



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## **Trustees' Annual Report for the period**

**From 1 November 2021 To 31 October 2022**

**Charity name: Doncaster Foodbank (Trussell Trust) Ltd**

**Charity registration number: 1171639**

### **Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The relief of financial hardship amongst people in Doncaster and the surrounding area or in other parts of the UK in such ways as the trustees from time to time think fit in particular by providing emergency food, essential toiletries, and household items to individuals and families in need and for distribution by charities or other organisations working to prevent or relieve poverty
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Doncaster Foodbank operates from a warehouse/office space located in the Kirk Sandall district of Doncaster. Food donated by the public and companies is sorted at the warehouse to be made ready for distribution. The warehouse can accommodate up to 20 tonnes of food. The foodbank operates delivery centres on four days each week, twice a week at St James' Church in Balby, once each at St Paul's Church in Wheatley and at the Holmescarr Centre in Rossington. The foodbank has obtained funding to partner with Citizens Advice to supply an advisor who attends each delivery centre to support the Trussell Trust project of financial inclusion.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Chair advises trustees of their responsibilities with respect to ensuring that the charity is run only for public benefit as described by the Charity Commission. Trustees are asked to declare any conflicts of interest at the start of each meeting. No funding is disbursed except in line with the objectives of the charity as described above, this is monitored at

		all times by the Chair and all trustees.
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### **Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	The charity does not make cash grants
Policy on social investment including program related investment	Para 1.38	NA
Contribution made by volunteers	Para 1.38	The charity's operations are almost entirely dependant on volunteers. There are two paid members of staff, the Project Manager and a warehouse manager. All other work is undertaken by volunteers under their supervision. There are currently around 60 volunteers working within the foodbank.
Other		

### **Achievements and Performance**

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>The charity issues food parcels to families and individuals to last at least three days. This has a significant impact on the clients circumstances who otherwise might have to rely on the goodwill of friends and relatives, commit crime or just go hungry.</p> <p>Additionally, the signposting to other services can assist clients to access further support from other agencies.</p> <p>New in this year is the addition of the CA adviser at each session who has enabled clients to access unclaimed benefits amounting to many thousands of pounds thus reducing the need to use the foodbank.</p>

**Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The charity has maintained its strong financial position this year with its cash assets increasing by £60,000 to £168,000 in total. However c£40,000 of this is ring-fenced funding to support the Financial Inclusion project described above over a three year period.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>Trustees recently amended the Reserves Policy to clarify the reasoning used in its determination.</p> <p>The policy states the following as the need to maintain reserves.</p> <p>It allows the charity to:</p> <ul style="list-style-type: none"> <li>• properly manage its resources.</li> <li>• plan and formally report its approach to stakeholders.</li> <li>• make funding bids, when a high bank balance can be convincingly explained to potential funders.</li> <li>• match its reserves to its requirements, otherwise the charity could be holding reserves that are too high or too low for its needs.</li> <li>• Explain to beneficiaries why all the charity's resources are not available to meet their needs.</li> </ul>
Amount of reserves held	Para 1.22	The charity determines that the minimum level of reserves is the equivalent of six month's operating costs. This is currently around £30,000
Reasons for holding zero reserves	Para 1.22	NA
Details of fund materially in deficit	Para 1.24	NA
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	NA

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	The principal sources of funds are grant income from the Trussell Trust, occasional grants and donations from other organisations such as Doncaster Council and private companies. The Charity receives regular generous donation from members of the public.
		NA

Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	<p>For the first time in the history of the Charity we have had to spend significant sums on the direct purchase of food. This is due to supermarkets stocking less food which leads them to giving us less and to the cost of living crisis which means that individuals who used to donate food are no longer able to do so.</p> <p>At present we are able to accommodate this extra expense with the help of grants but it is a concern.</p>
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Articles of Association (Trust Deed)
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Limited Company
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees are recruited by invitation of the Board of Trustees

