

Annual Report

1 April 2021 – 31 March 2022



SHREWSBURY

FOOD HUB

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Office 41, Flexspace,
Battlefield Enterprise Park,
Stafford Drive, Shrewsbury, SY1 3BF

Welcome from Chair of Trustees

Dear friends,

2021/22 was another difficult year for our community. Although rules and regulations were mostly replaced with advice and guidance, COVID continued to have heavy economic, social and health impacts on lives and livelihoods.

In the early stages of the pandemic, we responded by switching to a 7-day a week operation, supporting new Foodshare tables and buying in additional surplus food from FareShare to supplement the amount of food we were able to collect from local suppliers. Thanks to the support of our amazing volunteers, staff, and funders, we were able to keep our COVID response work going during what continued to be a very challenging time.

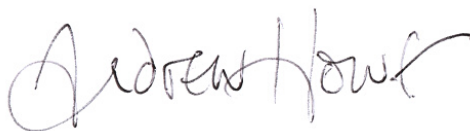
During the year, we rescued 175 tonnes of good food from going to waste, slightly up on the previous year. This mitigated 451 tonnes of damaging greenhouse gasses and was enough food for 417,859 meals. Food reached more than 3,300 families a week.

Surplus food is useful, but it is not the solution to food poverty. Food waste and food poverty are symptoms of bigger problems which need systemic change. Having secured start-up funding to set up the Shropshire Food Poverty Alliance and Shropshire Good Food Partnership to address these issues, I am very pleased to report that they have now been successfully launched as separate organisations. Whilst an active member of both, the Food Hub is focussed on reducing food waste for environmental and social good.

We will continue to support our community through surplus food redistribution and to educate people on how they can reduce food waste in the home – saving the planet and their purse.

We would like to thank our volunteers and supporters for helping us to realise our vision for a community where food is valued not wasted.

Andrew Howe
Chair of Trustees
January 2023






**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.




“The food provided by the Food Hub has made such a difference to our pupils’ readiness for learning in the classroom, as many come to school not having had breakfast. We are also more able to spend time equipping the students with kitchen skills and cookery skills that hopefully they can use in their future lives. We have a very limited budget for food and cooking and the help of Food Hub is invaluable.”


TMBSS (Tuition Medical and Behaviour Support Service)



In 2021/21 our amazing volunteers...



**Rescued 175
tonnes of
good food
from the bin**



**Shared enough food
for 417,859 meals**

**Saved
451 tonnes
of CO2**



**Supported 48
community groups
and Foodshares**



**Saved our partner charities
and groups more than 40%
of their food budget**



We achieved our 4 strategic targets



Undertake a strategic review to consolidate our focus on the pressing emergency of climate change by reducing food waste

Saved CO2 equivalent of not driving 70 times around the world



Continue to support our community through surplus food redistribution

Supported 48 partner groups including 12 community Foodshare tables



Educate our community on how they can reduce food waste – an estimated 70% of food waste happens in the home

Shared tips and tricks for reducing food waste and using up leftovers, and secured funding for a Taste Not Waste campaign targeting households



Establish Shropshire Food Poverty Alliance and Shropshire Good Food Partnership as independent organisations

Both are now operating as autonomous organisations

Our beneficiaries



The beneficiaries of the work that we do in Shrewsbury are many and diverse including:

Our charity and community partner groups

- Welcome the surplus food that we collect and redistribute for their own social good causes
- Make savings on their food budget

Our suppliers

- Reduce their food waste for social and environmental good
- Make savings on their waste disposal costs

People in our community

- Collect food at our Foodshare tables to support themselves and their families
- Make social connections
- Access information and skills to help reduce food waste at home and save money, and signpost to other services

Our volunteers

- Contribute their valuable skills and time to help the planet and support their community
- Build friendships and social connections
- Gain useful employment experience

The benefits that our work brings are discussed in the following summary of our activities.



Food Redistribution: Supporting our community



Our community partners include mental health charities, charities that support elderly people, youth clubs, schools, playgroups, the Domestic Abuse network, The Shrewsbury Ark, food banks, hospices, and others.

The surplus food we provide saves them on average 46% of their food budget. Some groups rely entirely on the food we supply to provide refreshments for their client group.

We also support 12 Foodshare tables and community fridges/freezers where everyone is welcome to collect a few bags of food to help stop food waste and stretch people's budgets.



What our charity partners say

"Surplus food from the Hub saves us approximately 55% of our food budget, helping us support around 130 people a week. Our town is lucky to have the Food Hub. They do an incredible job of spreading kindness whilst saving the planet."

The Shrewsbury Ark

"We use the food to do cookery sessions during youth club and as snacks. Also, the young people take some home to their families. We are a voluntary group, so we only receive limited funds. Having food hub food means that we can spend more on resources for the group."

The Grange Gang

"The groceries and bread get well used by members. We split things where we can, to let people have one or two items, ideal when they live on their own. We use the flowers you deliver to brighten up tables but more importantly to celebrate birthdays – we have about 100 to celebrate through the year, and also to deliver to carers and older members unable to get out. I can't value the smiles we get."

Coffee in the Living Room

Supporting our community



What Foodshare visitors say



"During lockdown it was the only place we could socialise and the only place I could see my sister. I always collect bread and like to try different vegetables and fruit."



"The Foodshare helps the budget and it's social."

"I live by myself and can survive on food from here for four days before I need to go shopping again."



