslowfoodbox.org.uk



@HounslowFoodBox

Independent examiner

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Flat 68 Ranton House
1b Commerce Road
Brentford
TW8 8FU

HOUNSLOW COMMUNITY FOODBIX

TRUSTEES' REPORT YEAR ENDED 31 MARCH 2024

The trustees of FoodBox present their report and the Receipts and Payments Account for the year ending 31 March 2024 and Statement of Assets and Liabilities as at 31 March 2024.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Hounslow Community FoodBox is a registered charity. It was constituted as a Charitable Incorporated Organisation on 9 December 2016 and is therefore governed by its Constitution which was last amended on 28 August 2019.

There should be a minimum of four trustees and a maximum of twelve. In selecting individuals for appointment, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the charity. Trustees are elected for a term of three years by a resolution passed at a properly convened meeting of the trustees. A retiring trustee is eligible for reappointment. A charity trustee who has served three consecutive terms may not be reappointed for a fourth consecutive term but may be reappointed after an interval of at least one year.

FoodBox shall have the following officers, who will be appointed by a decision of the trustees:

- Chair
- Vice Chair
- Secretary
- Treasurer

The trustees and officers who served during the year are listed on page 3.

An Independent Advisor, Oonah Lacey, provided support to the trustees and volunteers over this period. Oonah is no longer involved with FoodBox and the trustees thank her for her services over the years.

During the year there were around 80 active volunteers who provided the frontline services, this is approximately 20 less than in 2023.

All volunteers, the Independent Advisor and trustees provided their services on a voluntary basis and were only reimbursed for relevant expenses that have been incurred.

Two Operations Managers were appointed during the term, and both worked part-time. The service of the Operations Managers is provided to FoodBox by Adecco who employ them.

For beneficiaries to access emergency food and support, they obtain a referral voucher provided by a professional registered Referral Partner. FoodBox receives referrals from more than 650 professionals working with more than 200 active Referral Partner organisations.

HOUNSLOW COMMUNITY FOODBIX

TRUSTEES' REPORT YEAR ENDED 31 MARCH 2024

MAIN ACTIVITIES UNDERTAKEN FOR THE PUBLIC BENEFIT

FoodBox operates from the Brickfield Community Centre and Rose Community Centre in Brentford and provides emergency food parcels to residents in the London Borough of Hounslow. The Rose Community Centre is open 5 days a week Tuesday to Friday between 10am and 1pm and Saturday between 10am and 12pm.

FoodBox aims to give emergency food parcels to people in crisis who are referred by professional registered Referral Partners. These include Council officers in the Community Solutions team, housing and social services and officials at the Jobcentre Plus. Other partners include housing associations, Citizens Advice, health professionals, schools and other charities.

Beneficiaries receive emergency supplies of food and other necessities, such as toiletries, for themselves and family dependents. Emergency food includes non-perishable items supplemented with fresh and frozen food. Local businesses and individuals, community and religious organisations donate a substantial proportion of food needed with FoodBox buying food using donations and grants to ensure there is sufficient to satisfy the needs of beneficiaries. Vegetables grown in the FoodBox community garden are added to food parcels.

The trustees have regard to the guidance issued by the Charity Commission on public benefit and consider that the work of FoodBox fully meets the requirements

HOUNSLOW COMMUNITY FOODBIX

TRUSTEES' REPORT YEAR ENDED 31 MARCH 2024

REVIEW OF THE YEAR

The principal achievement of FoodBox in the financial year was to provide emergency food parcels five days a week supporting 5,208 adults and 3,670 children (8,878 in total) (2023: 9,200 2022: 8,400) in the London Borough of Hounslow. By way of comparison prior to the pandemic 2,000 adults and children were supported in the financial year to March 2020.

FoodBox volunteers continue to deliver food parcels to those who were unable to collect for health, mobility, and financial reasons. More than 74% of food parcels were delivered in the year to March 2024, an increase of 4% (2023).

The number of people requiring support remains very high, which could be due to the lingering macro-economic conditions or other side effects of the pandemic, impacting people from the end of 2022. What is certain is that we are now supporting many more people who are suffering ill health.

Receiving a food parcel should only ever be a temporary substitute for shopping for yourself and your family. We are able to tailor food parcels to specific dietary needs and family sizes using a variety of standard packing lists. There is guidance when preparing food parcels for people with different requirements: halal, South Asian, vegetarian, vegan, gluten free, lactose intolerance, diabetes and those with no cooking facilities. We aim to supplement food parcels with fresh fruit and vegetables (including seasonal vegetables from our community garden at Brickfield), eggs, butter and bread. And fresh or frozen meats for families. From January 2023 the Hounslow Gurdwara provides 100 one-person frozen vegetarian meals each week.

We took steps to improve our food safety procedures in 2023 taking on board the recommendations from a food safety inspection. This is now embedded in our daily activities to make sure we live up to our 5-star rating.

Christmas Hampers for residents have been an annual and welcome treat for many years, with over 400 residents receiving hampers at Christmas 2023 and in April 2023 (and April 2024) we were also able to provide Easter Hampers with chocolate eggs and treats and spring flowers to 550 adults and children. Support from Alexanders, a storage and logistics company who delivered many of the hampers, Brentford FC and Hilton Heathrow made this possible.

In April, we planted apple trees in our garden to further enhance our fresh fruit offer, with great support from volunteers, the local MP Ruth Cadbury, the Mayor of Hounslow (2023-2024) Councillor Raghwinder Siddhu and local neighbours. The trees were provided through the London Borough of Hounslow's tree scheme.

In June we held a stall at the Brentford Canal Festival. This raised awareness of FoodBox as well as increasing donations.

HOUNSLOW COMMUNITY FOODBIX

TRUSTEES' REPORT YEAR ENDED 31 MARCH 2024

In August 2023, a picnic fun day was held for families in the local vicinity of Hounslow Community FoodBox. This was sponsored by Alexanders.

In autumn 2023 we ran a Remember November campaign to encourage support in the run up to Christmas. We set a target of £11,000, which we exceed by £925 through generous support.

Ruth Cadbury MP raised over £2,000 by completing a 10k and through Utilita Giving, Brentford FC fans were invited to donate non-perishable food items and make donations in the lead up to and on matchday of Brentford's fixture against Luton, raising £2,000 and 10 crates of food. We also received a visit from Ben Mee, who helped pack food parcels for residents and helped increase awareness of our aims and mission to support local residents.

University of West London also ran a Christmas Campaign asking students, staff and visitors to donate items throughout December.

In December we set up donation opportunities at Brentford Christmas Market and at Easter we joined the Eggstravaganza Market, where we received donations from local residents and visitors to the Market.

In February 2024, Borrás Construction built and installed planters at our centre in Brickfields, that enabled us to grow more fruit and vegetables. We also worked in partnership with Cultivate London to bring in local schools to participate in food growing, using the planters. As the beds are knee-high, it enables us to work with older people and those with disabilities in the future.

As FoodBox works on a referral basis we rely on our key partners to identify people in genuine need for us to provide emergency parcels.

We carried out a referral partner survey and we took on the following suggestions on how we could enhance our service by:

- working with our referral partners to reduce reliance on food parcels by raising awareness of other support services
- signposting sources of information for healthy and cost effective recipes.

HOUNSLOW COMMUNITY FOODBIX

TRUSTEES' REPORT YEAR ENDED 31 MARCH 2024

FUTURE PLANS

FoodBox will continue to make a positive difference to the lives of many adults and children in Hounslow principally by providing food parcels to those in need. We will work with our supporters and volunteers to ensure that we can always meet the demands placed on FoodBox. These are uncertain times for many in our community who will struggle with food insecurity as food, fuel and general inflation impact their daily lives.

Whatever the challenges are for the future, we know that our volunteer community and all our supporters will be there to help us meet these challenges.

HOUNSLOW COMMUNITY FOODBIX

TRUSTEES' REPORT YEAR ENDED 31 MARCH 2024

FINANCIAL REVIEW

Total income for the year ended 31 March 2024 was £151,456 (2023: £161,035) comprising cash donations of £110,002, grants of £40,000, and interest.

Total expenses for the year ended 31 March 2024 were £156,692 (2022: £143,155) of which £20,000 were the use of restricted funds spent for food purchases. Total food purchases in the year were £67,543. Rent and rates, utility and waste collection costs totalled £10,884.

The fees of the independent examiner came to £800.

During this period two part time Operations Managers were recruited, with their employment costs totalling £54,674.

Cash balances as at 31 March 2024 were £168,183, of which £20,000 represented funds from the grant received at the end of March 2024, the remaining being unrestricted funds.

Non-cash donations, principally food and some toiletries, are a substantial source of incoming resources for FoodBox but are not included in the Receipts and Payments Accounts. In the year ended 31 March 2024 around 65,000 individual items (packets, jars, tins and etc.) of food were donated (2023: 73,000, 2022: 104,000 individual items).

Whilst physical donations have reduced in recent years from 160,000 in the year to 31 March 2021 to 65,000 in the year to 31 March 2024, some of this has been compensated by the generosity of our supporters who have made cash donations.

RESERVES POLICY

FoodBox aims to maintain minimum unrestricted cash reserves of £20,000 to enable core activities to continue without interruption over the short-term in an emergency such as increased demand for food parcels outstripping cash and food donations.

