

Annual report

1 April 2020 – 31 March 2021



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Registered charity 1171092

The Roy Fletcher Centre
12-17 Cross Hill
Shrewsbury
Shropshire
SY1 1JE

Letter from Chair of Trustees

Dear friends

As we look back on a year that was like no other, the trustees are proud of the outstanding commitment of our volunteers and staff and their amazing work, to support our community.

Our food redistribution operation stopped 172 tonnes of good food from going to waste, twice the amount of the previous year. Expansion into chilled food was already planned, but we also took the strategic decision to source more fruit and veg in response to COVID. Our work reduced carbon emissions and saved our community partners, like the Shrewsbury Ark, 55% of their food budget. Food reached more than 700 families a week through Foodshares, where everyone is welcome to collect a few bags of food, spreading the food waste message and stretching budgets. Thanks to the support of our funders, we have been able to keep our COVID response work going for the whole year and will be able to maintain it for 2021/22.

Surplus food is useful, but it is not the solution to food poverty, so we also provided support across Shropshire through coordination of the Shropshire Food Poverty Alliance. Our strategic research and partnership working has allowed us to better understand the causes and potential solutions to food poverty in Shropshire's communities. In response to COVID we have worked hard to strengthen the county's crisis response. This included the support of food banks, by administering grants and sourcing 123 pallets of store cupboard food.

As we passed our milestone 5th birthday in April 2021, it became even clearer that food waste and food poverty are symptoms of bigger problems which need systemic change. A more efficient, sustainable and fair food system is needed for the future. We secured start-up funding for the Shropshire Good Food Partnership to provide an effective infrastructure within which we can collaborate for a sustainable food future.

Reducing food waste is one of the most effective ways to reduce greenhouse gas emissions. Going forward, Shrewsbury Food Hub will focus on the pressing emergency of climate change. It will continue to support the community through surplus food redistribution but will also strive to halve food waste in Shrewsbury and Shropshire. By April 2022, Shropshire Food Poverty Alliance and Shropshire Good Food Partnership will be operating as separate organisations, with Shrewsbury Food Hub as an active member of each.

We would like to thank our funders, suppliers, partners, volunteers and staff who enabled us to make a real difference, together, in this most challenging of years.

Andrew Howe
Chair of Trustees
January 2022

Andrew Howe, Chair of Trustees
with Tammy Bloodworth,
Manager



Streamlined vision for the future

2016 Redistribution

2018 Food Poverty Alliance

2020 COVID Response

2021 Food Partnership

**Streamlining to focus
on Food Waste**

Our vision is a community where no food is wasted.

Our mission is to redistribute surplus food and to promote food waste reduction in Shropshire for environmental and social good.



You do an incredible job of spreading kindness whilst saving the planet.

**The Shrewsbury
Ark**



Food Redistribution: Supporting our town through COVID



During the lockdown period the Food Hub volunteers continued to collect and distribute food. We saw the need for extra support for some of the vulnerable and disadvantaged families in our school community and asked for help. The Food Hub provided food to allow my small team of volunteers to distribute food packages to families who were either self-isolating or who found accessing shops very difficult due to lockdown restrictions alongside financial challenges. The delivery of these food packages gave us an opportunity to 'touch base' with these families and feedback from local community leaders confirmed that it was appreciated and provided quite a lifeline. Without the endless support from the Food Hub volunteers, this would not have been possible.

Martin Wilson School

We exceeded our 5 Strategic Targets to respond to the pandemic

1

Develop safe operational processes for COVID.



In place and regularly reviewed.

2

Recruit, train and support new volunteers.



Recruited, trained and supported 44 new volunteers.

3

Rebuild our redistribution network to support the most vulnerable, (supporting 20 organisations).



Supported 36 partner groups including 9 schools and 7 new or reopened Foodshares.

4

Increase surplus food supply from 1 to 2 tonnes per week.



Moved from 5 to 7 day a week operation.
Secured additional supply from FareShare Birmingham.
Averaged 3.3 tonnes per week.

5

Develop a strategy to increase Shrewsbury's food resilience.



Consultation with network of 43 groups.
Regular communications set up. New signposting leaflet, new Foodshare partners identified.



More fruit and veg

As part of our strategic COVID response we secured funding to buy in 52 tonnes of surplus fruit and veg from FareShare Birmingham who can access food from national suppliers. This source of food enabled us to provide a more consistent supply of food for our 25 partner community groups and 11 foodshares.

More Foodshare tables

Foodshare tables came into their own this year. These are community centres and churches where people can collect a few bags of food to stop it going to waste on a Pay-as-You-Feel basis. Last year we supported 5 Foodshare tables with food. As COVID hit, 3 of these closed, as their volunteers were shielding. Our team supported the closed ones to restart, recruiting new volunteers and operating in their carparks. By the end of the year, we had established a total of 11 Foodshares. These created new outlets for food, as many of our partner groups were closed, but also to help people stretch their budgets.



"When most agencies stopped their service during COVID lockdown the Food Hub team of volunteers continued their services not only to many people within the community but also dispersing food across hotels where people were brought in off the streets."

The Shrewsbury Ark

What Foodshare Users Say:

“

"Made a lovely curry with the okra, mushrooms and onions with cauliflower rice. Helping stop good food going to waste."

"I have not earned money for 9 months and this food will see me through to the weekend."

"Each week I bring an extra 2 bags to take food to my neighbours who have become single parents. This makes the Saturday morning experience worthwhile."

"Made the flapjack mix today with added choc and cranberries – lovely!"

”

Food Redistribution: Volunteer-powered Food Rescue



The way in which our volunteers and staff coped with the challenges of the pandemic was remarkable.

Our 123 volunteers provided 11,300 hours of service, with 44 new volunteers joining to cover for those who were shielding and everyone learning new procedures to keep the operation safe.

Volunteers collected, sorted and delivered food 7 days a week. They checked and labelled it to make sure it was safe. They masterminded our depot move. They staffed Foodshares to support our partners. They made regular calls to check on partners' needs, fundraised and helped develop operational procedures.

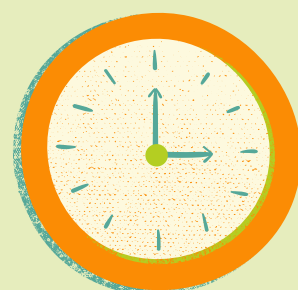
In addition, 5 specialist volunteer advisors supported on food safety, carbon reduction, technology, systems and organisational development. Our 5 volunteer trustees worked on governance, accounting, fundraising and strategy.