"I come to help stop waste, I come on a Sunday then plan my meals around what we get and I do my big shopping later. It makes me more experimental in my cooking."



"I'm a vegan and I come to help keep healthy by getting lots of different fruit and vegetables. There's been lots of really good vegan frozen stuff in the last few months. I don't have a freezer so I put it in my daughter's freezer."

"We'd never had aubergines before but we got some last week. We got some potatoes as well and found a recipe for vegetable moussaka, it was delicious."



Foodshare story: Martin Wilson School

Martin Wilson School is a primary school in one of the most deprived areas in Shrewsbury. They started up a community Foodshare in the summer of 2020. They also now have a community fridge and freezer, so that they can share valuable chilled and frozen foods. Martin Wilson School is part of a network of Foodshares supported by Shrewsbury Food Hub, where everyone is welcome to collect a few bags of food on a 'Pay As You Feel' basis, to stop food waste and help stretch their budget.



Getting started

During the first lockdown, many of the groups that the Food Hub served shut, and the Hub needed new outlets for food.

The Hub had already been giving surplus food to Martin Wilson School to help support vulnerable families in the school community and we contacted them to see if they could open a Foodshare. A Foodshare is a welcoming community space where anyone can collect a few bags of good food that would otherwise have gone to waste and help stretch people's budgets.

Martin Wilson's team thought this was a great idea and a weekly Foodshare was set up in summer 2020. The Sunday Foodshare continues to receive weekly deliveries of surplus good food from the Food Hub and is well attended.



Joanna said: "The surplus food helps people financially, but just as importantly engenders community spirit. Volunteers talk to visitors about ways of preparing foods, and there is a lot of chat in the queues for the tables. The food is offered in the spirit of preventing food waste which changes the tone of the Foodshare from getting something for nothing to one of helping to reduce waste. There is a great atmosphere."



Foodshare story: Martin Wilson School

Unpredictable but valuable food

All of the Foodshares distribute ambient food that is safe at room temperature including fruit, veg, bread, cakes and buns, eggs and store cupboard food. This food is collected from 20 stores and other suppliers every day, so it's completely unpredictable. One week there might be mainly bread and cabbages, the next mangoes and potatoes. Some Foodshares have implemented extra food safety practices so that they can share frozen and chilled food including yoghurts, milk, butter, meat, fish, eggs, and ready meals. Martin Wilson has been running a community freezer since winter 2020.



Foodshare coordinator, Joanna added: "Chilled food offers people a chance to give their families a treat such as yogurts and desserts. Everyone uses milk and feels the impact of price rises on basics. Although not everyone has access to freezer space, frozen food that can form the basis of a meal and ready meals are popular. Being able to offer chilled surplus food allows a more varied range of foods that save people more money."

Between 40-60 people come along to the Foodshare every week with each person supporting two to three family members. Joanna estimates that a person using the Foodshare saves in the region of a £10 shop in a supermarket. As well as providing a practical response to the financial pressure than many families find themselves in, together we have saved more good food from going to waste, preventing carbon emissions and protecting the environment.



One visitor said: "I come because I hate waste, it's very social and helps the budget, especially with the cost of living at the moment. There's a variety of stuff, not just the basics and it introduces me to new foods. I'd never had celeriac or fennel before."

Volunteer-powered food rescue

Shrewsbury Food Hub would not exist without the support of our amazing volunteers. We are proud to be working with them and so very grateful for all that they do to support our mission to reduce food waste for environmental and social good.



Although we saw a higher turnover of volunteers as more people returned to work, there were 65 new volunteers resulting in an increase in volunteer numbers, 129 against 123 the previous year. Together they provided 12,619 hours of service, up from 11,300 the previous year.

Volunteers collected, checked, sorted, labelled, and delivered food 7 days a week. Specialist volunteer advisors supported on food safety, carbon reduction, technology, systems and organisational development. Our 7 volunteer trustees worked on governance, accounting, fundraising and strategy.

129
volunteers

12,619
hours of
service



What our volunteers say

"I was desperate to do something to help the climate crisis. Volunteering at the Hub makes me feel valued, appreciated, worth something, happier and useful. It has helped me get some of my lost confidence back. I have met some lovely people, new friends, and I love the work. It has opened my eyes to how much surplus food is wasted and why. I have been shocked at the volume and the reasons. I am left speechless as we live on a planet with fast reducing resources and numerous people struggling to pay their bills." **Di**



"I really look forward to my volunteering day in the depot. I have also made some great friends. We work well together as a team. Every day is different, and we always manage to have some fun." **Kathryn**

"I hate waste and love the idea that we're helping to reduce waste, especially food waste. I also enjoy the camaraderie of being part of a team and enjoy the company of the lovely people who make up Shrewsbury Food Hub. I knew we had a massive food waste issue, but the amount of perfectly good food that we collect from supermarkets staggers me. Volunteering makes me feel uplifted, better about myself, like I've spent my time productively. Happy! **Matt**



Queen's Award for Voluntary Service

The Hub was proud to receive the Queen's Award for Voluntary Service for the tireless work it does to stop food waste and support the community.

Volunteers are the lifeblood of the Hub – they rescue good food left over at supermarkets and manufacturers and get it safely to community groups and Foodshare tables seven days a week.



**The Queen's Award
for Voluntary Service**



Making a difference

"We are extremely happy to work with Shrewsbury Food Hub, working together in providing a fantastic connection to our community to help prevent food waste. They are professional and efficient and the staff and volunteers a pleasure to work with."