HOUNSLOW COMMUNITY FOODBIX

TRUSTEES' REPORT YEAR ENDED 31 MARCH 2024

RESPONSIBILITIES OF THE TRUSTEES FOR THE RECEIPTS AND PAYMENTS ACCOUNT AND STATEMENT OF ASSETS AND LIABILITIES

The trustees of FoodBox have a duty to maintain accounting records as set out in section 130 of the Charities Act 2011. The accounting records kept must be sufficient to show and explain all the FoodBox's transactions and disclose at any time, with reasonable accuracy, the financial position of the FoodBox at that time.

As permitted under section 133 of the Charities Act 2011 the trustees have elected to prepare a Receipts and Payments Account for the year ended 31 March 2024 and a Statement of Assets and Liabilities as at 31 March 2024 instead of a statement of accounts under section 132(1) of the Charities Act 2011. The Receipts and Payments Account and Statement of Assets and Liabilities has been reviewed by an independent examiner.

The trustees are responsible for safeguarding the assets of FoodBox and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are also responsible for the contents of the Trustees' Report, and the responsibility of the independent examiner in relation to the Trustees' Report is limited to examining the report and ensuring that, on the face of the report, there are no inconsistencies with the figures disclosed in the Receipts and Payments Account and Statement of Assets and Liabilities.

This report was approved by the trustees on 25th November 2024.

Ashna Amarshi
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Ashna Amarshi
Chair

Unsa Chaudri
.....
Unsa Chaudri
Treasurer

HOUNSLOW COMMUNITY FOODBOX

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF HOUNSLOW COMMUNITY FOODBOX

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF HOUNSLOW COMMUNITY FOODBOX

I report to the trustees on my examination of the Receipts and Payments Account for the year ended 31 March 2024 and Statement of Assets and Liabilities as at 31 March 2024 (the accounts) of Hounslow Community FoodBox (FoodBox).

RESPONSIBILITIES AND BASIS OF REPORT

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

I report in respect of my examination of FoodBox's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

INDEPENDENT EXAMINER'S STATEMENT

I have completed my examination of the accounts on pages 13 to 17. I confirm that no material 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 FoodBox as required by section 130 of the Act; or
2. the accounts do not accord with those records.
3. the accounts did not comply with the applicable requirements concerning the 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.



A and C Services
Flat 68 Ranton House
1b Commerce Road
Brentford
TW8 8FU

26 January 2025

HOUNSLOW COMMUNITY FOODBOK

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 MARCH 2024

	Unrestricted Funds	Restricted Funds	Year ended 31 March 2024	Year ended 31 March 2023
	£	£	£	£
Receipts				
Donations	110,002	-	110,002	119,796
Interest	1,454		1,454	239
Grants	<u>-</u>	<u>40,000</u>	<u>40,000</u>	<u>41,000</u>
Total incoming resources	<u>111,456</u>	<u>40,000</u>	<u>151,456</u>	<u>161,035</u>
Payments				
Employment costs	54,674	-	54,674	-
Telephone	1,167	-	1,167	1,136
Volunteer travel and other related expenses	330	-	330	358
IT expenses	1,583	-	1,583	1,269
Food	47,543	20,000	67,543	102,429
Insurance	645	-	645	557
Storage	-	-	-	161
Other expenses	15,245	-	15,245	22,031
Subscription	223	-	223	174
Training	750	-	750	-
Energy	7,146	-	7,146	6,185
Waste collection	2,584	-	2,584	1,996
Rent and rates	1,154	-	1,154	6,859
Equipment purchases	2,848	-	2,848	-
Professional fees – Independent examiner	<u>800</u>	<u>-</u>	<u>800</u>	<u>-</u>
Total resources expended	<u>136,692</u>	<u>20,000</u>	<u>156,692</u>	<u>143,155</u>
Net (expenses) / receipts in year	(25,236)	20,000	(5,236)	17,880
Cash funds last year end	<u>173,419</u>	<u>-</u>	<u>173,419</u>	<u>155,539</u>
Cash funds this year end	<u>148,183</u>	<u>20,000</u>	<u>168,183</u>	<u>173,419</u>

The notes on pages 15 to 17 form part of this Receipts and Payments Account

Approved by the trustees on 25th November 2024

Ashna Amarshi
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Ashna Amarshi
Chair

Unsa Chaudri
.....
Unsa Chaudri
Treasurer

HOUNSLOW COMMUNITY FOODBBOX

STATEMENT OF ASSETS AND LIABILITIES AS AT 31 MARCH 2024

	2024 £	2023 £
Assets		
Cash at bank and in hand	168,183	173,419
Balance held by Bankuet	1,439	568
	<u>169,622</u>	<u>174,047</u>
Unrestricted funds	149,622	174,047
Restricted funds	20,000	-
	<u>169,622</u> =====	<u>174,047</u> =====

Liabilities

Rent from August 2023 to March 2024 owed: £3,667

This Statement of Assets and Liabilities is not a balance sheet. Only monetary assets and liabilities are disclosed. In particular, it does not include non-cash donations held, details of which are set out in note 2(c), or the purchase of equipment, including IT equipment, which is expensed in full in the year of acquisition.

Approved by the trustees on 25th November 2024

Ashna Amarshi
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Ashna Amarshi
Chair

Unsa Chaudri
.....
Unsa Chaudri
Treasurer

HOUNSLOW COMMUNITY FOODBIX

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2024

1. Basis of preparation

As permitted under section 133 of the Charities Act 2011 FoodBox trustees have elected to prepare Receipts and Payments Accounts for the year ended 31 March 2024 and a Statement of Assets and Liabilities as at 31 March 2024 instead of a statement of accounts under section 132(1) of the Charities Act 2011.

2. Accounting policies

The following accounting policies have been used consistently in dealing with items which are considered material in relation to the Receipts and Payments Account.

a) Going concern

The nature of FoodBox's funding is inherently uncertain as it is dependent on both non-cash and cash donations and grants. Should such funding from existing sources be reduced in future years FoodBox would have to find other sources of funding or significantly curtail its activities.

b) Incoming resources – cash donations and grants

Cash donations and grants are included in full in the Receipts and Payments Account as they are received.

c) Incoming resources – non-cash donations

Non-cash donations, principally food and some toiletries, are a substantial source of incoming resources for FoodBox but are not included in the Receipts and Payments Accounts. In the year ended 31 March 2024 around 65,000 (2023: 73,000, 2022: 104,000) individual items (packets, jars, tins and etc.) of food and toiletries were donated.

d) Resources expended

Expenditure is recorded in the Receipts and Payments Account only when paid. Expenditure that has been incurred but not paid as at the year-end is noted as a liability in the Statement of Assets and Liabilities. Resources expended include VAT which cannot be recovered.

HOUNSLOW COMMUNITY FOODBIX

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2024

e) Taxation

Subject to agreement with HM Revenue and Customs, FoodBox is exempt from the payment of any taxes to the extent it is a registered charity and therefore is not liable for Income Tax or Corporation Tax on income derived from charitable activities. FoodBox does not have an obligation to register for VAT.

f) Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of FoodBox. Restricted funds are subjected to a restriction on the permissible expenditure imposed by the donor.

Charitable expenditure comprises those costs incurred by the FoodBox in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

g) Equipment

Purchases of equipment, including IT equipment, are expensed in full in the year of acquisition and are not disclosed as assets in the Statement of Assets and Liabilities.

HOUNSLOW COMMUNITY FOODBBOX

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2024

3. Statement of Cash Funds

	Balance at 31 Mar 2023	Incoming Resources	Resources Expended	Balance at 31 Mar 2024
	£	£	£	£
Restricted Funds				
London Borough of Hounslow	-	40,000	(20,000)	-
Unrestricted Funds	<u>173,419</u>	<u>111,456</u>	<u>(136,612)</u>	<u>168,183</u>
Total Funds as at 31 March	<u>173,419</u>	<u>151,456</u>	<u>(156,692)</u>	<u>168,183</u>

During the year the London Borough of Hounslow awarded FoodBox two grants from the Household Support Fund of £20,000 each. The first grant was used to meet the immediate needs of Hounslow residents by purchasing food which was a permissible expense. The second grant received in March 2024 was still available as at 31 March 2024 to meet the food needs of Hounslow residents and was fully expensed after the year end.

4. Employment costs

Two Operations Managers were appointed during the year ended 31 March 2024, and both worked part-time. The service of the Operations Managers is provided to FoodBox by Adecco who employ them.

5. Financial commitments

With effect from February 2022 FoodBox has occupied the Rose Community Centre under a licence with an annual rental of £5,500 per annum. The licence expired on 31 July 2023. Since that date FoodBox has continued to occupy the premises and the licence had been renewed until January 2025 with rentals charged from August 2023. The trustees are in the progress of negotiating with the Council to renew the licence once it is expired in January 2025.

6. Payments to trustees and connected persons

There were no payments to trustees or connected persons during the year.

HOUNSLOW COMMUNITY FOODBIX

England & Wales - Charity number 1170666

Accounts

HOUNSLOW COMMUNITY FOODBIX

A CHARITABLE INCORPORATED ORGANISATION

CHARITY REGISTRATION NO. 1170666

**ANNUAL REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2023**



HOUNSLOW COMMUNITY FOODBOX

A CHARITABLE INCORPORATED ORGANISATION
(CHARITY NO. 1170666)

ANNUAL REPORT
FOR THE YEAR ENDED 31 MARCH 2023

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HOUNSLOW COMMUNITY FOODBOX

TRUSTEES' REPORT YEAR ENDED 31 MARCH 2023

Status	Hounslow Community Foodbox ("FoodBox") has charitable status and is a Charitable Incorporated Organisation ("CIO").
Charity registration number	1170666
Trustees	<p>The trustees who served during the year ended 31 March 2023 were:</p> <p>Corinna Smart (Chair) Cllr Edwin Guy Lambert (Vice Chair) Howard Dawson Sarah Gardner Philip Jones (Treasurer & Secretary)</p> <p>Corinna Smart and Cllr Edwin Guy Lambert were reappointed during the year for further term of three years with effect from 1 January 2023.</p>
Patron	Steve Curran, formerly Leader of the London Borough of Hounslow Council
Governing document	As a Charitable Incorporated Organisation whose only voting members are its charity trustees FoodBox adopted the "Foundation" model constitution when entered on the Register of Charities on 9 December 2016. The charity's constitution was last amended on 28 August 2019.