123 Volunteers



11,300 hours of service



Food Redistribution: Volunteer-powered Food Rescue

Why our volunteers give their time



My main reasons for volunteering are to help prevent a huge amount of food from going to waste, help in the fight against climate change and to contribute to my local community. The Food Hub has increased my network and has given me plenty of opportunities to increase my employability. The Food Hub is a fantastic place to volunteer, everyone is so lovely and welcoming. Volunteering is always a great start to my day! **Olivia**

Why do I do it? Oh a thousand reasons! To explore the town, to avoid the guilt of the food going to landfill, to enjoy working with the team. It's always a gamble what you are going to get, but always exciting. It might be 30 crates of fruit, strawberries, avocados, carrots etc one day or just a few baskets of bread the next. I meet so many lovely, really kind people who are giving their all, in the supermarkets and schools and hospice kitchens and community meeting halls and churches. **Simon**

I volunteer at the Hub because I feel strongly about the amount of food that is wasted in our country and want to do my little bit to reduce that wastage. I enjoy working with the other members of the team, all congenial people with varied backgrounds. I like that people go out of their way to help, whatever the task—their humour and flexible attitudes help the jobs get done without stress. **Laura**



Our volunteers are the spokes that keep the wheels of the Hub turning

Food Redistribution: Keeping Us Moving



Until this year we were powered by volunteers in their cars.

With lockdown our volunteer driver numbers dropped by more than 60%. We needed to switch to a van-led operation to reduce the number of drivers needed each day. Organisations from across our community stepped in to fill the gap by providing drivers and vans, from Dial-A-Ride to Shrewsbury School. As these volunteers went back to work, Salopian Lodge of Charity 117 donated us "Ronnie" the van, so we could keep going. This van has been invaluable in making our operation more efficient and allowing us to move larger volumes of food.

“

As a result of coronavirus we had to completely reinvent the way we worked, switching to a van-led operation. The generous donation of a van from the Salopian Lodge of Charity 117 enabled us to keep operating and to be more efficient.

Katy Anderson, Co-founder

”



Food Redistribution: Making a Difference

Despite the challenges of COVID, we grew substantially during 2020-21.

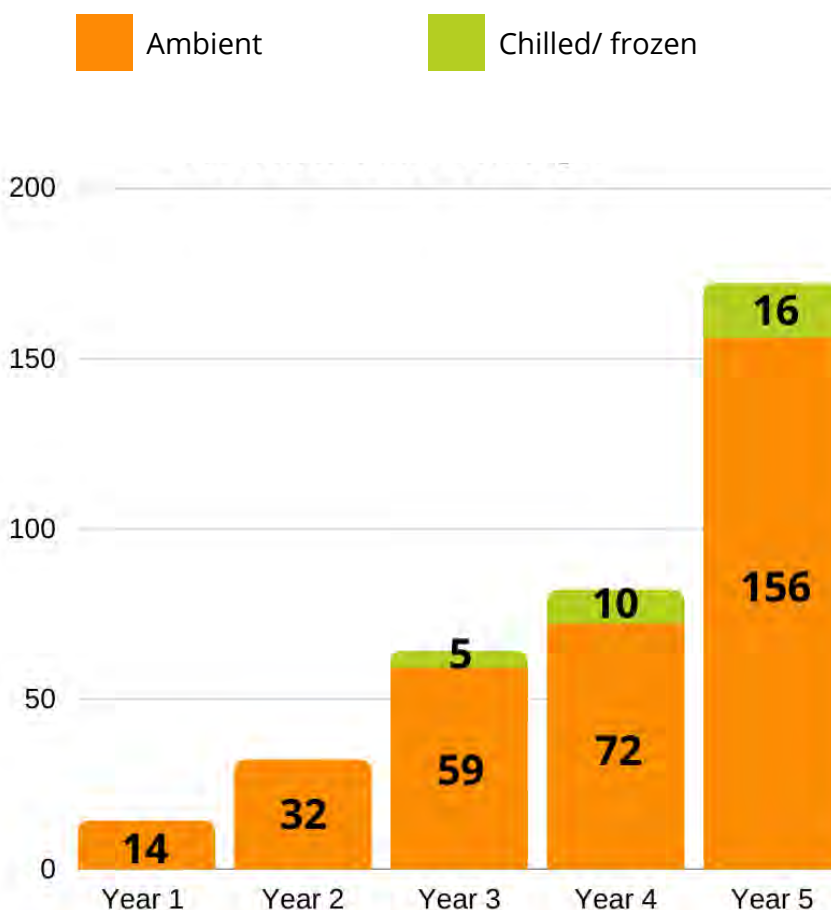
This is a testament to the resilience and commitment of our volunteer and staff team, who adapted to new ways of working and continued with our planned growth project.

We prevented over 172 tonnes of food from going to waste, enough for 416,750 meals – mitigating 530 tonnes of damaging greenhouse gases. As part of our strategic COVID response we bought in 52 tonnes of surplus from FareShare Birmingham, who can access food from national suppliers. Taking this into account, we stopped 120 tonnes from going to waste locally, an increase of 46% on the previous year.

We increased our supply base to 37 regular suppliers, up from 20 the previous year. As well as regular collections of fruit, veg, bakery and store cupboard food from supermarkets, we had supplies of eggs from farms and of chilled and frozen food from manufacturers and catering companies. As lockdowns hit, restaurants, cafes, schools and pubs kindly donated us the food that they could not use. We expanded from 5 to 7 days a week to access more food.

Many of our partner groups had to shut due to COVID restrictions, with numbers dropping from 63 a week to 36. Foodshares provided a valuable community resource but also allowed us vital flexible outlets for food, given the unpredictability of the lockdowns. We supported 3 Foodshares by providing volunteers to run them in their car parks until it was safe for them to operate inside again and established 6 new ones. We saved community groups like The Shrewsbury Ark more than 55% of their food budget. Our surplus food reached 3000 people each week through our partner groups and Foodshares.

Growth in Food Tonnage



**172 tonnes
of food
prevented
from going
to waste**

**530 tonnes
of damaging
greenhouse
gases
mitigated**

**416,750
meals**

Food Redistribution: Making a Difference

What's on the Shrewsbury Hub Van?