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	The Charity has role specifications for all trustees, the Chair is responsible for ensuring that trustees are suitably inducted into their roles.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The Charity is part of the wider Trussell Trust Network from which it receives guidance, resources and organisational support without which the foodbank would not be viable
Relationship with any related parties	Para 1.51	na
Other		na

### Reference and Administrative details

Charity name	Doncaster Foodbank (Trussell Trust) Ltd
Other name the charity uses	na
Registered charity number	1171639

Charity's principal address	Co Saica Natur Sandall Stones Road Doncaster Postcode DN3 1TR

## Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Rev Sarah Maughan		1/11/21 - 20/8/22	
2	Peter Hymans	Chair		
3	Anna Clish			
4	Mark Snelson			
5	Rev Ian Smith			
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

## Corporate trustees - names of the directors at the date the report was approved

Director name		
na		

## Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
na		




## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	none
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
	none	

#### Name of chief executive or names of senior staff members (Optional information)

Mrs Julie Poland Project Manager, (Current) Mr Martin Donnelly Warehouse Manager

## Exemptions from disclosure

Reason for non-disclosure of key personnel details

na

## Other optional information


none

## Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

Peter Hymans	
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Position (eg  
Secretary, Chair, etc)

Chair	
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Date

22 March 2023
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**DONCASTER FOODBANK (TRUSSELL TRUST) LTD  
UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 OCTOBER 2022**

Eyre & Co Accountants Limited

294 Balby Road  
Balby  
Doncaster  
DN4 0QF

**Doncaster Foodbank (Trussell Trust) Ltd**  
**Unaudited Financial Statements**  
**For The Year Ended 31 October 2022**

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**Doncaster Foodbank (Trussell Trust) Ltd**  
**Company Information**  
**For The Year Ended 31 October 2022**

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<b>Directors</b>	Ms Anna Clish Mr Peter Hymans Reverend Sarah Maughan The Rev. Canon Ian Smith Mr William Snelson
<b>Secretary</b>	Mr Martin Wileman
<b>Company Number</b>	10443311
<b>Registered Office</b>	Christ Church Thorne Road Doncaster South Yorkshire DN1 2HG
<b>Accountants</b>	Eyre & Co Accountants Limited 294 Balby Road Balby Doncaster DN4 0QF

**Doncaster Foodbank (Trussell Trust) Ltd**  
**Accountant's Report**  
**For The Year Ended 31 October 2022**

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In accordance with the engagement letter dated 15 September 2020, and in order to assist you to fulfil your duties under the Companies Act 2006, we have compiled the financial statements of the company from the accounting records and information and explanations you have given to us.

This report is made to the directors in accordance with the terms of our engagement. Our work has been undertaken to prepare for approval by the directors the financial statements that we have been engaged to compile, to report to the directors that we have done so, and to state those matters that we have agreed to state to them in this report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Company and the Company's directors for our work or for this report.

You have acknowledged on the balance sheet as at year ended 31 October 2022 your duty to ensure that the company has kept proper accounting records and to prepare financial statements that give a true and fair view under the Companies Act 2006. You consider that the company is exempt from the statutory requirement for an audit for the year.

We have not been instructed to carry out an audit of the financial statements. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the financial statements.

Signed

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30/03/2023

Eyre & Co Accountants Limited  
294 Balby Road  
Balby  
Doncaster  
DN4 0QF

**Doncaster Foodbank (Trussell Trust) Ltd**  
**Income and Expenditure Account**  
**For The Year Ended 31 October 2022**

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	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
<b>TURNOVER</b>	134,275	81,624
Other income	5,000	-
Cost of raw materials and consumables	(15,186)	(4,386)
Staff costs	(39,208)	(29,684)
Other charges	(24,916)	(14,261)
	<hr/>	<hr/>
<b>NET SURPLUS</b>	<u>59,965</u>	<u>33,293</u>