HOUNSLOW COMMUNITY FOODBOX

TRUSTEES' REPORT YEAR ENDED 31 MARCH 2023

Objects

FoodBox's constitution sets out its objects as the relief of financial hardship amongst people in the London Borough of Hounslow and the surrounding area or in other parts of the United Kingdom in such ways as the trustees from time-to-time think fit, in particular, but not exclusively by:

- a) providing emergency food, essential toiletries, and household items to individuals and families in need and/or for distribution by charities or other organisations working to prevent or relieve poverty.
- b) such other means, including (but not limited to) the provision of support or signposting to relevant information and other advisory services.

Principal offices

For correspondence
Brickfield Community Centre
Brickfield Close
Brentford
TW88JN

For food parcel collections and donations
Rose Community Centre
Hawthorn Road
Brentford
TW88NT

Website

hounslowfoodbox.org.uk



@HounslowFoodBox

Independent examiner

A and C Services
Flat 68 Ranton House
1b Commerce Road
Brentford
TW8 8FU

HOUNSLOW COMMUNITY FOODBIX

TRUSTEES' REPORT YEAR ENDED 31 MARCH 2023

The trustees of FoodBox present their report and the Receipts and Payments Account for the year ending 31 March 2023 and Statement of Assets and Liabilities as at 31 March 2023.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Hounslow Community FoodBox is a registered charity. It was constituted as a Charitable Incorporated Organisation on 9 December 2016, and is therefore governed by its Constitution which was last amended on 28 August 2019.

There should be a minimum of four trustees and a maximum of twelve. In selecting individuals for appointment the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the charity. Trustees are elected for a term of three years by a resolution passed at a properly convened meeting of the trustees. A retiring trustee is eligible for reappointment. A charity trustee who has served three consecutive terms may not be reappointed for a fourth consecutive term but may be reappointed after an interval of at least one year.

FoodBox shall have the following officers, who will be appointed by a decision of the trustees:

- Chair
- Vice Chair
- Secretary
- Treasurer

The trustees and officers who served during the year are listed on page 3.

An Independent Advisor, Oonah Lacey, provides support to the trustees and volunteers. During the year there were around 100 active volunteers who provided the frontline services.

All volunteers, the Independent Advisor and trustees provided their services on a voluntary basis and were only reimbursed for relevant expenses that have been incurred.

For beneficiaries to access emergency food and support they obtain a referral voucher provided by a professional registered Referral Partner. FoodBox receives referrals from more than 500 professionals working with more than 100 active Referral Partner organisations.

HOUNSLOW COMMUNITY FOODBOX

TRUSTEES' REPORT YEAR ENDED 31 MARCH 2023

MAIN ACTIVITIES UNDERTAKEN FOR THE PUBLIC BENEFIT

FoodBox operates from the Brickfield Community Centre and Rose Community Centre in Brentford and provides emergency food parcels to residents in the London Borough of Hounslow. The Rose Community Centre is open 5 days a week Tuesday to Friday between 10am and 1pm and Saturday between 10am and 12pm.

FoodBox aims to give emergency food parcels to people in crisis who are referred by professional registered Referral Partners. These include Council officers in the Community Solutions team, housing and social services and officials at the Jobcentre Plus. Other partners include housing associations, Citizens Advice, health professionals, schools and other charities.

Beneficiaries receive emergency supplies of food and other necessities, such as toiletries, for themselves and family dependents. Emergency food includes non-perishable items supplemented with fresh and frozen food. Local businesses and individuals, community and religious organisations donate a substantial proportion of food needed with FoodBox buying food using donations and grants to ensure there is sufficient to satisfy the needs of beneficiaries. Vegetables grown in the FoodBox community garden are added to food parcels.

The trustees have regard to the guidance issued by the Charity Commission on public benefit and consider that the work of FoodBox fully meets the requirements

HOUNSLOW COMMUNITY FOODBOX

TRUSTEES' REPORT YEAR ENDED 31 MARCH 2023

REVIEW OF THE YEAR

The principal achievement of FoodBox in the financial year was to provide emergency food parcels five days a week supporting 9,200 adults and children (2022: 8,400) in the London Borough of Hounslow. By way of comparison prior to the pandemic 2,000 adults and children were supported in the financial year to March 2020.

FoodBox volunteers continue to deliver food parcels to those who were unable to collect for health, mobility, and financial reasons. More than 70% of food parcels were delivered in the year to March 2023.

That the number of people requiring support remains very high may be due to the lingering financial and other side effects of the pandemic and, from towards the end of 2022, the cost of living crisis. What is certain is that we are now supporting many people who are suffering ill health.

Receiving a food parcel should only ever be a temporary substitute for shopping for yourself and your family but we really are much better now at providing food parcels that are tailored to specific dietary needs and family sizes. A variety of standard packing lists introduced from July 2022 have made this possible when we also reviewed and generally increased the amount of food included. So there's now guidance when preparing food parcels for people with different requirements: halal, South Asian, vegetarian, vegan, gluten free, lactose intolerance, diabetes, no cooking facilities. This has helped to improve consistency between teams and over time when regular food parcels are provided. From January 2023 the Hounslow Gurdwara provides 100 one-person frozen vegetarian meals each week.

We have also taken steps to improve our food safety procedures taking on board the recommendations from a food safety inspection and which are now embedded in our daily activities to make sure we live up to our 5 star rating.

Christmas Hampers for residents have been annual and welcome treats for many years and in April 2022 (and April 2023) we were also able to provide Easter Hampers with chocolate eggs and treats and spring flowers. Support from Alexanders, a storage and logistics company who delivered many of the hampers, and Brentford FC made this possible.

Online cooking classes with Sara Ward of Hen Corner continued during the year with FoodBox delivering the recipe kits with all the ingredients on the day of the classes. Typically, around 5 families joined each class and we know they find them enjoyable and worthwhile.

HOUNSLOW COMMUNITY FOODBOX

TRUSTEES' REPORT YEAR ENDED 31 MARCH 2023

Over the Jubilee weekend several street parties and a Picnic in the Park (Brentford's St.Paul's Rec) raised funds for FoodBox, so too did Talia Dean's Raji Bhaji in Hounslow's Bell Square in August.

In the autumn 2022, with the support of Hanif Khan, FoodBox launched a volunteer appeal video and became much more active on Twitter and a new Facebook page and with articles published on local news websites and our own website. This helped celebrate donations received and the support FoodBox provides. At the suggestion and with the support of Martin Case of Brentford Voice we promoted a RememberNovember appeal for funds with fundraising at many events in Chiswick and Brentford. Our Christmas Appeal video featured players from Brentford FC and Buzz too. Many people in our community are concerned about others struggling with food and fuel insecurity and financial donations exceeded all our expectations.

We were also very pleased to be awarded the University of West London's Volunteering Organisation of the year 2022/23. Students often come to volunteer with FoodBox.

As FoodBox works on a referral basis we rely on our key partners to identify people in genuine need for us to provide emergency parcels. In February 2023 we issued a Referral Charter so that our referral partners were clear about the referral process, FoodBox's commitment to referral partners and theirs to FoodBox. It's also vital to understand their opinions about our service and if we could improve it. In February 2023 we asked them to complete an online survey, all responses were confidential and the summary results are on our website. Almost everyone in the survey 'would praise FoodBox to a colleague.' We received a score of 9.8 out of 10.

We are taking note of a few suggestions in the survey response for how we could enhance our service in 2023: working with our referral partners to reduce reliance on food parcels by raising awareness of other support services; and signposting sources of information for healthy and cheap recipes.

HOUNSLOW COMMUNITY FOODBOX

TRUSTEES' REPORT YEAR ENDED 31 MARCH 2023

FUTURE PLANS

FoodBox will continue to make a positive difference to the lives of many adults and children in Hounslow principally by providing food parcels to those in need. We will work with our supporters and volunteers to ensure that we can always meet the demands placed on FoodBox. These are uncertain times for many in our community who will struggle with food insecurity as food, fuel and general inflation impact their daily lives.

Whatever the challenges are for the future, we know that our volunteer community and all our supporters will be there to help us meet these challenges.

The trustees have agreed a short-term plan to 31 March 2024 that again focuses on improving the service to people we support, developing our volunteer offer, greater engagement with referral partners and people that support us and improving our operations including the introduction of an online referral system, which we were unable to do in the year to March 2023.

HOUNSLOW COMMUNITY FOODBOX

TRUSTEES' REPORT YEAR ENDED 31 MARCH 2023

FINANCIAL REVIEW

Total income for the year ended 31 March 2023 was £161,035 (2022: £70,168) comprising cash donations of £119,796 grants of £41,000 which could only be used for restricted purposes and interest.

