

HOUNSLOW COMMUNITY FOODBOK

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 FOODBBOX

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 FOODBBOX

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 FOODBOK

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 FOODBBOX

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 FOODBOK

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 FOODBBOX

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 FOODBOX

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 FOODBBOX

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 FOODBBOX

TRUSTEES' REPORT YEAR ENDED 31 MARCH 2025

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

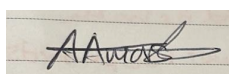
The trustees of FoodBox have a duty to maintain accounting records as set out in section 130 of the Charities Act 2011. The accounting records kept must be sufficient to show and explain all the FoodBox's transactions and disclose at any time, with reasonable accuracy, the financial position of the FoodBox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

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 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

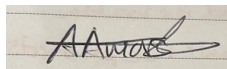
HOUNSLOW COMMUNITY FOODBOK

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

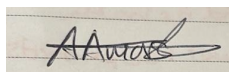
	2025 £	2024 £
Assets		
Cash at bank and in hand	128,514	168,183
Balance held by Bankuet	-	1,439
	<u>128,514</u>	<u>169,622</u>
 Unrestricted funds	 128,514	 149,622
Restricted funds	-	20,000
	<u>128,514</u> =====	<u>169,622</u> =====

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 FOODBBOX

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 FOODBBOX

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.