Planned growth in chilled and frozen food

Since we started our pilot on frozen food in 2018, we have tripled the amount of chilled and frozen food we redistribute from 5 to 16 tonnes. This supply of yoghurt, meat, fish and ready meals increases the nutritional value of our offering and our carbon reduction impact, because it has more than 5 times more embedded carbon than fruit, veg and bread. This was possible due to our planned £35k growth project funded by the Waste Resources Action Programme (WRAP) which funded staff time and a walk-in freezer.



Food Redistribution: Making a Difference

Celebrating 5 years of food redistribution

Over five years of operation, we have grown from 14 tonnes of food rescued in a year to 172 tonnes. In total, we have saved 364 tonnes of food, enough for 873,500 meals. This has mitigated 943 tonnes of damaging greenhouse gases CO2e, the equivalent of not driving round the planet 94 times. This has only been achieved thanks to our volunteers, suppliers, partner groups and funders.

Indicator	2016/17	2020/21
Tonnes	14	172
Meals	32,000	416,750
Tonnes of CO2e Mitigated	28	530
Partner groups	20	36
Regular suppliers	5	37
Volunteers	45	123
Food types	Ambient only	Ambient, chilled and frozen
Days of operation	3-5	7

Over 5 years we've stopped 364 tonnes of good food from going to waste



Shropshire Food Poverty Alliance: Responding to COVID and Systemic Problems



As the SFPA entered its third year the COVID crisis began. Exacerbating the pre-existing problem of food poverty in the county, the pandemic created an urgent focus of the need of Shropshire residents to access food. The Alliance has played a key role coordinating support for food aid providers, whilst researching and piloting preventative solutions, increasing awareness of food poverty in Shropshire and embedding it in health and council policy.

Responding to COVID

The SFPA has helped to enhance the crisis support across the county through its work in 3 keys areas:

Promoting awareness of food poverty-specifically campaigns for donations during crisis response to Covid 19

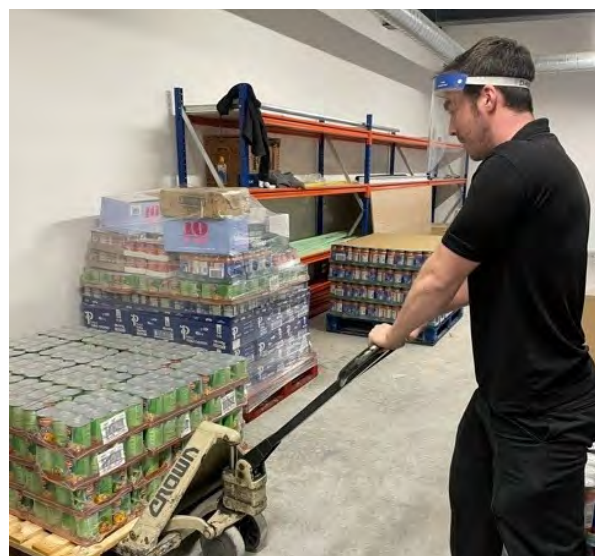
Sharing information- to support people in food poverty – specifically provision of up-to-date information on the Shropshire Larder website for both the public, and organisations who work with people who may be in crisis.

Coordination of grant funding and food for other organisations including:

- Coordination of grant funding for food banks during the COVID pandemic, to help maintain individual food bank supplies
- Coordination of the storage and distribution of 123 pallets of store cupboard food to emergency food aid providers in Shropshire.
- Successfully applied for £34,000 from Unicef for food banks and food organisations to provide fruit and vegetables to low-income families.

Shrewsbury Food Hub's Role

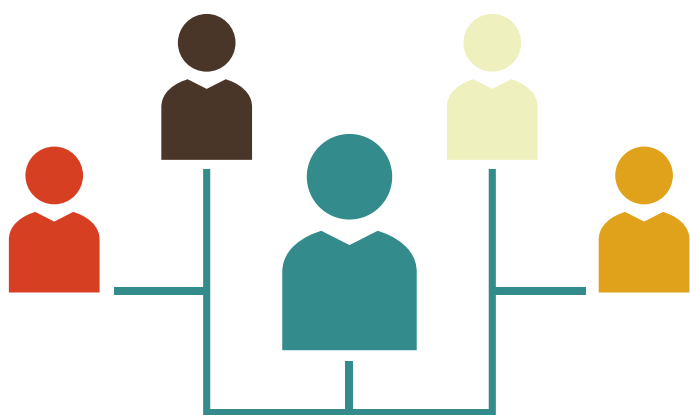
In response to food poverty issues raised by our partners, we established the Shropshire Food Poverty Alliance in late 2017. The Alliance Steering Group includes Shropshire Council, Age UK, Citizens Advice Shropshire, the Diocese of Herefordshire and food banks. Shrewsbury Food Hub has hosted the coordination role, led on research projects and has been the accountable body for funding.



Shropshire Food Poverty Alliance: Responding to COVID and systemic problems

The start of a Shropshire Food Bank Network

When COVID hit, many communities set up foodbanks and many mutual aid groups started to supply food in response to COVID. The SFPA set up a monthly county wide food bank meeting and offered support to new groups. We arrange visiting speakers, collate, and distribute relevant information across the network, and have written collective letters around key issues e.g. homelessness.



What alliance steering group members say

"It is essential - being independent and strategic you have been able to support and coordinate the work across multiple agencies and providers. That has a lot to do with Emily and the team. "

"We would never have received the support or funding without the Alliance"

"The learning and collaboration has been so invaluable. SFPA being a partner in Healthy Lives has meant food poverty remains one of the Health & Wellbeing Board priorities. Emily's input in the Shaping Places bid was fantastic."

"Really useful website which is kept up to date & good reference point for individuals and for signposting."

Research to understand children's food insecurity in our rural county

Children's Access to Food Project – We completed a piece of research with funding from Sustain to explore the issue of children's food insecurity in Shropshire. From this work we were able to produce case studies of food projects, a toolkit for food projects and a research report (May 2021).

Partnership working and taking a whole system approach

COVID has changed the way organisations work together – the SFPA has worked in partnership with other organisations on the following projects:

- Nutrition & Wellbeing project (A trial of breakfast clubs and survey of all school children about their diet/access to food with Public Health & Leeds University)
- Shaping Places- Research into food insecurity in South West Shropshire, with an emphasis of on taking a whole systems approach. Leading This has led to a funding bid for £300,000 with Public Health, Healthwatch & Citizen's Advice.