Total expenses for the year ended 31 March 2023 were £143,155 (2021: £62,806) of which £40,000 were the use of restricted funds spent for food purchases. Total food purchases in the year were £102,429. Rent and rates, utility and waste collection costs were assumed from the Council with effect from February 2022 and the amounts paid in the year totalled £15,040.

Cash balances as at 31 March 2023 were £173,419, all of which represented unrestricted funds.

Non-cash donations, principally food and some toiletries, are a substantial source of incoming resources for FoodBox but are not included in the Receipts and Payments Accounts. In the year ended 31 March 2023 around 73,000 individual items (packets, jars, tins and etc.) of food were donated (2022: 104,000 individual items). Stocks were not counted as at 31 March 2023 or 31 March 2022.

Whilst physical donations have reduced in recent years from 160,000 in the year to 31 March 2021 to 73,000 in the year to 31 March 2023 this has been more than compensated by the generosity of our supporters who have made cash donations.

RESERVES POLICY

FoodBox aims to maintain minimum unrestricted cash reserves of £20,000 to enable core activities to continue without interruption over the short-term in an emergency such as increased demand for food parcels outstripping cash and food donations.

HOUNSLOW COMMUNITY FOODBIX

TRUSTEES' REPORT YEAR ENDED 31 MARCH 2023

RESPONSIBILITIES OF THE TRUSTEES FOR THE RECEIPTS AND PAYMENTS ACCOUNT AND STATEMENT OF ASSETS AND LIABILITIES

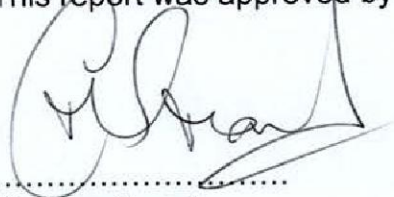
The trustees of FoodBox have a duty to maintain accounting records as set out in section 130 of the Charities Act 2011. The accounting records kept must be sufficient to show and explain all the FoodBox's transactions and disclose at any time, with reasonable accuracy, the financial position of the FoodBox at that time.

As permitted under section 133 of the Charities Act 2011 the trustees have elected to prepare a Receipts and Payments Account for the year ended 31 March 2023 and a Statement of Assets and Liabilities as at 31 March 2023 instead of a statement of accounts under section 132(1) of the Charities Act 2011. The Receipts and Payments Account and Statement of Assets and Liabilities has been reviewed by an independent examiner.

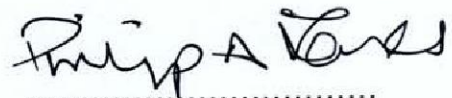
The trustees are also responsible for safeguarding the assets of FoodBox and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are also responsible for the contents of the Trustees' Report, and the responsibility of the independent examiner in relation to the Trustees' Report is limited to examining the report and ensuring that, on the face of the report, there are no inconsistencies with the figures disclosed in the Receipts and Payments Account and Statement of Assets and Liabilities.

This report was approved by the Trustees on 10 August 2023.



.....
Corinna Smart
Chair



.....
Philip Jones
Treasurer & Secretary

HOUNSLOW COMMUNITY FOODBOX

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF HOUNSLOW COMMUNITY FOODBOX

Independent examiner's report to the trustees of Hounslow Community FoodBox

I report to the trustees on my examination of the Receipts and Payments Account for the year ended 31 March 2023 and Statement of Assets and Liabilities as at 31 March 2023 (the accounts) of Hounslow Community FoodBox (FoodBox).

Responsibilities and basis of report

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

I report in respect of my examination of FoodBox's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination of the accounts on pages 13 to 17. I confirm that no material 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 FoodBox as required by section 130 of the Act; or
2. the accounts do not accord with those records.
3. the accounts did not comply with the applicable requirements concerning the 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.



A and C Services
Flat 68 Ranton House
1b Commerce Road
Brentford
TW8 8FU

10 August 2023

HOUNSLOW COMMUNITY FOODBOX

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 MARCH 2023

	Unrestricted Funds	Restricted Funds	Year ended 31 March 2023	Year ended 31 March 2022
	£	£	£	£
Receipts				
Donations	119,796	-	119,796	60,156
Interest	239		239	12
Grants	<u>-</u>	<u>41,000</u>	<u>41,000</u>	<u>10,000</u>
Total incoming resources	<u>120,035</u>	<u>41,000</u>	<u>161,035</u>	<u>70,168</u>
Payments				
Telephone	1,136	-	1,136	1,031
Volunteer travel and other related expenses	358	-	358	376
IT expenses	1,269	-	1,269	1,287
Food	62,429	40,000	102,429	41,269
Insurance	557	-	557	734
Storage	161	-	161	1,584
Other expenses	21,031	1,000	22,031	7,433
Subscriptions	174	-	174	210
Training	-	-	-	330
Energy	6,185	-	6,185	122
Waste collection	1,996	-	1,996	109
Rent and rates	6,859	-	6,859	-
Equipment purchases	-	-	-	949
Professional fees - governance	-	-	-	<u>7,372</u>
Total resources expended	<u>102,155</u>	<u>41,000</u>	<u>143,155</u>	<u>62,806</u>
Net receipts in year	17,880	-	17,880	7,362
Cash funds last year end	<u>155,539</u>	<u>-</u>	<u>155,539</u>	<u>148,177</u>
Cash funds this year end	<u>173,419</u>	<u>-</u>	<u>173,419</u>	<u>155,539</u>

The notes on pages 15 to 17 form part of this Receipts and Payments Account

Approved by the Trustees on 10 August 2023


.....
Corinna Smart
Chair


.....
Philip Jones
Treasurer & Secretary

HOUNSLOW COMMUNITY FOODBOX

STATEMENT OF ASSETS AND LIABILITIES AS AT 31 MARCH 2023

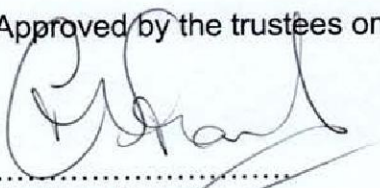
	2023 £	2022 £
Assets		
Cash at bank and in hand	173,419	155,539
Balance held by Bankuet	568	1,956
	<u>174,977</u>	<u>157,495</u>
Unrestricted funds	174,997	157,495
Restricted funds	-	-
	<u>174,977</u> =====	<u>157,495</u> =====

Liabilities

There were no known liabilities as 31 March 2023 or 31 March 2022

This Statement of Assets and Liabilities is not a balance sheet. Only monetary assets and liabilities are disclosed. In particular, it does not include non-cash donations held, details of which are set out in note 2(c), or the purchase of equipment, including IT equipment, which is expensed in full in the year of acquisition.

Approved by the trustees on 10 August 2023


.....
Corinna Smart
Chair


.....
Philip Jones
Treasurer & Secretary

HOUNSLOW COMMUNITY FOODBOX

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2023

1. Basis of preparation

As permitted under section 133 of the Charities Act 2011 FoodBox trustees have elected to prepare Receipts and Payments Accounts for the year ended 31 March 2023 and a Statement of Assets and Liabilities as at 31 March 2023 instead of a statement of accounts under section 132(1) of the Charities Act 2011.

2. Accounting policies

The following accounting policies have been used consistently in dealing with items which are considered material in relation to the Receipts and Payments Account.

a) Going concern

The nature of FoodBox's funding is inherently uncertain as it is dependent on both non-cash and cash donations and grants. Should such funding from existing sources be reduced in future years FoodBox would have to find other sources of funding or significantly curtail its activities.

b) Incoming resources – cash donations and grants

Cash donations and grants are included in full in the Receipts and Payments Account as they are received.

c) Incoming resources – non-cash donations

Non-cash donations, principally food and some toiletries, are a substantial source of incoming resources for FoodBox but are not included in the Receipts and Payments Accounts. In the year ended 31 March 2023 around 73,000 (2022: 104,000) individual items (packets, jars, tins and etc.) of food and toiletries were donated. Stocks were not counted as at 31 March 2023 or 31 March 2022.

d) Resources expended

Expenditure is recorded in the Receipts and Payments Account only when paid. Expenditure that has been incurred but not paid as at the year end is noted as a liability in the Statement of Assets and Liabilities. Resources expended include VAT which cannot be recovered.

HOUNSLOW COMMUNITY FOODBOX

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2023

e) Taxation

Subject to agreement with HM Revenue and Customs, FoodBox is exempt from the payment of any taxes to the extent it is a registered charity and therefore is not liable for Income Tax or Corporation Tax on income derived from charitable activities. FoodBox does not have an obligation to register for VAT.

f) Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of FoodBox. Restricted funds are subjected to a restriction on the permissible expenditure imposed by the donor.

Charitable expenditure comprises those costs incurred by the FoodBox in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

g) Equipment

Purchases of equipment, including IT equipment, are expensed in full in the year of acquisition and are not disclosed as assets in the Statement of Assets and Liabilities.

HOUNSLOW COMMUNITY FOODBOX

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2023

3. Statement of Cash Funds

	Balance at 31 Mar 2022	Incoming Resources	Resources Expended	Balance at 31 Mar 2023
	£	£	£	£
Restricted Funds				
London Borough of Hounslow	-	36,000	(36,000)	-
Oshwal Association UK West - Shakti Centre		5,000	(5,000)	-
Unrestricted Funds	<u>155,539</u>	<u>120,035</u>	<u>(102,155)</u>	<u>173,419</u>
Total Funds as at 31 March	<u>155,539</u>	<u>161,035</u>	<u>(143,155)</u>	<u>173,419</u>

During the year the London Borough of Hounslow awarded FoodBox Household Support Fund Grants of £35,000 and Cllr Marina Sharma allocated her Neighbourhood Grant of £1,000 to FoodBox. The Household Support Fund Grants were used to help meet immediate needs of Hounslow residents by purchasing food which was a permissible expense. The Neighbourhood Grant was used to purchase gifts for residents who received Christmas Hampers in December 2022.