Luke, Tesco Extra Shrewsbury

Despite the ongoing challenges of COVID, we prevented 175 tonnes of good food from going to waste, enough for 417,859 meals and mitigating 451 tonnes of damaging greenhouse gasses.

Although our regular supplier base was slightly down to 31, our total number of suppliers increased. As well as collections of fruit, veg, bakery and store cupboard food from local supermarkets, we had supplies of eggs from farms and chilled/frozen food from manufacturers. We were not seeing the same level of food surplus coming through from individual suppliers, but the increase in our supplier base plus one-off donations kept our tonnages at around the same level as the previous year. There were a lot of one-off donations from local business such as pubs, restaurants, cafes, and schools due to the ongoing impact of COVID restrictions.

More partner groups reopened their doors, with numbers increasing to 48 from 36 the previous year. Feedback from partners showed our food reached more than 3,300 families a week.



Making a difference

Extra fruit and veg

We secured funding to continue to buy in extra surplus from FareShare Midlands. The food supplemented the food we collected from local suppliers providing a more consistent supply of food to our community partners and Foodshare tables.

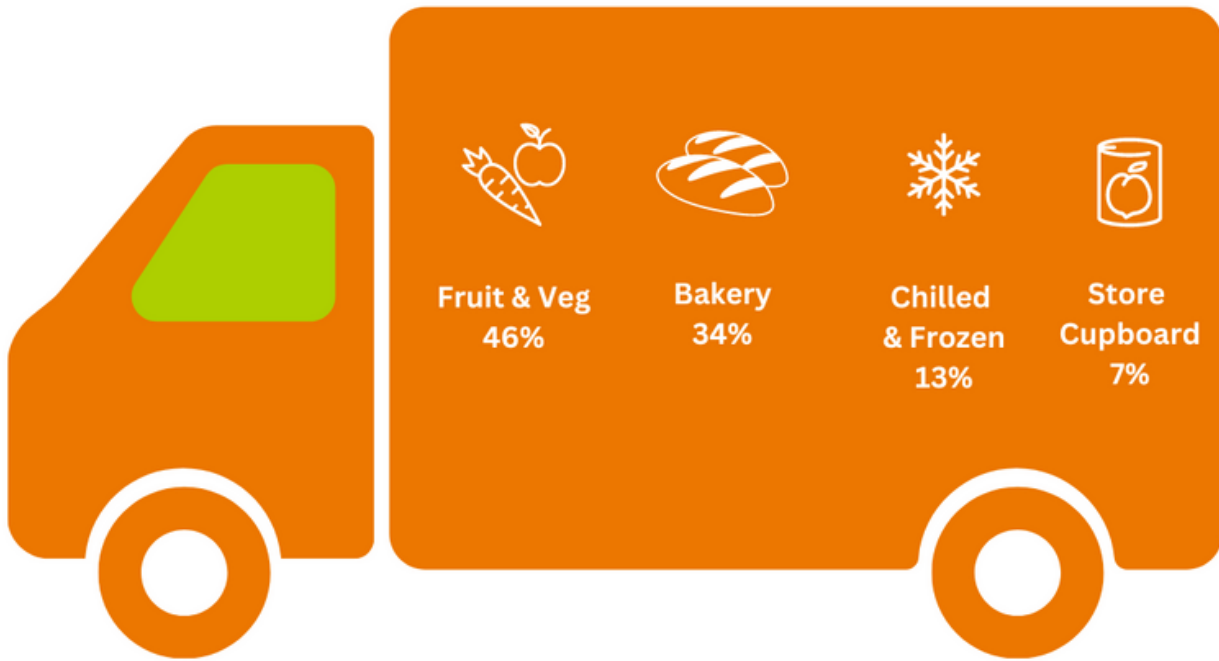


More Foodshare tables

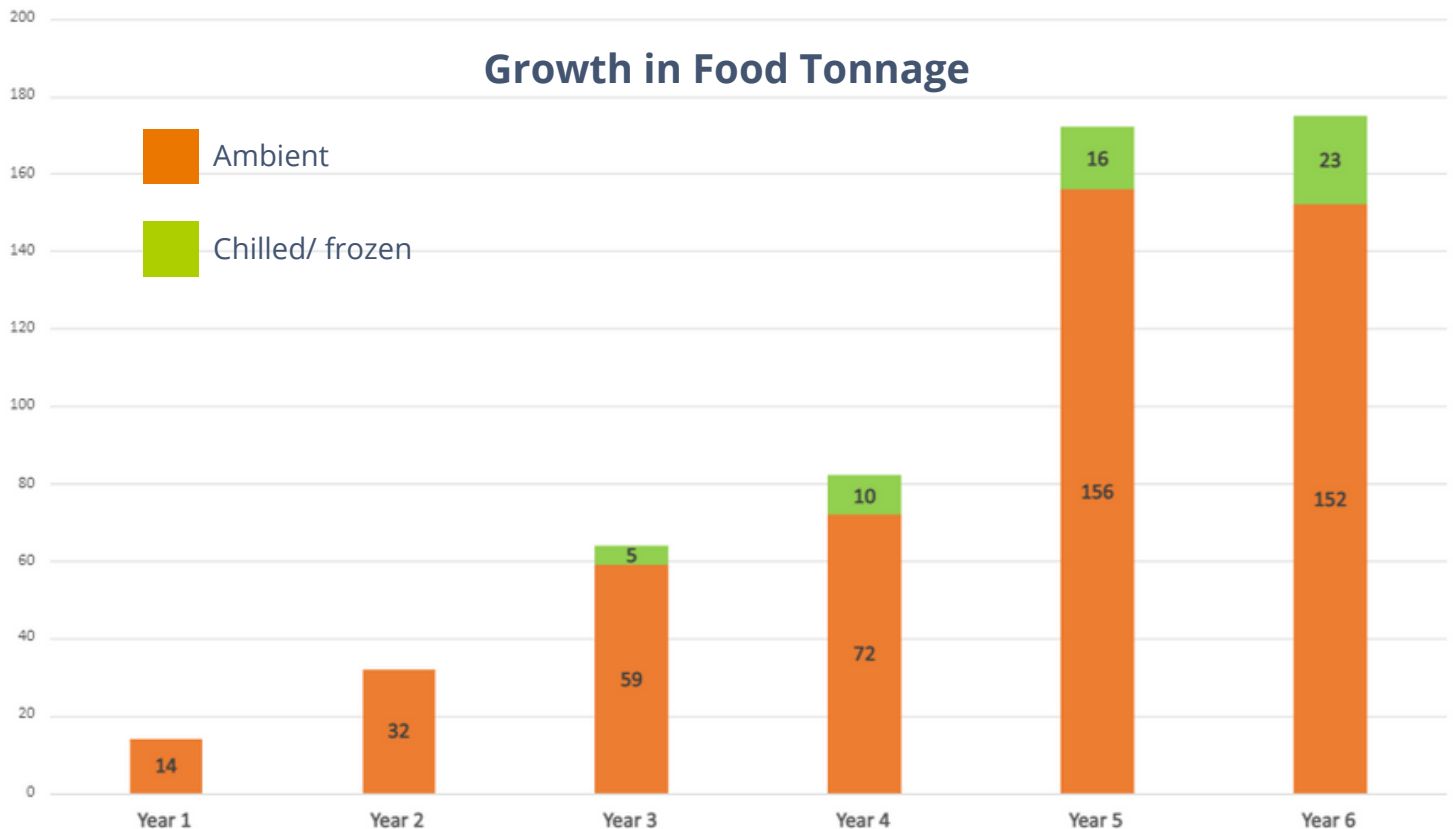
Everyone is welcome to collect a few bags of food from our community Foodshare tables to help stop food waste and stretch people's budgets. At the end of the year, we had established 12 Foodshare tables, compared to 5 before the pandemic.



What's on the Food Hub van?



Growth in Food Tonnage



Chilled and frozen food

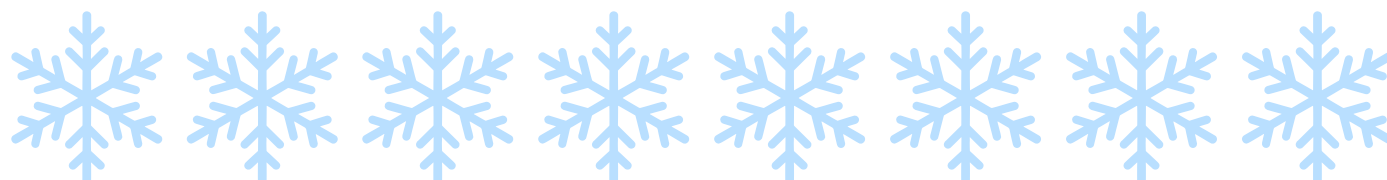


We have more than quadrupled the amount of chilled and frozen food we redistribute from 5 tonnes in 2018 to 23 tonnes.