Shropshire Food Poverty Alliance: Responding to COVID and systemic problems

Embedding food poverty in health and council policy

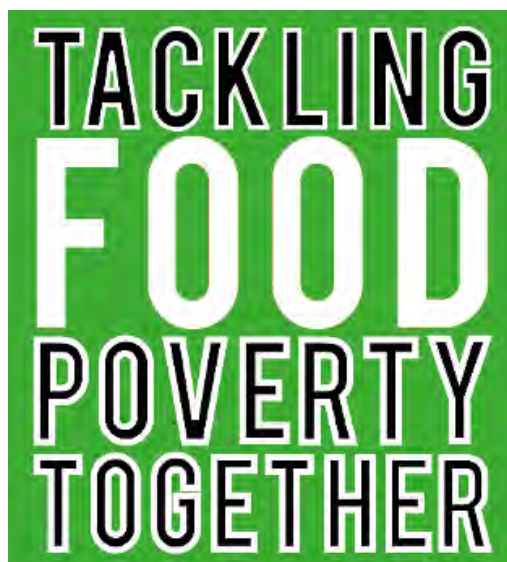
COVID raised the profile of food as a key issue in the county. The SFPA became members of the following groups:

- Board member of the VCSA (Voluntary and Community Sector Assembly)
- Social Taskforce - Hardship Subcommittee
- Social Taskforce - Infrastructure Subcommittee
- Holiday and Food Programme strategic meetings – Shropshire council has received £650,000 to be spent on Holiday and food provision for children entitled to free school meals. Working with the group to help ensure they reach the children who need the support most.

We also forged strong working relationships with council departments (Public health, Community Reassurance, Welfare, Housing, Early Help).

Our work is more important now than ever

The role of SFPA has expanded rapidly over the past year and we are proud of everything the team has been able to achieve. Unfortunately, the issue of food poverty in Shropshire is far from resolved and as we look to the year ahead, we know that the work of the alliance will be more important than ever. We are grateful to our alliance members and organisations with whom we have worked collaboratively over the past year. The issue of food poverty is complex, there are often multiple factors at play. By working in partnership with a broad range of people and organisations we will continue to work collaboratively to find sustainable and dignified solutions, along with preventative actions to tackle the issue of food poverty in our communities.



Financial Review, Structure, Governance and Management

During 2020-21, the charity saw an exceptional increase in the level of financial donations, mainly in response to the crisis created by COVID but also due to planned growth into the collection and redistribution of chilled food. As a consequence, there has been a rapid expansion of food redistribution activities, resulting in a 46% increase in the tonnage of food saved, and the work of the Shropshire Food Poverty Alliance also expanded to support food banks, including administering grants and distributing 123 pallets of store cupboard food.

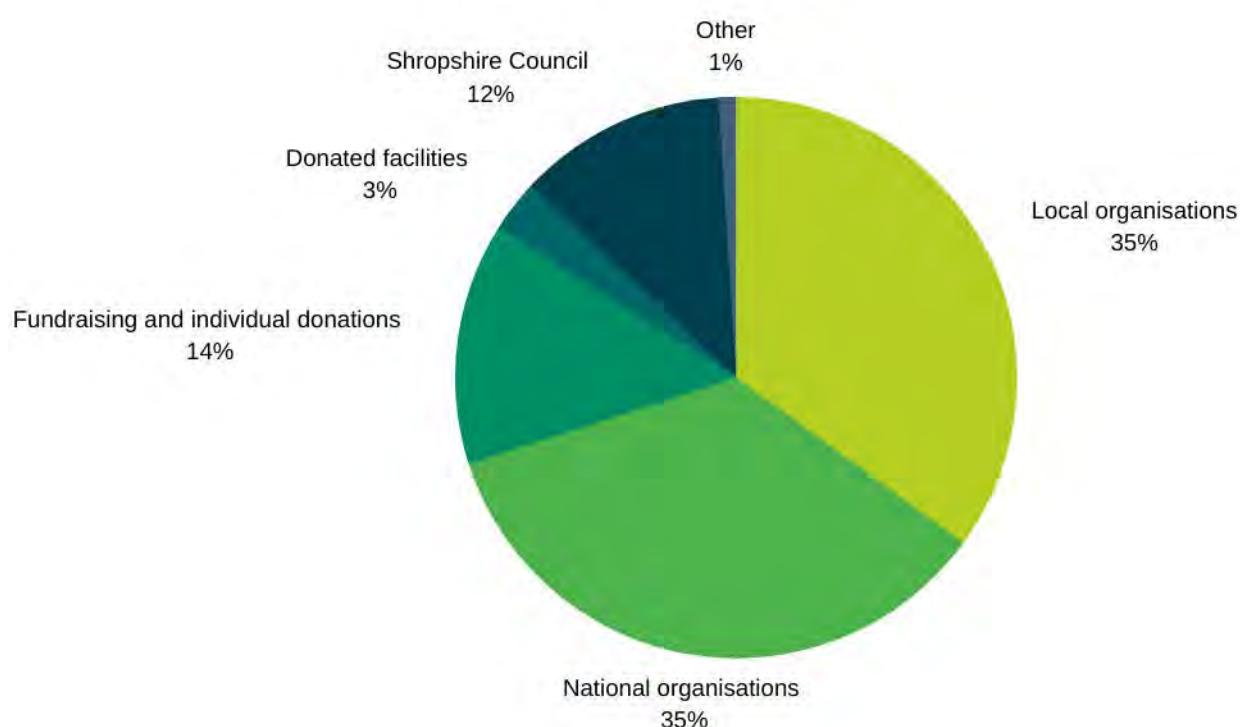
However, it is by no means certain that the charity will continue to receive this level of donations in the future, particularly as many of the COVID related grants were one off grants. The trustees have therefore been working to ensure the future sustainability of the Food Hub by designating reserve funds to support the continuing operation of the charity, as set out below, and the development of a sustainable fundraising strategy, including investing in systems and technology to support this.

Due to the dramatic increase in funding received during the year, the accounts have been prepared for the first time on an accrual basis, in accordance with all relevant reporting requirements. The attached financial statements show the charity's financial position for the year ended 31 March 2021.