The Oshwal Association UK West – Shakti Centre donated £5,000 to FoodBox during the year. All funds were spent on vegetarian foods in accordance with their wishes.

4. Financial commitments

With effect from February 2022 FoodBox has occupied the Rose Community Centre under a licence from the London Borough of Hounslow with an annual rental of £5,500 per annum. The licence expired on 31 July 2023 and is currently being held over while the renewal is progressed. No changes to terms of the existing licence, which will be renewed for a further 18 months with effect from 1 August 2023, are expected.

5. Payments to trustees and connected persons

There were no payments to trustees or connected persons during the year.

HOUNSLOW COMMUNITY FOODBIX

England & Wales - Charity number 1170666

Accounts

HOUNSLOW COMMUNITY FOODBIX

A CHARITABLE INCORPORATED ORGANISATION

CHARITY REGISTRATION NO. 1170666

**ANNUAL REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2022**



**A CHARITABLE INCORPORATED ORGANISATION
(CHARITY NO. 1170666)**

**ANNUAL REPORT
FOR THE YEAR ENDED 31 MARCH 2022**

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Independent Examiner's report	11
Receipts and Payments Account	12
Statement of Assets and Liabilities	13
Notes to the Accounts	14 - 16

**TRUSTEES' REPORT
YEAR ENDED 31 MARCH 2022**

Status	Hounslow Community Foodbox ("FoodBox") has charitable status and is a Charitable Incorporated Organisation ("CIO").
Charity registration number	1170666
Trustees	<p>The trustees who served during the year ended 31 March 2022 were:</p> <p>Corinna Smart (Chair) Cllr Edwin Guy Lambert (Vice Chair) Alex Cole (resigned 4 June 2021) Howard Dawson (appointed 17 January 2022) Sarah Gardner Philip Jones (Treasurer & Secretary) Katie Lancaster (resigned 3 September 2021) Kathleen Richardson (resigned 28 June 2021)</p>
Patron	Steve Curran, formerly Leader of the London Borough of Hounslow Council
Governing document	As a Charitable Incorporated Organisation whose only voting members are its charity trustees FoodBox adopted the "Foundation" model constitution when entered on the Register of Charities on 9 December 2016. The charity's constitution was last amended on 28 August 2019.

HOUNSLOW COMMUNITY FOODBOX

TRUSTEES' REPORT YEAR ENDED 31 MARCH 2022

Objects

FoodBox's constitution sets out its objects as the relief of financial hardship amongst people in the London Borough of Hounslow and the surrounding area or in other parts of the United Kingdom in such ways as the trustees from time-to-time think fit, in particular, but not exclusively by:

- a) providing emergency food, essential toiletries, and household items to individuals and families in need and/or for distribution by charities or other organisations working to prevent or relieve poverty.
- b) such other means, including (but not limited to) the provision of support or signposting to relevant information and other advisory services.

Principal offices

For correspondence
Brickfield Community Centre
Brickfield Close
Brentford
TW88JN

For food parcel collections and donations
Rose Community Centre
Hawthorn Road
Brentford
TW88NT

Website

<https://hounslowfoodbox.org.uk/>



@HounslowFoodBox

Independent examiner

Paul Ng
Flat 68 Ranton House
1b Commerce Road
Brentford
TW8 8FU

HOUNSLOW COMMUNITY FOODBOX

TRUSTEES' REPORT YEAR ENDED 31 MARCH 2022

The trustees of FoodBox present their report and the Receipts and Payments Account for the year ending 31 March 2022 and Statement of Assets and Liabilities as at 31 March 2022.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Hounslow Community Foodbox is a registered charity. It was constituted as a Charitable Incorporated Organisation on 9 December 2016, and is therefore governed by its Constitution which was last amended on 28 August 2019.

There should be a minimum of four trustees and a maximum of twelve. In selecting individuals for appointment the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the charity. Trustees, other than the first trustees, are elected for a term of three years by a resolution passed at a properly convened meeting of the trustees. A retiring trustee is eligible for reappointment. A charity trustee who has served three consecutive terms may not be reappointed for a fourth consecutive term but may be reappointed after an interval of at least one year.

FoodBox shall have the following officers, who will be appointed by a decision of the trustees:

- Chair
- Vice Chair
- Secretary
- Treasurer

The trustees and officers who served during the year are listed on page 3.

An Independent Advisor, Oonah Lacey, provides support to the trustees and volunteers. During the year there were around 100 active volunteers who provided the frontline services.

All volunteers, the Independent Advisor and trustees provided their services on a voluntary basis and were only reimbursed for relevant expenses that have been incurred.

For beneficiaries to access emergency food and support they obtain a referral voucher provided by a professional registered Referral Partner. FoodBox has more than 75 active Referral Partner organisations.

HOUNSLOW COMMUNITY FOODBOX

TRUSTEES' REPORT YEAR ENDED 31 MARCH 2022

CHARITY GOVERNANCE CODE

The trustees aspire to best practice in governance and in 2021 commissioned an independent review to ensure FoodBox was sustainable as an independent charity. A key decision following the review was to adopt the Charity Governance Code applicable to smaller charities.

Independent assessments of compliance with the principles set out in the Code have been carried out and actions plans were put in place to address gaps. By October 2022 the trustees considered that although FoodBox was in broad compliance with the Code the trustee board still needs to be strengthened by filling skills gaps and until this is achieved full compliance cannot be achieved.

MAIN ACTIVITIES UNDERTAKEN FOR THE PUBLIC BENEFIT

FoodBox operates from the Brickfield Community Centre and Rose Community Centre in Brentford and provides emergency food parcels to residents in the London Borough of Hounslow. The Rose Community Centre is open 5 days a week Tuesday to Friday between 10am and 1pm and Saturday between 10am and 12pm.

FoodBox aims to give emergency food parcels to people in crisis who are referred by professional registered Referral Partners. These include Council officers in the Community Solutions team, housing and social services and officials at the Jobcentre Plus. Other partners include housing associations, Citizen Advice Bureau, health professionals, schools and other charities.

Beneficiaries receive emergency supplies of food and other necessities, such as toiletries, for themselves and family dependents. Emergency food includes non-perishable items supplemented with fresh and frozen food. Local businesses and individuals, community and religious organisations donate most supplies of food. Without their support FoodBox would not be able to satisfy the needs of beneficiaries. The level of referrals also means that FoodBox will buy food when necessary. Vegetables grown in the FoodBox garden and added to food parcels.

The trustees have regard to the guidance issued by the Charity Commission on public benefit and consider that the work of FoodBox fully meets the requirements

HOUNSLOW COMMUNITY FOODBOX

TRUSTEES' REPORT YEAR ENDED 31 MARCH 2022

REVIEW OF THE YEAR

The principal achievement of FoodBox in the financial year was to provide emergency food parcels for five days a week supporting 8,400 adults and children (2021: 9,700) in the London Borough of Hounslow. This compares to 2,000 adults and children supported in the year to March 2020.

FoodBox volunteers continue to deliver food parcels to those who were unable to collect for health, mobility, and financial reasons. More than 80% of food parcels were delivered in the year to March 2022.

FoodBox collaborated with Sara Ward of Hen Corner and Brentford Together to provide 6 on-line cooking classes in the year to March 2022. Residents who took part received recipe kits delivered by FoodBox volunteers with all the necessary ingredients on the day of the classes and cooked meals in their own kitchens under Sara's guidance. Around 5 families joined each class. The classes have continued on a monthly basis since the year end and are much enjoyed by those who attend.

FoodBox has only been able to fulfil so many referrals due to the wonderful generous response of our community which has been truly heart-warming. Our existing team of volunteers has grown by many wishing to help those less fortunate by donating their time during the crisis. Individuals, entire streets and apartment blocks, schools, community and religious organisations and businesses have collected and donated food and toiletries to help meet continuing referrals or to make a financial donation. The trustees would like to thank everyone. Without the continuing support of our community FoodBox would not be able to help so many.

HOUNSLOW COMMUNITY FOODBOX

TRUSTEES' REPORT YEAR ENDED 31 MARCH 2022

FUTURE PLANS

FoodBox will continue to make a positive difference to the lives of many adults and children in Hounslow principally by providing food parcels to those in need. We will work with our supporters and volunteers to ensure that we can always meet the demands placed on FoodBox. These are uncertain times for many in our community who will struggle with food insecurity as food, fuel and general inflation impact their daily lives.

The trustees have agreed a short-term plan to 31 March 2023 that focuses on improving the service to people we support, developing our volunteer offer, greater engagement with referral partners and people that support us and improving our operations including the introduction of an online referral system.

HOUNSLOW COMMUNITY FOODBOX

TRUSTEES' REPORT YEAR ENDED 31 MARCH 2022

FINANCIAL REVIEW

Total income for the year ended 31 March 2022 was £70,168 (2021: £168,708) comprising cash donations of £60,156, grants of £10,000 which could only be used for restricted purposes and interest.

Total expenses for the year ended 31 March 2022 were £62,806 (2021: £47,135) of which £22,078 were the use of restricted funds.

Cash balances as at 31 March 2022 were £155,539, all of which represented unrestricted funds.