This was possible, thanks to our planned growth project funded by WRAP and supported by others including Sodexo, and Culina Group (which kindly converted our charity van 'Ronnie' into a refrigerated vehicle).



The supply of chilled and frozen food increases the nutritional value of our offering and the carbon reduction impact as it has more embedded carbon than fruit, veg and bread.



Partnership working



In response to food poverty issues raised by our partners, we set up Shropshire Food Poverty Alliance in 2017. Partners included Shropshire Council, Age UK, Citizens Advice Shropshire, the Diocese of Herefordshire and food Banks. Shrewsbury Food Hub coordinated the group, led on research projects and sourced funding. After successfully completing a scoping strategy, the Alliance now operates as part of Citizen's Advice Shropshire with the Hub remaining a key partner in terms of food redistribution and sharing advice to our partner groups and Foodshare tables.

Shropshire Good Food Partnership, created with start-up funding secured by the Hub, is now operating as an independent community interest company with a wide remit across six focus areas of the food economy in Shropshire. The Hub remains a partner contributing to its 'Reducing Food Waste' focus area.



Meaningful connection that brings communities together over shared food

Celebrating 6 years of saving food for good

In just 6 years, we have grown from rescuing 14 tonnes of surplus food to 175 tonnes. In total, we have saved 539 tonnes of food – enough for 1,291,368 meals. This has mitigated 1,524 tonnes of damaging greenhouse gases CO₂e.

This has only been achieved thanks to our volunteers, suppliers, partner groups and funders.

Indicator	2016/17	2021/22	Total for 6 years
Tonnes	14	175	539
Meals	32,093	417,859	1,291,383
Tonnes of CO ₂ e Mitigated	28	451	1,524
Partner groups	20	48	
Regular suppliers	5	31	
Volunteers	45	129	
Food types	Ambient only	Ambient, chilled and frozen	
Days of operation	3-5	7	

We are a small charity from a small town
making a BIG IMPACT!

