

Charity number: 1173120

PROJECT FOOD CIO

ANNUAL REPORT AND RECEIPT AND PAYMENT ACCOUNTS

YEAR ENDED 31 MARCH 2022



PROJECT FOOD CIO

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PROJECT FOOD CIO

REFERENCE AND ADMINISTRATIVE DETAILS FOR THE YEAR ENDED 31 MARCH 2022

Trustees

S Banks
H Creed
K Cockerell
G Dodd (appointed 14 May 2021)
C Jefferies
J Sage (Chair of Trustees)

Charity registered number

1173120

Principal office

Axminster Hospital
Chard Street
Axminster
Devon
EX13 5DU

Accountants

Griffin
Chartered Accountants
Unit 4 Silverdown Office Park
Exeter
EX5 2UX

PROJECT FOOD CIO
TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2022

STRUCTURE, GOVERNANCE AND MANAGEMENT

Constitution

Project Food is a charitable incorporated organisation governed by its constitution dated 3rd April 2017 and amended on 2nd June 2020.

Method of appointment or election of trustees

Apart from the first charity trustees, every trustee must be appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees.

In selecting individuals for appointment as charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

OBJECTIVES AND ACTIVITIES

- The objects of the CIO are to preserve and protect the health of the people and of the environment in South West England, in particular, but not exclusively
- by the provision of appropriate education on healthy eating, cooking and other relevant skills, and,
 - by promoting and improving the knowledge of sustainable development, in particular, but not exclusively, sustainable food production and distribution.

Main activities

Our mission is to enable people in the South West to improve their diet, so they enjoy better physical and mental health. We provide a helping hand to healthy eating, helping people to learn how to cook and eat healthy food for themselves and their families - particularly isolated and otherwise disadvantaged groups. We provide access to nutritious food; we educate and inform; we deliver skills; we support. We work with all ages: from the very young, to very elderly people in the community. Project Food works in towns throughout East Devon, and in South Somerset and West Dorset. The Charity also ran a fruit and vegetable and local produce shop and garden in Axminster. Support is available for all sectors of the community.

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TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2022

Main activities for the public benefit

Our mission is to enable people in the South West to improve their diet so they enjoy better physical and mental health. Project Food is based in Axminster Hospital and reaches people in East Devon, West Dorset and South Somerset. We help them to identify their own personal difficulties and to find solutions that will work for them, in the long term. We support them to learn how to cook and provide healthy food for themselves and their families - particularly if they are isolated and otherwise disadvantaged. We give access to nutritious food; we educate and inform; we deliver skills; we support. We work with all ages, from the very young to the very elderly.

"My partner is my carer and he is the only one who cooks. We have a baby girl who is 9 months old and she loves her food but I struggle with anorexia and I find it hard to make food for myself when my partner is working away. We've struggled with our income as we are both self employed so our financial situation has been crippling. Your support helps us so much." Young mother supported by Project Food.

Highlights of the year:

We were delighted to be able to use our new base in Axminster Hospital kitchens to its full potential as Covid slowly stopped dominating everything we do. Having made the decision to close the fruit and vegetable shop in Axminster, we were able to concentrate fully on getting our other projects re-established. We ran face-to-face sessions for people of all ages, both in groups and one-to-one, according to the needs of the individuals. A full summary of our activities in 2021-22 can be found on the right. There are some of them in more detail below and on the next page.

Holiday and half term kids' cooking and support for children with special educational needs and disabilities (SEND) and for children living in food poverty

We ran many group sessions under the Holiday Activities and Food (HAF) programme during all the school holidays, and in term time for children with SEND, funded by Devon County Council.

Our main achievements: a year in numbers

5880 newsletters

were sent to people living alone, providing them with useful hints on staying physically and mentally healthy when self-isolating.