Non-cash donations, principally food and some toiletries, are a substantial source of incoming resources for FoodBox but are not included in the Receipts and Payments Accounts. In the year ended 31 March 2022 more than 104,000 individual items (packets, jars, tins and etc.) of food were donated (2021: 160,000 individual items). Stocks were not counted as at 31 March 2022 or 31 March 2021.

RESERVES POLICY

FoodBox aims to maintain minimum unrestricted cash reserves of £20,000 to enable core activities to continue without interruption over the short-term in an emergency such as increased demand for food parcels outstripping cash and food donations.

HOUNSLOW COMMUNITY FOODBOX

TRUSTEES' REPORT YEAR ENDED 31 MARCH 2022

RESPONSIBILITIES OF THE TRUSTEES FOR THE RECEIPTS AND PAYMENTS ACCOUNT AND STATEMENT OF ASSETS AND LIABILITIES

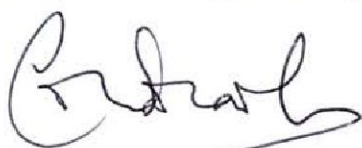
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As permitted under section 133 of the Charities Act 2011 the trustees have elected to prepare a Receipts and Payments Account for the year ended 31 March 2022 and a Statement of Assets and Liabilities as at 31 March 2022 instead of a statement of accounts under section 132(1) of the Charities Act 2011. The Receipts and Payments Account and Statement of Assets and Liabilities has been reviewed by an independent examiner.

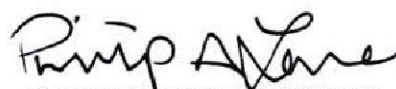
The trustees are also responsible for safeguarding the assets of FoodBox and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are also responsible for the contents of the Trustees' Report, and the responsibility of the independent examiner in relation to the Trustees' Report is limited to examining the report and ensuring that, on the face of the report, there are no inconsistencies with the figures disclosed in the Receipts and Payments Account and Statement of Assets and Liabilities.

This report was approved by the Trustees on 25 October 2022.



.....
Corinna Smart
Chair



.....
Philip Jones
Treasurer & Secretary

HOUNSLOW COMMUNITY FOODBOX

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF HOUNSLOW COMMUNITY FOODBOX

Independent examiner's report to the trustees of Hounslow Community FoodBox

I report to the trustees on my examination of the Receipts and Payments Account for the year ended 31 March 2022 and Statement of Assets and Liabilities as at 31 March 2022 (the accounts) of Hounslow Community FoodBox (FoodBox).

Responsibilities and basis of report

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

I report in respect of my examination of FoodBox's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination of the accounts on pages 12 to 16. I confirm that no material 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 FoodBox as required by section 130 of the Act; or
2. the accounts do not accord with those records.
3. the accounts did not comply with the applicable requirements concerning the 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.



Paul Ng
Flat 68 Ranton House
1b Commerce Road
Brentford
TW8 8FU

25 October 2022

HOUNSLOW COMMUNITY FOODBBOX

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 MARCH 2022

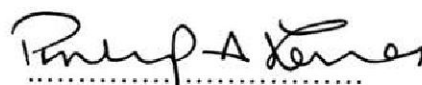
	Unrestricted Funds	Restricted Funds	Year ended 31 March 2022	Year ended 31 March 2021
	£	£	£	£
Receipts				
Donations	60,156	-	60,156	134,941
Interest	12		12	12
Grants	-	10,000	10,000	33,755
Total incoming resources	<u>60,168</u>	<u>10,000</u>	<u>70,168</u>	<u>168,708</u>
Payments				
Telephone	1,031	-	1,031	1,238
Volunteer travel and other related expenses	376	-	376	5,243
IT expenses	1,287	-	1,287	1,280
IT development and related expenses	-	-	-	8,500
Food	19,191	22,078	41,269	18,243
Insurance	734	-	734	662
Storage	1,584	-	1,584	536
Office supplies, PPE	8,204	-	8,204	6,624
Promotional expenses	-	-	-	1,957
Equipment purchases	949	-	949	2,852
Professional fees - governance	7,372	-	7,372	-
Total resources expended	<u>40,728</u>	<u>22,078</u>	<u>62,806</u>	<u>47,135</u>
Net receipts in year	19,440	(12,078)	7,362	121,573
Cash funds last year end	<u>136,099</u>	<u>12,078</u>	<u>148,177</u>	<u>26,604</u>
Cash funds this year end	<u>155,539</u>	<u>0</u>	<u>155,539</u>	<u>148,177</u>

The notes on pages 14 to 16 form part of this Receipts and Payments Account

Approved by the Trustees on 25 October 2022



Corinna Smart
Chair



Philip Jones
Treasurer & Secretary

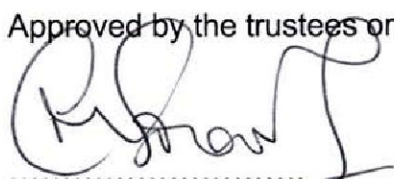
HOUNSLOW COMMUNITY FOODBOX

STATEMENT OF ASSETS AND LIABILITIES AS AT 31 MARCH 2022

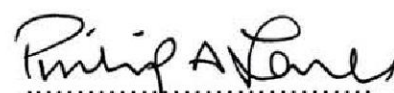
	2022 £	2021 £
Assets		
Cash at bank and in hand	155,539	148,177
Balance held by Bankuet	1,956	2,321
	<u>157,495</u>	<u>150,498</u>
Unrestricted funds	157,495	138,420
Restricted funds	-	12,078
	<u>157,495</u> =====	<u>150,498</u> =====
Liabilities		
Applicable to unrestricted funds:		
Access Improvement project	-	2,083
Applicable to restricted funds:		
Access Improvement project	-	2,078
	<u>-</u> =====	<u>4,161</u> =====

This Statement of Assets and Liabilities is not a balance sheet. Only monetary assets and liabilities are disclosed. In particular it does not include non-cash donations held, details of which are set out in note 2(c), or the purchase of equipment, including IT equipment, which is expensed in full in the year of acquisition.

Approved by the trustees on 25 October 2022



Corinna Smart
Chair



Philip Jones
Treasurer & Secretary

HOUNSLOW COMMUNITY FOODBBOX

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

1. Basis of preparation

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The nature of FoodBox's funding is inherently uncertain as it is dependent on both non-cash and cash donations and grants. Should such funding from existing sources be reduced in future years FoodBox would have to find other sources of funding or significantly curtail its activities.

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Cash donations and grants are included in full in the Receipts and Payments Account as they are received.

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Non-cash donations, principally food and some toiletries, are a substantial source of incoming resources for FoodBox but are not included in the Receipts and Payments Accounts. In the year ended 31 March 2022 more than 104,000 individual items (packets, jars, tins and etc.) of food and toiletries were donated. Stocks were not counted as at 31 March 2022 or 31 March 2021.

d) Resources expended

Expenditure is recorded in the Receipts and Payments Account only when paid. Expenditure that has been incurred but not paid as at the year end is noted as a liability in the Statement of Assets and Liabilities. Resources expended include VAT which cannot be recovered.

HOUNSLOW COMMUNITY FOODBOX

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

e) Taxation

Subject to agreement with HM Revenue and Customs, FoodBox is exempt from the payment of any taxes to the extent it is a registered charity and therefore is not liable for Income Tax or Corporation Tax on income derived from charitable activities. FoodBox does not have an obligation to register for VAT.

f) Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of FoodBox. Restricted funds are subjected to a restriction on the permissible expenditure imposed by the donor.

Charitable expenditure comprises those costs incurred by the FoodBox in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

g) Equipment

Purchases of equipment, including IT equipment, are expensed in full in the year of acquisition and are not disclosed as assets in the Statement of Assets and Liabilities.

HOUNSLOW COMMUNITY FOODBBOX

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

3. Statement of Cash Funds

	Balance at 31 Mar 2021	Incoming Resources	Resources Expended	Balance at 31 Mar 2022
	£	£	£	£
Restricted Funds				
London Borough of Hounslow	12,078	10,000	(22,078)	-
Unrestricted Funds	<u>136,099</u>	<u>60,168</u>	<u>(40,728)</u>	<u>155,539</u>
Total Funds as at 31 March	<u>148,177</u>	<u>70,168</u>	<u>(62,806)</u>	<u>155,539</u>

During the year the London Borough of Hounslow awarded FoodBox a Household Response Fund Grant of £10,000. This and the balances of previously awarded grants were used to help meet immediate needs of Hounslow residents by purchasing food which was a permissible expense.

4. Payments to trustees and connected persons

There were no payments to trustees or connected persons during the year.