Financial Position at the end of the Year

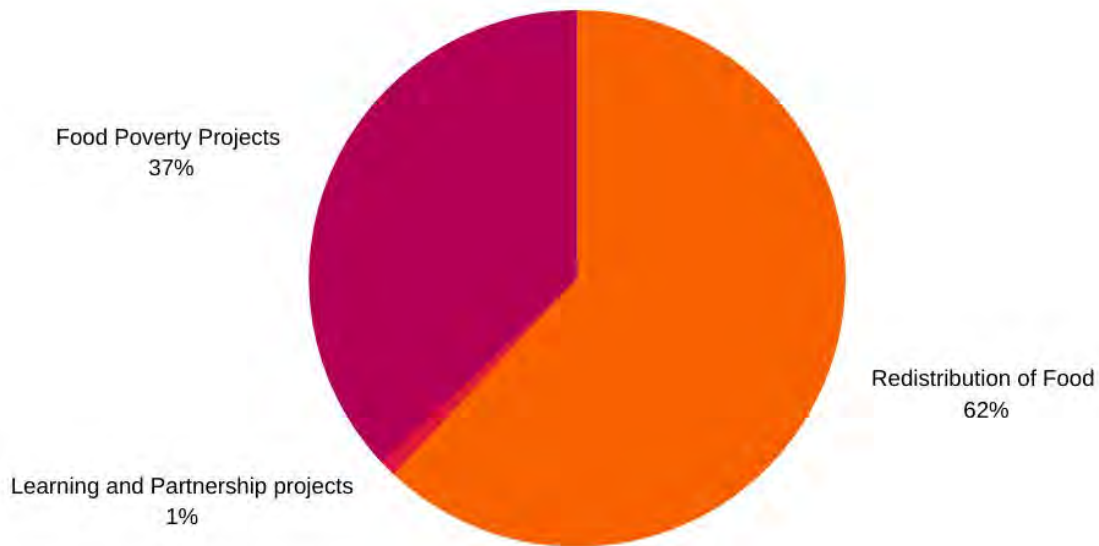
Total income for the year was £413,499 and expenditure was £239,436, leaving net income of £174,063. The main sources of income and areas of expenditure are summarized below:

Sources of Income 2020/21



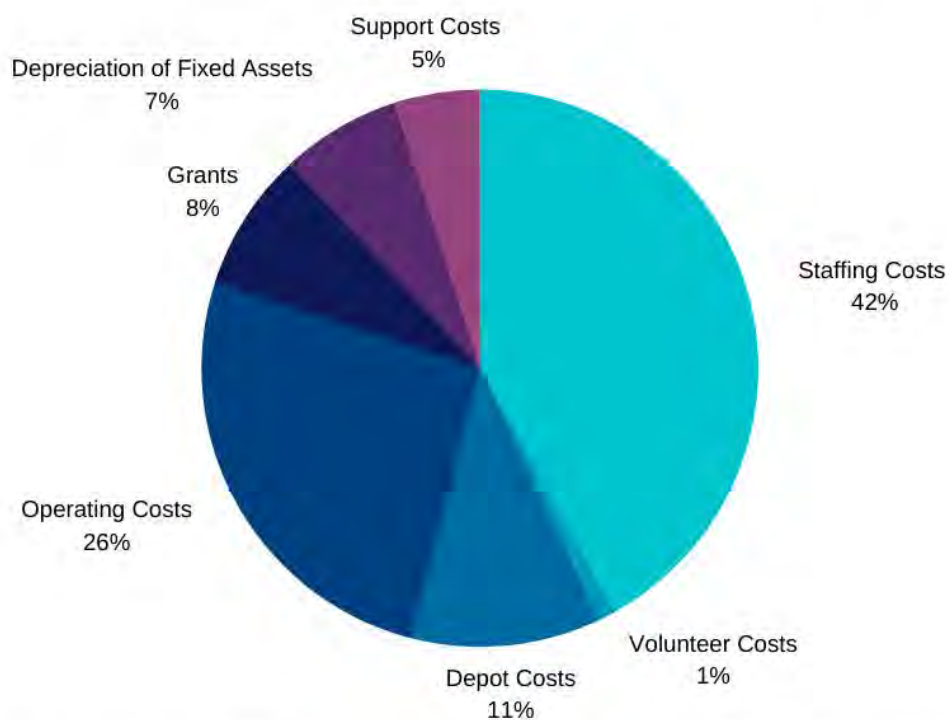
Financial Review, Structure, Governance and Management

Expenditure by Project 2020/21



Note: 0% of expenditure was allocated to 'Raising funds'

Redistribution Project Expenditure 2020/21



Note: Due to our growth project and COVID response our operational staff team was 3.4 FTE with our 123 volunteers providing the equivalent of 6.7 FTE.

Financial Review, Structure, Governance and Management

When combined with funds brought forward from the previous year, the overall cash reserves of the charity as at 31 March 2021 were £258,539 and are made up as follows:

Unrestricted Funds	£
General	2,536
Designated funds	82,723
Restricted Funds	
Food Redistribution	81,049
Learning and Partnership	21,788
Food Poverty	70,443
	<hr/>
Total Funds	258,539

Unrestricted funds are the free funds of the charity to use at the discretion of the trustees in the furtherance of the charity's objectives. Unrestricted funds may include designated funds where the trustees, at their discretion, have created a fund for a specific purpose. The general funds are therefore the 'free reserves' after allowing for all designated funds.

The trustees have designated the following reserve of funds to support the charity's continued operation:

	£
Liquidity Reserve – 3 months operating costs	34,000
Capital funds to fund future years' depreciation	27,647
Establishment of Fundraising Role 2021/22	7,500
Funds to support Food Partnership 2021/22	1,576
Donation to support budget 2022/23	12,000
	<hr/>
	82,723

Financial Review, Structure, Governance and Management

Restricted funds are maintained in accordance with the restrictions placed by the donor upon funds donated or by the specific aims of fundraising appeals of the charity.

The restricted funds of £81,049 for the Redistribution activities include a donation of £25,000 which was restricted to support future years' activities, and which will be used to support the budget in 2021/22. Some £23,895 of funds remain from a fundraising campaign to respond to the pandemic and £22,530 project funding was received to expand the collection and redistribution of chilled foods. The remaining funds of £9,624 are for the delivery of a range of small ongoing projects.

The restricted funds for Learning and Partnership and Food Poverty are for the delivery of specific projects, in addition to Redistribution activities.

Reserves Policy

The Liquidity Reserve is in accordance with the trustees' policy to maintain a contingency sum of money in reserve equivalent to at least 3 months outgoing payments. This is to enable the charity to respond to unforeseen events or unplanned expenses or to cover the costs of closure.

Going Concern

The trustees have prepared budgets and forecasts which gives them adequate comfort that the charity is a going concern. Therefore, the trustees are of the view that the charity has sufficient resources for at least the next 12 months (from the date of approving the financial statements) and that there are no material uncertainties regarding going concern.