Financial review, structure, governance & management

During 2020-21, the charity benefitted from an exceptional level of financial donations (£413,499), mainly in response to the crisis created by COVID 19 and the work on food poverty. These one-off grants were largely expended during 2021-22, prior to the transfer of Shropshire Food Poverty Alliance to Citizens' Advice Shropshire.

As anticipated, our income fell to £223,830 in 2021-22 but we were still able to maintain and slightly increase the tonnage of food saved and to set up the Shropshire Good Food Partnership prior to its operating as an independent organisation.



The trustees have continued their work 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.

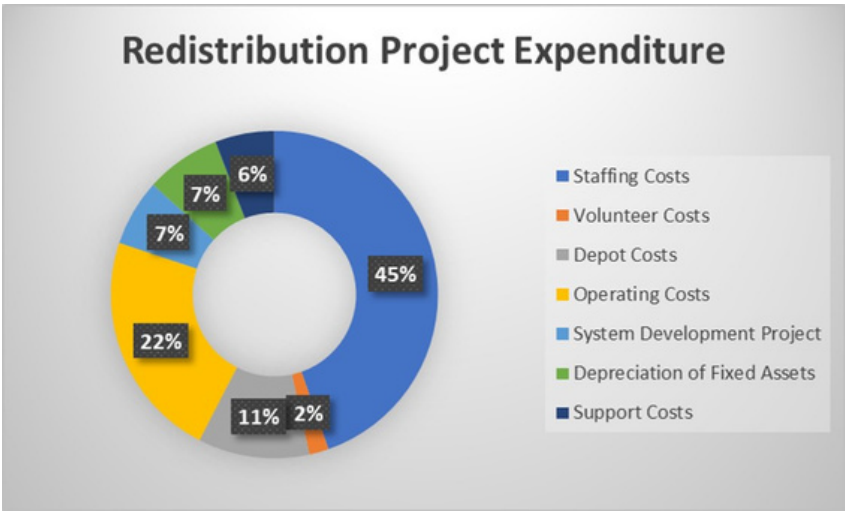
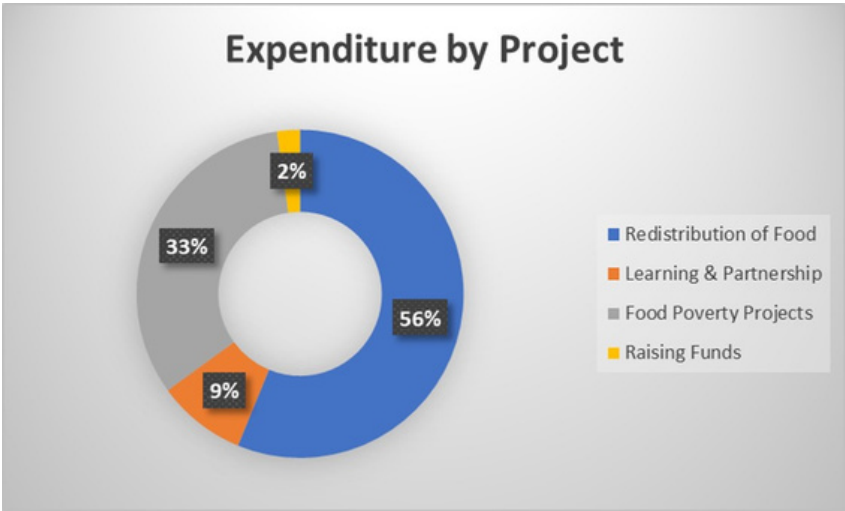
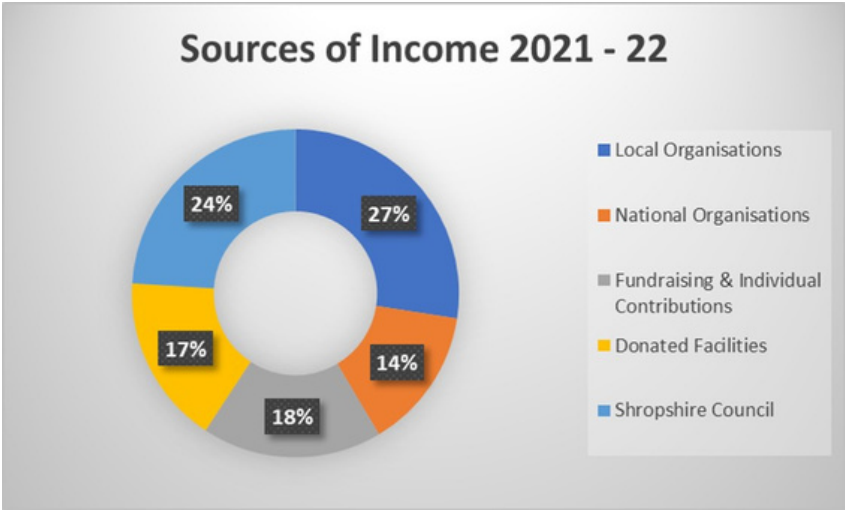
The accounts have been prepared on an accruals basis, in accordance with all relevant reporting requirements and the attached financial statements show the charity's financial position for the year ended 31 March 2022.