HOUNSLOW COMMUNITY FOODBIX

England & Wales - Charity number 1170666

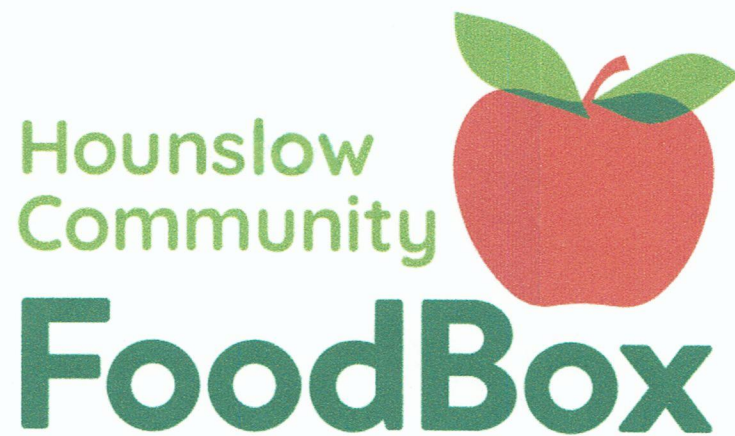
Accounts

HOUNSLOW COMMUNITY FOODBOX

A CHARITABLE INCORPORATED ORGANISATION

CHARITY REGISTRATION NO. 1170666

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



**A CHARITABLE INCORPORATED ORGANISATION
(CHARITY NO. 1170666)**

**ANNUAL REPORT
FOR THE YEAR ENDED 31 MARCH 2021**

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**TRUSTEES' REPORT
YEAR ENDED 31 MARCH 2021**

Status	Hounslow Community Foodbox ("FoodBox") has charitable status and is a Charitable Incorporated Organisation ("CIO").
Charity registration number	1170666
Trustees	<p>The trustees during the year ended 31 March 2021 were:</p> <p>Cllr Corinna Smart (Chair) Cllr Edwin Guy Lambert (Vice Chair) Alex Cole Sarah Gardner Hannah Jackson-McCamley (appointed 27 October 2020, resigned 11 December 2020) Philip Jones (Treasurer & Secretary) Katie Lancaster (appointed 7 May 2020) Kathleen Richardson</p> <p>Subsequent to the year end Alex Cole resigned with effect from 4 June 2021, Kathleen Richardson resigned with effect from 28 June 2021 and Katie Lancaster resigned with effect from 3 September 2021.</p>
Patron	Cllr Steve Curran, Leader of the London Borough of Hounslow Council
Governing document	As a Charitable Incorporated Organisation whose only voting members are its charity trustees the Hounslow Community Foodbox substantially adopted the "Foundation" model constitution when entered on the Register of Charities on 9 December 2016. The charity's constitution was last amended on 28 August 2019.

HOUNSLOW COMMUNITY FOODBOX

TRUSTEES' REPORT YEAR ENDED 31 MARCH 2021

Objects

FoodBox's constitution sets out its objects as the relief of financial hardship amongst people in the London Borough of Hounslow and the surrounding area or in other parts of the United Kingdom in such ways as the trustees from time-to-time think fit, in particular, but not exclusively by:

- a) providing emergency food, essential toiletries, and household items to individuals and families in need and/or for distribution by charities or other organisations working to prevent or relieve poverty.
- b) such other means, including (but not limited to) the provision of support or signposting to relevant information and other advisory services.

Principal offices

For correspondence
Brickfield Community Centre
Brickfield Close
Brentford
TW88JN

For food parcel collections and donations
Rose Community Centre
Hawthorn Road
Brentford
TW88NT

Website

<https://hounslowfoodbox.org.uk/>



@HounslowFoodBox

Independent examiner

Paul Ng
Apartment 202 Jantzen House
Ealing Road
Brentford
TW8 0GF

HOUNSLOW COMMUNITY FOODBOX

TRUSTEES' REPORT YEAR ENDED 31 MARCH 2021

The trustees of the FoodBox present their report and the Receipts and Payments Account for the year ending 31 March 2021 and Statement of Assets and Liabilities as at 31 March 2021.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Hounslow Community Foodbox is a registered charity. It was constituted as a Charitable Incorporated Organisation on 9 December 2016, and is therefore governed by its Constitution which was last amended on 28 August 2019.

There should be a minimum of four trustees and a maximum of twelve. In selecting individuals for appointment the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the charity. Trustees, other than the first trustees, are elected for a term of three years by a resolution passed at a properly convened meeting of the trustees. A retiring trustee is eligible for reappointment. A charity trustee who has served three consecutive terms may not be reappointed for a fourth consecutive term but may be reappointed after an interval of at least one year.

FoodBox shall have the following officers, which will be appointed by decision of the trustees:

- Chair
- Vice Chair
- Secretary
- Treasurer

The trustees and officers who served during the year are listed on page 3.

An Independent Advisor, Oonah Lacey, provides support to the trustees and volunteers. During the year there were around 100 active volunteers who provided the frontline services.

All volunteers, the Independent Advisor and trustees provided their services on a voluntary basis and were only reimbursed for relevant expenses that have been incurred.

For beneficiaries to access emergency food and support they obtain a referral voucher provided by a professional registered Referral Partner. FoodBox has more than 75 active Referral Partner organisations.

Since 31 March 2021 the trustees have adopted the Charity Commission Governance Code applicable to smaller charities and will report how FoodBox is using the Code in the 2022 Annual Report.

HOUNSLOW COMMUNITY FOODBOX

TRUSTEES' REPORT YEAR ENDED 31 MARCH 2021

MAIN ACTIVITIES UNDERTAKEN FOR THE PUBLIC BENEFIT

FoodBox operates from the Brickfield Community Centre and Rose Community Centre in Brentford and provides food parcels to residents in the London Borough of Hounslow. The Rose Community Centre is open 5 days a week Tuesday to Friday between 10am and 1pm and Saturday between 10am and 12pm.

FoodBox aims to give seven days nutritionally-balanced food to people in crisis who are referred by professional registered Referral Partners. These include Council officers in the Community Solutions team, housing and social services and officials at the Jobcentre Plus. Other partners include housing associations, Citizen Advice Bureau, health professionals, schools and other charities.

Beneficiaries receive emergency supplies of food and other necessities, such as toiletries, for themselves and family dependents. Emergency food includes non-perishable items supplemented with fresh and frozen food. Local businesses and individuals, community and religious organisations donate most supplies of food. Without their support FoodBox would not be able to satisfy the needs of beneficiaries. The level of referrals also means that FoodBox will buy food when necessary. Vegetables are grown in the FoodBox garden.

The trustees have regard to the guidance issued by the Charity Commission on public benefit and consider that the work of FoodBox fully meets the requirements.

REVIEW OF THE YEAR

The principal achievement of FoodBox in the financial year was to provide seven-day emergency food parcels for five days a week supporting 9,700 adults and children (2020: 2,000) in the London Borough of Hounslow, an increase of more than 380%.

With the dramatic increase in referrals during the pandemic FoodBox took on larger premises in April 2020, the Rose Community Centre. At start of lockdown at end of March 2020 FoodBox volunteers began to deliver all food parcels to those individuals and families referred to us. Even after lockdown restrictions were eased FoodBox volunteers continued to deliver food parcels to those who were unable to collect for health, mobility, and financial reasons.

HOUNSLOW COMMUNITY FOODBOX

TRUSTEES' REPORT YEAR ENDED 31 MARCH 2021

REVIEW OF THE YEAR (continued)

By the end of September 2021 6,500 food parcels supporting more than 13,000 adults and children have been provided during since the start of the pandemic in March 2020. That's food for more than a quarter of a million meals. FoodBox has only been able to fulfil so many referrals due to the wonderful generous response of our community which has been truly heart-warming. Our existing team of volunteers has grown by many wishing to help those less fortunate by donating their time during the crisis. Individuals, entire streets and apartment blocks, schools, community and religious organisations and businesses have collected and donated food and toiletries to help meet continuing referrals or to make a financial donation. The trustees would like to thank everyone. Without the continuing support FoodBox of our community would not be able to help so many.

During the pandemic FoodBox has continued to maintain and develop close relationships with local schools and a range of voluntary, religious and community groups, and businesses was delighted to be awarded Volunteering Organisation of 2020 by the University of West London.

A new website was launched during the year. There will be further development to provide a portal for referral partners to submit referrals for food parcels online.

FUTURE PLANS

FoodBox will continue to make a positive difference to the lives of many adults and children in Hounslow principally by providing food parcels to those in need. We will work with our supporters and volunteers to ensure that we can always meet the demands placed on FoodBox. These are uncertain times for many in our community who will struggle even as the wider economy starts to recover.

The trustees are in the process of agreeing a strategic plan and, to support its main objectives, are looking for new trustees to join and strengthen the existing Board. The plan will address how FoodBox can contribute to achieving the Council's Food Action Plan, in particular, how to alleviate food insecurity in Hounslow, improve access to affordable and healthy food and support the most vulnerable.

HOUNSLOW COMMUNITY FOODBOX

TRUSTEES' REPORT YEAR ENDED 31 MARCH 2021

FINANCIAL REVIEW

Total income for the year ended 31 March 2021 was £168,708 (2020: £17,729) comprising cash donations of £134,941, grants of £33,755 which could only be used for restricted purposes and interest.

Total expenses for the year ended 31 March 2021 were £47,135 (2020: £16,325) of which £26,955 were the use of restricted funds.

Cash balances as at 31 March 2021 were £148,177 of which £139,099 represented unrestricted funds and £12,078 restricted funds.

Non-cash donations, principally food and some toiletries, are a substantial source of incoming resources for FoodBox but are not included in the Receipts and Payments Accounts. In the year ended 31 March 2021 more than 160,000 individual items (packets, jars, tins and etc.) of food were donated (2020: 38,000 individual items). Stocks were not counted as at 31 March 2021 or 31 March 2020.

RESERVES POLICY

FoodBox aims to maintain minimum unrestricted cash reserves of £20,000 to enable core activities to continue without interruption over the short-term in an emergency such as increased demand for food parcels outstripping food donations. This reserve was increased from £5,000 on 27 October 2020 to reflect the impact of the substantial increase in referrals during the pandemic.