Public Benefit

The trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when setting the charity's aims and objectives, and in planning future activities. Our goal is to reduce food waste, reduce food poverty and to support our community.

Charity Structure

The Charity is a Charitable Incorporated Organisation (CIO), following the Foundation model constitution.

Financial Review, Structure, Governance and Management

Trustees Information

Trustees were invited to join by the Board of the charity based on their skills and experience to support the future sustainability of the organisation.

People Currently Acting As Trustees

Name of Trustee	Office (if any)	Date appointed if not whole year	Name of person (or body entitled to appoint trustee)
Andrew Howe	Chair		N/A
Joy Currey	Treasurer		N/A
Alison Thomas			N/A
Katharine Hudson			N/A
Michael Haddaway		01/12/2020	N/A
Harriet Monday		03/11/2021	N/A

Other People Who Served As Trustees In 2020/21

JoJo Stephens

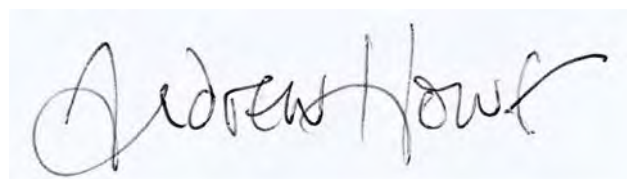
The trustees declare that they have approved the trustees' annual report and annual accounts for the period 1 April 2020 to 31 March 2021.

Signed by

Date

Andrew Howe

27/01/2022



Chair of Trustees



**Thank you to all our funders, suppliers,
partner community groups and volunteers
for supporting our work.**

Appendix

APPENDIX 1- LIST OF REGULAR SUPPLIERS

- | | |
|---------------------------------------|--------------------------------|
| 1. Aldi, Arlington Way | 23. Maynards Farm |
| 2. Aldi, Otley Rd | 24. Morrisons, Whitchurch Rd |
| 3. Asda, Old Potts Way | 25. Muller, Telford |
| 4. Booker, Arlington Way | 26. Nandos, Shrewsbury |
| 5. Connect Aid CIC | 27. Powells Pies |
| 6. Coopers Gourmet Food | 28. Riverside Foods |
| 7. Co-op, Monkmoor Rd | 29. Sainsburys, Abbey Foregate |
| 8. Co-op, Wenlock Rd | 30. Sainsburys, Meole Brace |
| 9. Co-op Midcounties, Bicton Heath | 31. Sainsbury, Whitecroft Rd |
| 10. Co-op Midcounties, Copthorne | 32. SPAR, Battlefield |
| 11. Co-op Midcounties, Radbrook Green | 33. Spar, Coleham |
| 12. Cotteswold Dairy | 34. Tesco, Ditherington Rd |
| 13. FareShare Birmingham | 35. Tesco Extra, Harlescott |
| 14. Green Acres Farm | 36. Tesco, Pride Hill |
| 15. Greggs Pride Hill | 37. Waitrose, Pride Hill |
| 16. Greggs Wenlock Road | |
| 17. Harlech Food Service | |
| 18. Hollowdene Eggs | |
| 19. Lidl, Harlescott | |
| 20. Lidl, Oteley Rd | |
| 21. M&S, Meole Brace | |
| 22. M&S, Town Centre | |

Appendix

APPENDIX 2-ACTIVE PARTNER GROUPS

- | | |
|--|---|
| 1. Belle Vue Youth Group (Foodshare) | 23. Riversway Elim Church (Foodshare) |
| 2. Bomere Heath Primary | 24. Shrewsbury Academy |
| 3. Beagle House | 25. Shrewsbury Ark |
| 4. Bromford Housing | 26. Shrewsbury Baptist Church, Crowmoor (Foodshare) |
| 5. Christ Church (Foodshare) | 27. Shrewsbury Town Council Youth Service |
| 6. Church of the Holy Spirit (Foodshare) | 28. Shropshire Council Temporary Accommodation |
| 7. Crossbar Foundation | 29. Shropshire Domestic Abuse Service |
| 8. Emmanuel Church (Foodshare) | 30. St Giles Church Hall (Foodshare) |
| 9. Food Bank Plus | 31. Sundorne Infant School |
| 10. Grange Primary | 32. TMBSS Harlescott |
| 11. Greenacres Primary | 33. TMBSS Sundorne |
| 12. Harlescott Juniors | 34. Unitarian Church |
| 13. Holy Trinity Playgroup | 35. United Reformed Church (Foodshare) |
| 14. Leaving Care | 36. Wilfred Owen School |
| 15. Longden School | |
| 16. Martin Wilson School (Foodshare) | |
| 17. Meadowfarm Playgroup | |
| 18. Meet Place | |
| 19. Meole Brace Primary | |
| 20. Mount Pleasant Primary | |
| 21. Oxon Parish Church (Foodshare) | |
| 22. Polish Centre | |

APPENDIX 3-FINAL ACCOUNTS 2020-21

SHREWSBURY FOOD HUB

ANNUAL ACCOUNTS FOR THE PERIOD 1 APRIL 2020 TO 31 MARCH 2021

CHARITY NUMBER 1171092

Appendix

APPENDIX 3-FINAL ACCOUNTS 2020-21

SHREWSBURY FOOD HUB STATEMENT OF FINANCIAL ACTIVITIES FOR THE PERIOD 1 APRIL 2020 TO 31 MARCH 2021

	Notes	Unrestricted Funds	Restricted Funds	Total Funds 2021	Total Funds 2020
		£	£	£	£
Income from:	(2) (3)				
Donations					
Redistribution of food		90,896	157,747	248,643	91,761
Learning and Partnership		-	20,600	20,600	7,269
Food Poverty		-	144,121	144,121	27,834
Charitable Activities		-	-	-	1,031
Investments		135	-	135	237
Total Income		91,031	322,468	413,499	128,132
Expenditure on:	(4)				
Raising Funds		1,059	-	1,059	547
Charitable Activities					
Redistribution of Food		53,957	94,156	148,113	59,700
Learning and Partnership		-	1,755	1,755	5,194
Food Poverty		-	88,509	88,509	26,211
Total Expenditure		55,016	184,420	239,436	91,652
Net Income		36,015	138,048	174,063	36,480
Transfers between Funds	(12a)	20,564	(20,564)	-	-
Total Funds brought forward		28,679	55,797	84,476	47,996
Total Funds carried forward	(12)	85,258	173,281	258,539	84,476