Financial review, structure, governance & management

Financial Position at the end of the year

Total income for the year was £223,830 including donated goods and services of £37,407. Total expenditure was £300,096, giving net expenditure of £76,266. Total expenditure included some £124,633 relating to Shropshire Food Poverty Alliance and Shropshire Good Food Partnership. The main sources of income and expenditure are summarized below:



Note: Our operational staff team was 3.9 FTE with our 129 volunteers providing the equivalent of 7 FTE.

Financial review, structure, governance & management

When combined with funds brought forward from the previous year, the total funds of the charity as at 31 March 2022 were £182,273 and are made up as follows:

	£
Fixed Assets	30,480
Unrestricted Funds	
General/Free Reserves	52,897
Designated funds	62,000
Restricted Funds	
Food Redistribution	10,002
Learning and Partnership	21,785
Food Poverty	5,109
Total Funds	<u>182,273</u>

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	50,000
Donation to support budget 2022/23	12,000
	<u>62,000</u>

Financial review, structure, governance & 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 £10,002 for the Food Redistribution activities relate to donations received to support the project to expand the collection and redistribution of chilled foods. Those for Learning and Partnership are for the delivery of specific projects, in addition to Food Redistribution activities. Restricted funds relating to Food Poverty were largely spent before the transfer of this work to Citizens' Advice Shropshire at the end of the year. However, there remained a sum of £5,109 relating to the purchase of food which could not be transferred.

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 considered the level of funds held and the expected level of income and expenditure for 12 months from approving these financial statements. The budgeted income and expenditure are sufficient with the level of reserves for the charity to be able to continue for the foreseeable future. As a result, the charity's financial statements have been prepared on a going concern basis.

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 mission is to redistribute surplus food and to reduce food waste in Shropshire for environmental and social good.

Charity Structure

The charity is a Charitable Incorporated Organization (CIO), following the Foundation model constitution.

Financial review, structure, governance & 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			N/A
Jo Powell		17/02/2022	N/A

Other People Who Served As Trustees In 2021/22

Harriet Monday

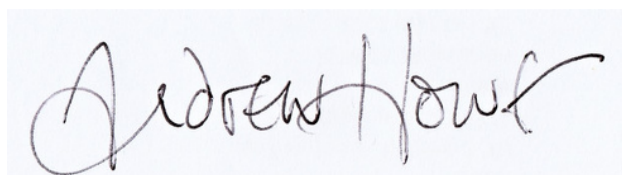
The trustees declare that they have approved the trustees' annual report and annual accounts for the period 1 April 2021 to 31 March 2022.

Signed by

Date

Andrew Howe

27/01/2022



Chair of Trustees

Appendix 1: Thanks to our supporters

Through our fundraising, we aim to ensure the financial resilience and sustainability of **Shrewsbury Food Hub** by nurturing supportive relationships with our volunteers, community, and suppliers. Our fundraising approach puts our supporters at the heart of everything we do.

We raise income to fund a rolling 12-month budget with income raised from local fundraising activities, donations, corporate support, and charitable trusts and foundations. We are steadily increasing the amount of income we raise from trusts and foundations. We are also building relationships with more local businesses who share our environmental and social objectives.

In April 2021, we launched our Walk Against Waste challenge. The fun challenge brought people together to walk and talk and show they care about the environment. All funds raised, went to support our work to rescue surplus food and redistribute it to our community.

We are immensely grateful for the support we receive. We will continue to use feedback and data insights to guide our fundraising activity.



**The Queen's Award
for Voluntary Service**

Appendix 2: List of regular suppliers

Thanks to our suppliers, we stopped more than 170 tonnes of good food from being wasted last year. The food helped to reduce their environmental impact and supported local groups such as schools, Age UK groups, The Shrewsbury Ark and community Foodshare tables. As well as our regular suppliers, we received one-off donations from local business such as pubs and restaurants due to the impact of Covid-19. We also received donations from others including allotment groups and smallholders.

Aldi Arlington	Iceland Shrewsbury
Aldi Oteley Road	Lidl Harlescott
Asda Shrewsbury	Lidl Oteley Road
Bookers Shrewsbury	M&S Meole Brace
Connect Aid CIC	M&S Town Centre
Coop Bomere Heath	Maynards Farm
Coop Monkmoor Road (Coop Food Group)	Morrisons Shrewsbury
Coop Radbrook Green Mid Counties	Muller, Market Drayton
Co-op Wenlock Road	Nandos Shrewsbury
Coopers Gourmet Foods, Telford	Promotional Handling Ltd (PHL)
FareShare Birmingham	Sainsburys Abbey Foregate
Farmfoods	Sainsburys Meole Brace
Green Acres Farm (eggs)	Sainsburys Whitecroft Road
Greggs, Pride Hill	Tesco Express Ditherington
Greggs, Wenlock Rd	Tesco Express Pride Hill (Town Centre)
	Tesco Extra Shrewsbury

Appendix 2: List of active partners

We are proud to be working with more than 50 local charities and community groups who support our community. The surplus food we supply free of charge saves them money, giving them more to spend on their core services. In addition to our regular partner groups listed, we also provided food to other groups on an ad-hoc basis as well as groups in surrounding rural communities including Minsterley, Bomere Heath, Stiperstones, Craven Arms, Whitchurch, and Oswestry.