HOUNSLOW COMMUNITY FOODBOX

TRUSTEES' REPORT YEAR ENDED 31 MARCH 2021

RESPONSIBILITIES OF THE TRUSTEES FOR THE RECEIPTS AND PAYMENTS ACCOUNT AND STATEMENT OF ASSETS AND LIABILITIES

The trustees of FoodBox have a duty to maintain accounting records as set out in section 130 of the Charities Act 2011. The accounting records kept must be sufficient to show and explain all the FoodBox's transactions and disclose at any time, with reasonable accuracy, the financial position of the FoodBox at that time.

As permitted under section 133 of the Charities Act 2011 the FoodBox trustees have elected to prepare a Receipts and Payments Account for the year ended 31 March 2021 and a Statement of Assets and Liabilities as at 31 March 2021 instead of a statement of accounts under section 132(1) of the Charities Act 2011. The trustees have also elected for the Receipts and Payments Account and Statement of Assets and Liabilities to be reviewed by an independent examiner.

The trustees are also responsible for safeguarding the assets of the FoodBox and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are also responsible for the contents of the Trustees' Report, and the responsibility of the independent examiner in relation to the Trustees' Report is limited to examining the report and ensuring that, on the face of the report, there are no inconsistencies with the figures disclosed in the Receipts and Payments Account and Statement of Assets and Liabilities.

This report was approved by the Trustees on 27 October 2021.



.....
Cllr Corinna Smart
Chair



.....
Cllr Edwin Guy Lambert
Vice Chair

HOUNSLOW COMMUNITY FOODBOX

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF HOUNSLOW COMMUNITY FOODBOX

Independent examiner's report to the trustees of Hounslow Community FoodBox

I report to the trustees on my examination of the Receipts and Payments Account for the year ended 31 March 2021 and Statement of Assets and Liabilities as at 31 March 2021 (the accounts) of Hounslow Community FoodBox (FoodBox).

Responsibilities and basis of report

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

I report in respect of my examination of FoodBox's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination of the accounts on pages 11 to 15. I confirm that no material 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 FoodBox as required by section 130 of the Act; or
2. the accounts do not accord with those records.
3. the accounts did not comply with the applicable requirements concerning the 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.


Paul Ng
Apartment 202 Jantzen House
Ealing Road
Brentford
TW8 0GF

27 October 2021

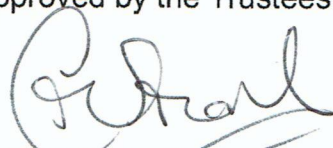
HOUNSLOW COMMUNITY FOODBOX

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 MARCH 2021

	Unrestricted Funds	Restricted Funds	Year ended 31 March 2021	Year ended 31 March 2020
	£	£	£	£
Receipts				
Donations	134,941	-	134,941	17,728
Interest	12		12	1
Grants	<u>-</u>	<u>33,755</u>	<u>33,755</u>	<u>-</u>
Total incoming resources	<u>134,953</u>	<u>33,755</u>	<u>168,708</u>	<u>17,729</u>
Payments				
Telephone	1,238	-	1,238	589
Volunteer travel and other expenses	1,435	3,056	4,491	5,941
IT expenses	1,280	-	1,280	245
IT development and related expenses	3,334	5,166	8,500	-
Food	346	15,576	15,922	301
Net funds held by Bankuet	2,321	-	2,321	-
Insurance	662	-	662	455
DBS checks	752	-	752	846
Storage	536	-	536	752
Office supplies, PPE	6,624	-	6,624	1,274
Promotional expenses	168	1,789	1,957	-
Equipment purchases	1,484	1,368	2,852	-
Access improvement	-	-	-	5,922
Total resources expended	<u>20,180</u>	<u>26,955</u>	<u>47,135</u>	<u>16,325</u>
Net receipts in year	114,773	6,800	121,573	1,404
Cash funds last year end	<u>21,326</u>	<u>5,278</u>	<u>26,604</u>	<u>25,200</u>
Cash funds this year end	<u>136,099</u>	<u>12,078</u>	<u>148,177</u>	<u>26,604</u>

The notes on pages 13 to 15 form part of this Receipts and Payments Account

Approved by the Trustees on 27 October 2021



.....
Cllr Corinna Smart
Chair



.....
Cllr Edwin Guy Lambert
Vice Chair

HOUNSLOW COMMUNITY FOODBOX

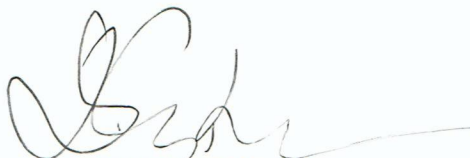
STATEMENT OF ASSETS AND LIABILITIES AS AT 31 MARCH 2021

	2021 £	2020 £
Assets		
Cash at bank and in hand	148,177	26,604
Balance held by Bankuet	2,321	-
	<u>150,498</u>	<u>26,604</u>
Unrestricted funds	138,420	21,326
Restricted funds	12,078	5,278
	<u>150,498</u> =====	<u>26,604</u> =====
Liabilities		
Applicable to unrestricted funds:		
Access Improvement project	2,083	2,083
Applicable to restricted funds:		
Access Improvement project	2,078	2,078
	<u>4,161</u> =====	<u>4,161</u> =====

This Statement of Assets and Liabilities is not a balance sheet. Only monetary assets and liabilities are disclosed. In particular it does not include non-cash donations held, details of which are set out in note 2(c), or the purchase of equipment, including IT equipment, which is expensed in full in the year of acquisition.

Approved by the trustees on 27 October 2021


.....
Cllr Corinna Smart
Chair


.....
Cllr Edwin Guy Lambert
Vice Chair

HOUNSLOW COMMUNITY FOODBBOX

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021

1. Basis of preparation

As permitted under section 133 of the Charities Act 2011 FoodBox trustees have elected to prepare Receipts and Payments Accounts for the year ended 31 March 2021 and a Statement of Assets and Liabilities as at 31 March 2021 instead of a statement of accounts under section 132(1) of the Charities Act 2011.

2. Accounting policies

The following accounting policies have been used consistently in dealing with items which are considered material in relation to the Receipts and Payments Account.

a) Going concern

The nature of FoodBox's funding is inherently uncertain as it is dependent on both non-cash and cash donations and grants. Should such funding from existing sources be reduced in future years the FoodBox would have to find other sources of funding or significantly curtail its activities.

b) Incoming resources – cash donations and grants

Cash donations and grants are included in full in the Receipts and Payments Account as they are received.

c) Incoming resources – non-cash donations

Non-cash donations of food and toiletries are a significant source of incoming resources of the FoodBox. Non-cash items are not included in the Receipts and Payments Account.

Non-cash donations, principally food and some toiletries, are a substantial source of incoming resources for FoodBox but are not included in the Receipts and Payments Accounts. In the year ended 31 March 2021 more than 160,000 individual items (packets, jars, tins and etc.) of food and toiletries were donated. Stocks were not counted as at 31 March 2021 or 31 March 2020.

d) Resources expended

Expenditure is recorded in the Receipts and Payments Account only when paid. Expenditure that has been incurred but not paid as at the year end is noted as a liability in the Statement of Assets and Liabilities. Resources expended include VAT which cannot be recovered.

HOUNSLOW COMMUNITY FOODBOX

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021

e) Taxation

Subject to agreement with HM Revenue and Customs, FoodBox is exempt from the payment of any taxes to the extent it is a registered charity and therefore is not liable for Income Tax or Corporation Tax on income derived from charitable activities. FoodBox does not have an obligation to register for VAT.

f) Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of FoodBox. Restricted funds are subjected to restriction on the expenditure imposed by the donor.

Charitable expenditure comprises those costs incurred by the FoodBox in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

g) Equipment

Purchases of equipment, including IT equipment, are expensed in full in the year of acquisition and are not disclosed as assets in the Statement of Assets and Liabilities.

HOUNSLOW COMMUNITY FOODBOX

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021

3. Statement of Cash Funds

	Balance at 31 Mar 2020	Incoming Resources	Resources Expended	Balance at 31 Mar 2021
	£	£	£	£
Restricted Funds				
London Borough of Hounslow	2,078	30,000	(20,000)	12,078
Mayor of Hounslow 2014/15 PayPal	3,200	-	(3,200)	-
	-	3,755	(3,755)	-
Total Restricted Funds	<u>5,278</u>	<u>33,755</u>	<u>(26,955)</u>	<u>12,078</u>
Unrestricted Funds	<u>21,326</u>	<u>134,953</u>	<u>(20,180)</u>	<u>136,099</u>
Total Funds as at 31 March	<u>26,604</u>	<u>168,708</u>	<u>(47,135)</u>	<u>148,177</u>

During the year the London Borough of Hounslow awarded FoodBox £30,000 in Local Authority Emergency Assistance Grants. The grants were to be used to help meet immediate needs of Hounslow residents who were struggling to afford food. Permissible expenses included the cost of purchasing food and providing the service. The first grant of £20,000 was fully utilised in the year and the second grant of £10,000 received in March 2021 has been fully utilised since the year end. There remains a balance of £2,078 from 2018/19 grant for an Access Improvement Project at the Brickfield Community Centre which has been fully allocated to works carried out but not yet invoiced.

FoodBox received £3,200 from Cllr Corinna Smart's fundraising as Mayor of the London Borough of Hounslow in 2014/15 to be used to develop a new website. These funds were fully expensed in the year and the new website was launched in December 2020.

A grant was received from PayPal during the year to support promotional activities, including the development of the website, to reach those Hounslow residents who might be worried about how they are going to put food on the table. The grant was fully expensed during the year.

4. Payments to trustees and connected persons

There were no payments to trustees or connected persons during the year.