**Doncaster Foodbank (Trussell Trust) Ltd**  
**Balance Sheet**  
**As at 31 October 2022**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Current assets	168,422	108,457
<b>NET CURRENT ASSETS</b>	<b>168,422</b>	<b>108,457</b>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>	<b>168,422</b>	<b>108,457</b>
<b>NET ASSETS</b>	<b>168,422</b>	<b>108,457</b>
<b>RESERVES</b>	<b>168,422</b>	<b>108,457</b>

Notes

**1. Average Number of Employees**

Average number of employees, including directors, during the year was as follows: 2 (2021: 2)

**2. Company limited by guarantee**

The company is limited by guarantee and has no share capital.

Every member of the company undertakes to contribute to the assets of the company, in the event of a winding up, such an amount as may be required not exceeding £1.

**3. General Information**

Doncaster Foodbank (Trussell Trust) Ltd is a private company, limited by guarantee, incorporated in England & Wales, registered number 10443311. The registered office is Christ Church, Thorne Road, Doncaster, South Yorkshire, DN1 2HG.

For the year ending 31 October 2022 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the micro-entity provisions.

On behalf of the board



Mr Peter Hymans

Director

27/03/2023

**Doncaster Foodbank (Trussell Trust) Ltd**  
**Detailed Income and Expenditure Account**  
**For The Year Ended 31 October 2022**

	<b>2022</b>		<b>2021</b>	
	£	£	£	£
<b>TURNOVER</b>				
Donations	36,311		38,873	
Charities Aid Foundation	22,517		-	
Trussell Trust	71,885		2,004	
Acts 43.5	310		480	
Stewardship	1,000		2,220	
Virgin Money	2,072		34,620	
Other	180		3,427	
		134,275		81,624
<b>OTHER INCOME</b>				
Other operating income		5,000		-
		139,275		81,624
<b>COST OF RAW MATERIALS AND CONSUMABLES</b>				
Foodbank supplies	15,186		494	
Foodbank centres	-		3,892	
		(15,186)		(4,386)
<b>STAFF COSTS</b>				
Wages and salaries	39,208		29,684	
		(39,208)		(29,684)
<b>OTHER CHARGES</b>				
<i>Premises expenses:</i>				
Rent, light and heat	792		792	
<i>General administration costs:</i>				
Motor vehicle costs	4,099		2,731	
IT equipment	-		1,908	
Equipment and workwear	1,863		3,069	
Training and other meetings	112		130	
Administration	2,890		2,218	
Professional fees and insurances	10,536		1,697	
Other costs	4,389		1,236	
Acts 43.5.	235		480	
	24,124		13,469	
		(24,916)		(14,261)
<b>NET SURPLUS</b>		59,965		33,293

**Doncaster Foodbank (Trussell Trust) Ltd**  
**Detailed Balance Sheet**  
**As at 31 October 2022**

	<b>2022</b>		<b>2021</b>	
	£	£	£	£
<b>Bank &amp; Cash</b>				
Bank current account	168,368		108,403	
Cash in hand	54		54	
	<u>168,422</u>		<u>108,457</u>	
		168,422		108,457
<b>NET ASSETS</b>		<u>168,422</u>		<u>108,457</u>
<b>CAPITAL AND RESERVES</b>				
Profit and loss account		<u>168,422</u>		<u>108,457</u>
		<u>168,422</u>		<u>108,457</u>

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**For The Year Ended 31 October 2022**

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Mr Peter Hymans  
Reverend Sarah Maughan  
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**Secretary**

Mr Martin Wileman

**Company Number**

10443311

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**Doncaster Foodbank (Trussell Trust) Ltd**  
**Balance Sheet**  
**As at 31 October 2022**

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Registered number: 10443311

	2022 £	2021 £
Current assets	168,422	108,457
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The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the micro-entity provisions and delivered in accordance with the provisions applicable to companies subject to the small companies' regime.

On behalf of the board

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Mr Peter Hymans

Director

27/03/2023