AGE UK, Forest Way Day Centre	Emmanuel Church
Armed Forces Outreach	Empathy for Special Children
Belle Vue Youth Centre Foodshare	Friends Zone
Bellevue Youth Group/ Community Centre	Gains Park Foodshare
Bomere Heath C Of E Primary School	Grange Primary School
Bromford Housing, Beagle House	Grange Youth Club
Bromford Housing, Upton Lane	Greenacres Primary School
Christ Church Foodshare	Harlescott Community Hub
Church of the Holy Spirit	Harlescott Grange Junior School
Coffee in the Living Room	Headway
Column Nursery	Inside Out Learning
Crossbar Coaching	Leaving Care Team
Early Help Outreach Team	Little Greenfields Preschool

Appendix 3: List of active partners

Longden C Of E Primary School	Shrewsbury Town Council Temp Accommodation
Martin Wilson School	Shrewsbury Town in the Community
Meadow Farm Pre School	Shrewsbury Unitarian Church
Meet Place	Shrewsbury United Reformed Church
Meole Brace Primary School	Shropshire Mental Health Support (prev Shropshire Mind)
Meole Brace School, Young Carers	St Giles Community
Mount Pleasant Primary School	Sundorne Infant School
Passmaster Activity Club (supported by the HAF project)	Take a Chance and Dance
Riversway Elim Church	The Grange Gang
Senco Breakfast Club (Belvidere School)	The Shrewsbury Ark
Shrewsbury Academy Trust	TMBSS, Harlescott
Shrewsbury Baptist Church Crowmoor	TMBSS, Sundorne
Shrewsbury Food Bank plus Barnabas	Wilfred Owen School

SHREWSBURY FOOD HUB

ANNUAL ACCOUNTS FOR THE PERIOD 1 APRIL 2021 TO 31 MARCH 2022

CHARITY NUMBER 1171092

Appendix 4: Final Accounts 2021-22

SHREWSBURY FOOD HUB STATEMENT OF FINANCIAL ACTIVITIES FOR THE PERIOD 1 APRIL 2021 TO 31 MARCH 2022

	Notes	Unrestricted Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
		£	£	£	£
Income from:	(2) (3)				
Donations					
Redistribution of food		138,763	27,137	165,900	248,643
Learning and Partnership		-	24,800	24,800	20,600
Food Poverty		-	32,920	32,920	144,121
Charitable Activities		-	-	-	-
Investments		210	-	210	135
Total Income		138,973	84,857	223,830	413,499
Expenditure on:	(4)				
Raising Funds		6,791	-	6,791	1,059
Charitable Activities					
Redistribution of Food		75,371	93,301	168,672	148,113
Learning and Partnership		-	26,379	26,379	1,755
Food Poverty		-	98,254	98,254	88,509
Total Expenditure		82,162	217,934	300,096	239,436
Net Income/(Expenditure)		56,811	(133,077)	(76,266)	174,063
Transfers between Funds	(12a)	3,309	(3,309)	-	-
Total Funds brought forward		85,258	173,281	258,539	84,476
Total Funds carried forward	(12)	145,378	36,895	182,273	258,539

Appendix 4: Final Accounts 2021-22

SHREWSBURY FOOD HUB BALANCE SHEET AS AT 31 MARCH 2022

	Notes	2022 £	2021 £
Fixed Assets:			
Tangible assets	(8)	30,480	30,777
Total Fixed Assets		<u>30,480</u>	<u>30,777</u>
Current Assets:			
Cash at Bank and in hand	(11)	153,752	227,659
Debtors	(9)	1,590	14,255
Total Current Assets		<u>155,342</u>	<u>241,914</u>
Liabilities:			
Creditors falling due within one year	(10)	(3,549)	(14,152)
Net Assets		<u>182,273</u>	<u>258,539</u>
Funds of the Charity	(12)		
Fixed Assets		30,480	30,777
Cash Funds:			
Unrestricted Income Funds			
General funds/Free Reserves	(12b)	52,897	-
Designated funds	(12c)	62,000	54,482
Restricted Income Funds	(12d)		
Food Redistribution		10,002	81,049
Learning and Partnership		21,785	21,788
Food Poverty		5,109	70,443
Total Charity Funds		<u>182,273</u>	<u>258,539</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD 1 APRIL 2021 TO 31 MARCH 2022

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 considered the level of funds held and the expected level of income and expenditure for 12 months from approving these financial statements. The budgeted income and expenditure are sufficient with the level of reserves for the charity to be able to continue for the foreseeable future. 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.

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.

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.

Appendix 4: Final Accounts 2021-22

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.

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 4: Final Accounts 2021-22

2. ANALYSIS OF INCOME

	Unrestricted Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
	£	£	£	£
Donations:				
Donation and gifts	94,430	44,800	139,230	266,808
Gift Aid	6,926	-	6,926	4,761
WRAP grant	-	13,057	13,057	31,185
Donated facilities	37,407	-	37,407	12,985
Joint fundraising and donations	-	-	-	24,130
Grants received by Shropshire Food Poverty Alliance for re distribution during pandemic	-	27,000	27,000	73,495
	138,763	84,857	223,620	413,364
Charitable Activities	-	-	-	-
Interest Income	210	-	210	135
Total Income	138,973	84,857	223,830	413,499

3. DONATED GOODS, FACILITIES AND SERVICES

	2022 £	2021 £
<u>Use of Property:</u>		
Depot Rental	12,000	12,000
Office Rental	-	985
<u>Other:</u>		
IT Support	4,380	-
Communications support	300	-
Loan of vehicles	10,927	-
<u>Fixed Assets:</u>		
Motor vehicle upgrade	8,000	-
Refurbished laptops	1,800	-
Total Donated Goods, Facilities and Services	37,407	12,985