Appendix

APPENDIX 3-FINAL ACCOUNTS 2020-21

SHREWSBURY FOOD HUB BALANCE SHEET AS AT 31 MARCH 2021

	Notes	2021 £	2020 £
Fixed Assets:			
Tangible assets	(8)	30,777	1,806
Total Fixed Assets		30,777	1,806
Current Assets:			
Cash at Bank and in hand	(11)	227,659	82,047
Debtors	(9)	14,255	623
Total Current Assets		241,914	82,670
Liabilities:			
Creditors falling due within one year	(10)	(14,152)	(-)
Net Assets		258,539	84,476
Funds of the Charity	(12)		
Unrestricted Income Funds			
General funds	(12b)	2,536	6,679
Designated funds	(12c)	82,723	22,000
Restricted Income Funds			
Food Redistribution	(12d)	81,049	40,035
Learning and Partnership		21,788	930
Food Poverty		70,443	14,832
Total Charity Funds		258,539	84,476

APPENDIX 3-FINAL ACCOUNTS 2020-21

NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD 1 APRIL 2020 TO 31 MARCH 2021

1. ACCOUNTING POLICIES

a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS102) (effective 1 January 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Shrewsbury Food Hub meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

b) Preparation of the accounts on a going concern basis

The trustees have prepared budgets and a forecast which gives them adequate comfort that the charity is a going concern. Therefore, the trustees are of the view that the charity has sufficient resources for at least the next 12 months (from the date of approving the financial statements) and that there are no material uncertainties regarding going concern. As a result, the charity's financial statements have been prepared on a going concern basis.

c) Income

Donations are recognised as income where there is entitlement, sufficient certainty of receipt and the amount can be measured with sufficient reliability.

If a donation is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

d) Investment income

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity. This is normally upon notification of the interest paid and payable by the bank.

APPENDIX 3-FINAL ACCOUNTS 2020-21

e) Donated goods and services

Donated goods, services and facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity is probable and the economic benefit of can be measured reliably.

In accordance with the Charities SORP (FRS 102), the time of volunteers is not recognised in the accounts, but the trustees' annual report provides information about their contribution.

On receipt, donated assets, services and facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or assets of equivalent economic benefit in the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

f) Fund accounting

Restricted funds are maintained in accordance with the restrictions placed by the donor upon the funds donated or by the specific aims of fundraising appeals by the charity.

Unrestricted funds are the free funds of the charity to use at the discretion of the trustees in the furtherance of the charity's objectives. Unrestricted funds may include designated funds where the trustees, at their discretion, have created a fund for a specific purpose.

g) Expenditure and irrecoverable VAT

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses, including support costs, are allocated or apportioned to the applicable expenditure headings in the statement of financial activities.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

APPENDIX 3-FINAL ACCOUNTS 2020-21

h) Allocation of support costs

Support costs are incurred by functions that assist the work of the charity but do not directly undertake charitable activities.

General support costs include office administration, finance support, IT and phones, insurance and management. These costs and the basis on which they have been allocated are included in Note 4- Analysis of Expenditure.

i) Fixed assets

The threshold for capitalisation of fixed assets is £100. Purchased fixed assets are capitalised at cost. Depreciation is calculated to write off the cost of an asset over the useful economic life of that asset as follows:

IT, Office and General equipment – straight line basis over 3 years

Major Depot equipment - straight line basis over 5 years

Motor vehicles - straight line basis over 5 years

j) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade or charity discounts due.

k) Cash at bank and in hand

Cash at bank and in hand represents funds which are readily available on demand at less than 24 hours notice or with 60 day notice.

l) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any discounts allowed.

m) Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

APPENDIX 3-FINAL ACCOUNTS 2020-21

n) Pensions

All employees of the charity are automatically enrolled into a defined contribution pension scheme operated by NEST, unless they exercise their right to opt out of scheme membership.

Appendix

APPENDIX 3-FINAL ACCOUNTS 2020-21

2. ANALYSIS OF INCOME

	Unrestricted Funds	Restricted Funds	Total Funds 2021	Total Funds 2020
	£	£	£	£
Donations:				
Donation and gifts	75,625	191,183	266,808	115,857
Gift Aid	2,286	2,475	4,761	384
WRAP grant	-	31,185	31,185	623
Donated facilities	12,985	-	12,985	10,000
Joint fundraising and donations	-	24,130	24,130	-
Grants received by Shropshire Food Poverty Alliance for re distribution during pandemic	-	73,495	73,495	-
	90,896	322,468	413,364	126,864
Charitable Activities	-	-	-	1,031
Interest Income	135	-	135	237
Total Income	91,031	322,468	413,499	128,132

3. DONATED FACILITIES

	2021 £	2020 £
Use of Property:		
Depot Rental	12,000	10,000
Office Rental	985	-
Total Donated Facilities	12,985	10,000

The valuation of donated facilities is based on market rental.

The contribution of unpaid volunteers is not recognised in the accounts but the trustees' annual report provides information about their contribution.

APPENDIX 3-FINAL ACCOUNTS 2020-21

4. ANALYSIS OF EXPENDITURE

	Unrestricted Funds	Restricted Funds	Total Funds 2021	Total Funds 2020
	£	£	£	£
Expenditure on Raising Donations	1,059	-	1,059	547
Expenditure on Charitable Activities:				
Redistribution of Food				
Staffing Costs	23,681	38,362	62,043	31,232
Volunteer Costs	746	533	1,279	2,671
Depot Costs	15,974	830	16,804	12,699
Operating Costs	7,391	31,231	38,622	9,689
Grants	-	12,065	12,065	-
Depreciation of Fixed Assets	1,960	7,463	9,423	804
Support Costs	4,205	3,672	7,877	2,605
	53,957	94,156	148,113	59,700
Learning and Partnership Projects				
Project Costs	-	665	665	5,194
Support Costs	-	1,090	1,090	-
	-	1,755	1,755	5,194
Food Poverty Projects				
Grants for distribution during pandemic	-	37,695	37,695	-
Project Costs	-	47,942	47,942	24,443
Support Costs	-	2,872	2,872	1,768
	-	88,509	88,509	26,211
Total Expenditure	55,016	184,420	239,436	91,652

Support costs include office administration, finance support, IT and phones, insurance and management and are allocated between activities based on an on-cost basis.