Donated goods, facilities and services 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

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

Appendix 4: Final Accounts 2021-22

4. ANALYSIS OF EXPENDITURE

	Unrestricted Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
	£	£	£	£
Expenditure on Raising Donations	5,791	-	6,791	1,059
Expenditure on Charitable Activities:				
Redistribution of Food				
Staffing Costs	12,952	62,683	75,275	62,043
Volunteer Costs	1,912	1,349	3,261	1,279
Depot Costs	17,017	1,557	18,574	16,804
Operating Costs	13,203	24,846	38,049	38,622
Grants	-	-	-	12,065
Depreciation of Fixed Assets	12,392	123	12,515	9,423
System development project	11,105	-	11,105	-
Support Costs	7,150	2,743	9,893	7,877
	75,371	93,301	168,672	148,113
Learning and Partnership Projects				
Project Costs	-	22,029	22,029	665
Support Costs	-	4,350	4,350	1,090
	-	26,379	26,379	1,755
Food Poverty Projects				
Grants for distribution during pandemic	-	57,088	57,088	37,695
Project Costs	-	34,249	34,249	47,942
Support Costs	-	6,917	6,917	2,872
	-	98,254	98,254	88,509
Total Expenditure	82,162	217,934	300,096	239,436

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

5. STAFF COSTS

	2022	2021
	£	£
Salaries and wages	118,973	84,541
Social security costs	3,769	2,622
Pension costs	7,139	4,932
Total staff costs	129,881	92,095

Appendix 4: Final Accounts 2021-22

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 7 as compared with 6 in 2021.

6. PENSION SCHEME

	2022	2021
	£	£
Amount of contributions recognised in Statement of Financial Activities	7,139	4,932

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 as a response to the pandemic:

	2022	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	57,088	37,695

8. TANGIBLE FIXED ASSETS

	Computer Equipment	Depot Equipment	Motor Vehicles	Total
	£	£	£	£
Cost				
At 1 April 2021	3,480	19,244	19,065	41,789
Additions	3,848	370	8,000	12,218
At 31 March 2022	7,328	19,614	27,065	54,007
Depreciation				
At 1 April 2021	1,787	5,412	3,813	11,012
Charge for year	2,129	4,573	5,813	12,515
At 31 March 2022	3,916	9,985	9,626	23,527
Net Book Value				
At 1 April 2021	1,693	13,832	15,252	30,777
At 31 March 2022	3,412	9,629	17,439	30,480

Appendix 4: Final Accounts 2021-22

9. DEBTORS AND PREPAYMENTS

	2022 £	2021 £
Prepayments and accrued income	1,590	14,255

10. CREDITORS

	2022 £	2021 £
Creditors falling due within one year:		
Accruals	3,594	10,407
Other tax and social security	-	3,745
	<u>3,594</u>	<u>14,152</u>

11. CASH AT BANK AND IN HAND

Cash at bank and in hand totals £153,752 in 2022 as compared with £227,659 in 2021. This is held in bank accounts with notice terms ranging from zero to 60 days.

12. ANALYSIS OF CHARITY FUNDS AS AT 31 MARCH 2022

a) Total Funds

The overall funds of the charity at 31 March 2022 were £182,273 as compared with £258,539 at 31 March 2021 and are made up as follows:

	2022 £	2021 £
Fixed Assets	30,480	30,777
Cash Funds:		
Unrestricted Funds		
General/Free Reserves	52,897	-
Designated funds	62,000	54,482
Restricted Funds		
Food Redistribution	10,002	81,049
Learning and Partnership	21,785	21,788
Food Poverty	5,109	70,443
Total Funds	<u>182,273</u>	<u>258,539</u>

In 2022, net funds of £3,309 were transferred from Restricted to Unrestricted Funds. Grant funding of £4,885, which was received to fund the purchase of capital items, has 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. Designated funds of £1,576 were then transferred to Restricted Funds for Learning and Partnership projects to support Food Partnership work during the year.

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.

c) Analysis of Designated Funds

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

	2022	2021
	£	£
Liquidity Reserve – 3 months operating costs	50,000	33,406
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	12,000
	<hr/> 62,000	<hr/> 54,482

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.

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 £10,002 for Redistribution activities relate to donations received to support the project to expand the collection and redistribution of chilled foods. Those for Learning and Partnership are for the delivery of specific projects, in addition to Food Redistribution activities. Restricted funds relating to Food Poverty were largely spent before the transfer of this work to Citizens' Advice Service at the end of the year. However, there remained a sum of £5,109 which is restricted to the purchase of food which could not be transferred.

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 2022, the following two trustees were paid for the supply of services:

- Alison Thomas received £7,030 to support the charity in its response to the Covid 19 pandemic.
- Kate Hudson received £720 to support the charity in its fundraising activities

One trustee, Alison Thomas, received £7,441 as remuneration for services in the year ended 31 March 2021 for similar purposes.

b) Trustees Expenses

No trustees received any expenses for fulfilling their duty as trustee in either the year ended 31 March 2022 or 31 March 2021.

c) Transactions with Related Parties

There were no transactions with related parties in either the year ended 31 March 2022 or 31 March 2021.

Appendix 5: Independent examiner's 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 2022 as set out on pages 30-41

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 March 2022

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 did not exceed £250,000 in this year 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.



H P Bruce
FCA
c/o Dyke Yaxley Limited
1 Brassey Road
Old Potts Way
Shrewsbury
SY3 7FA

17 January 2023