APPENDIX 3-FINAL ACCOUNTS 2020-21

5. STAFF COSTS

	2021	2020
	£	£
Salaries and wages	84,541	44,951
Social security costs	2,622	-
Pension costs	4,932	2,697
Total staff costs	92,095	47,648

No employees received total employee benefits (excluding employer pension costs) of more than £60,000.

The average monthly number of employees who were engaged on charitable activities during the year was 6 as compared with 3 in 2020.

6. PENSION SCHEME

	2021	2020
	£	£
Amount of contributions recognised in Statement of Financial Activities	4,932	2,697

This expense is allocated between activities and restricted and unrestricted funds on the basis of time incurred.

7. GRANT MAKING

The following grants have been made during 2021 as a response to the pandemic:

	2021
	£
Joint donations to and fundraising with Shrewsbury Food Bank with 50% of funds received passed to the Food Bank	12,065
Distribution of grant funding to Food Banks by Shropshire Food Poverty Alliance	37,695

Appendix

APPENDIX 3-FINAL ACCOUNTS 2020-21

8. TANGIBLE FIXED ASSETS

	Computer Equipment £	Depot Equipment £	Motor Vehicles £	Total £
Cost				
At 1 April 2020	940	2,455	-	3,395
Additions	2,540	16,789	19,065	38,394
At 31 March 2021	3,480	19,244	19,065	41,789
Depreciation				
At 1 April 2020	627	962	-	1,589
Charge for year	1,160	4,450	3,813	9,423
At 31 March 2021	1,787	5,412	3,813	11,012
Net Book Value				
At 1 April 2020	313	1,493	-	1,806
At 31 March 2021	1,693	13,832	15,252	30,777

9. DEBTORS AND PREPAYMENTS

	2021 £	2020 £
Prepayments and accrued income	14,255	623

10. CREDITORS

	2021 £	2020 £
Creditors falling due within one year:		
Accruals	10,407	-
Other tax and social security	3,745	-
	14,152	-

11. CASH AT BANK AND IN HAND

Cash at bank and in hand totals £227,659 in 2021 as compared with £82,047 in 2020. This is held in bank accounts with notice terms ranging from zero to 60 days.

APPENDIX 3-FINAL ACCOUNTS 2020-21

12. ANALYSIS OF CHARITY FUNDS AS AT 31 MARCH 2021

a) Total Funds

The overall cash reserves of the charity at 31 March 2021 were £258,539 as compared with £84,476 at 31 March 2020 and are made up as follows:

	2021 £	2020 £
Unrestricted Funds		
General	2,536	6,679
Designated funds	82,723	22,000
Restricted Funds		
Food Redistribution	81,049	40,035
Learning and Partnership	21,788	930
Food Poverty	70,443	14,832
Total Funds	<u>258,539</u>	<u>84,476</u>

In 2021, net funds of £20,564 were transferred from Restricted to Unrestricted Funds. Donations of £22,577, which were received to fund the purchase of capital items, have been transferred to Unrestricted Funds to cover the depreciation cost of these assets in future years. This is after charging the first year's depreciation to Restricted Funds. An amount of £2,013 was then transferred to Restricted Funds for Learning and Partnership projects.

b) Unrestricted Funds

Unrestricted funds are the free funds of the charity to use at the discretion of the trustees in the furtherance of the charity's objectives. Unrestricted funds may include designated funds where the trustees, at their discretion, have created a fund for a specific purpose. The general funds are therefore the 'free reserves' after allowing for all designated funds.

APPENDIX 3-FINAL ACCOUNTS 2020-21

c) Analysis of Designated Funds

The trustees have designated the following reserve of funds to support the charity's continued operation:

	2021	2020
	£	£
Liquidity Reserve – 3 months operating costs	34,000	22,000
Capital funds to fund future years' depreciation	27,647	-
Establishment of Fundraising Role 2021/22	7,500	-
Funds to support Food Partnership 2021/22	1,576	-
Donation to support budget 2022/23	12,000	-
	<hr/>	<hr/>
	82,723	22,000

The Liquidity Reserve is in accordance with the trustees' policy to maintain a contingency sum of money in reserve equivalent to at least 3 months outgoing payments. This is to enable the charity to respond to unforeseen events or unplanned expenses or to cover the costs of closure.

Funds of £27,647 have been designated to cover the depreciation cost of fixed assets in future years. This includes the amount of £22,577 remaining from specific donations to fund capital items as set out above. A further £5,070 of Unrestricted Funds have been designated to cover depreciation costs on other assets in future years.

d) Analysis of Restricted Funds

Restricted funds are maintained in accordance with the restrictions placed by the donor upon funds donated or by the specific aims of fundraising appeals of the charity.

The restricted funds of £81,049 for the Redistribution activities include a donation of £25,000 which was restricted to support future years' activities and which will be used to support the budget in 2021/22. Some £23,895 of funds remain from a fundraising campaign to respond to the pandemic and £22,530 project funding was received to expand collection and redistribution of chilled foods. The remaining funds of £9,624 are for the delivery of a range of small ongoing projects.

The restricted funds for Learning and Partnership and Food Poverty are for the delivery of specific projects, in addition to Redistribution activities.

APPENDIX 3-FINAL ACCOUNTS 2020-21

13. TRANSACTIONS WITH TRUSTEES AND RELATED PARTIES

a) Trustee Remuneration and Benefits

The charity's governing document provides that trustees may be paid for the supply of services, if trustees consider this to be in the best interest of the charity.

In the year ended 31 March 2021, one trustee, Alison Thomas, received £7,441 to support the charity in its response to the Covid 19 pandemic.

No trustees received any remuneration for services in the year ended 31 March 2020.

b) Trustees Expenses

No trustees received any expenses for fulfilling their duty as trustee in either the year ended 31 March 2021 or 31 March 2020.

c) Transactions with Related Parties

There were no transactions with related parties in either the year ended 31 March 2021 or 31 March 2020.

APPENDIX 4-INDEPENDENT EXAMINERS REPORT

Independent examiner's report on the accounts

Report to the Trustees of Shrewsbury Food Hub - Charity number 1171092 on the Accounts for the Year ended 31 March 2021 as set out on pages 24-37

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 March 2021

Responsibilities and basis of report

As the charity's trustees, 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 the Trust'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

The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being A qualified member of Institute of Chartered Accountants in England and Wales.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- The accounting record were not kept in accordance with section 130 of the Charities Act; or
- The accounts did not accord with the accounting records; or
- The accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a "true and fair" view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no 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.



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6 January 2022