1224 meals

were given away to people who cannot cook for themselves, mostly due to poor mental or physical health, or a lack of skills

960 phone calls

were made to people really struggling through Covid

666 free fruit & vegetable boxes

were donated to people in desperate need including women at a Dorset refuge

188 recipe boxes

were given to families who receive free school meals

61 people who live alone, are carers, or have mental health problems

attended our Zoom cooking demonstrations

16 children

attended holiday hunger cooking activities

45 elderly people who live alone or suffer from long term health problems

attended our 'Cooking Made Easy' group sessions in Axminster, Chard and Seaton

8 children with special educational needs and disabilities

learned to cook and shared a group meal every week during the Spring term

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In February 2022 we welcomed even more children to our Axminster Hospital kitchens at a cooking class with River Cottage Executive Head Chef Gelf Alderson, ably assisted by volunteers from NHS Property Services. We are very grateful to all the children who came to these sessions (and their parents for bringing them) and to Devon Community Foundation for providing the funding.

Classes like these increase self-esteem and resilience in the children, as well as providing them with essential food skills for life.

"She LOVED it! She is still talking about it now! She will definitely be coming to the next course. She actually said to me that she was proud of herself and how well she made the pizza! That is the first time she has ever said anything like that, so thank you. This is already having a positive effect on her." Mother whose child attended Kids' Kitchen

Free fruit and vegetable boxes, homemade meals and recipe boxes for families living in food poverty and for people living with mental health problems

We were very pleased to extend and develop our deliveries of free food and recipe boxes for people struggling to cope. For some, even the thought of cooking is enough to increase anxiety and depression to unmanageable levels. For others, the cost of nutritious food is just prohibitive, and as a parent this can become very demoralising and stressful as everyone wants to give their children the best possible start in life. Our help can make an enormous difference when times are tough.

"Thank-you for your continued support. You're being the difference between me eating or not & Thank you for your amazing help whilst I've been unwell. P. S. Omg you're food is amazing. Xxx [sic]" Person who receives weekly free food boxes and homemade meals."

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TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2022

FINANCIAL REVIEW

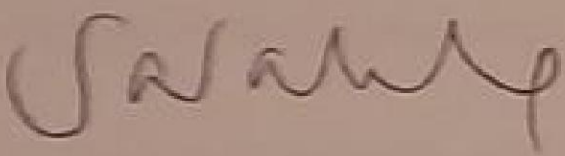
During the year, the charity received total income of £106,034 and had total costs of £114,897 giving a deficit of £8,863. The charity had budgeted to have a deficit of £5,000, but has underperformed against the budget due to the closure and moving of their shop into the Hospital which has caused a decrease in income. The reserves they have are enough to cover this deficit easily.

Reserves policy

The trustees are satisfied that the level of cash funds as shown on the Statement of Assets and Liabilities are adequate to cover known and anticipated costs in the short term.

Trustees review the needs of the charity on a regular basis and aim to maintain at least six months of operating costs within the charity's reserves. However, this is not always possible as the charity is dependent upon donation and grant income. As a minimum, cash funds of £12,000 will be kept to cover mandatory redundancy payments for staff and funds required to cover long term agreements. On 31 March 2022, the Trust is holding £53,561 of unrestricted cash funds, which is adequate to meet this policy.

The report was approved by the trustees on 19.1.2023 and signed on its behalf by:



S Banks

Chair of Trustees

PROJECT FOOD CIO
INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 MARCH 2022

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF PROJECT FOOD CIO.

I report to the charity trustees on my examination of the accounts of the charity for the period ended 31 March 2022 which are set out on pages 7 and 8.

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

INDEPENDENT EXAMINER'S STATEMENT

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

1. accounting records were not kept in respect of the charity as required by section 130 of the Act, or
2. the accounts do not accord with those records, or
3. the accounts do 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 other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:



Dated: 20/01/23

Misty Nickells FCA
Griffin
Chartered Accountants
Unit 4 Silverdown Office Park
Exeter
EX5 2UX

PROJECT FOOD CIO

RECEIPTS AND PAYMENTS

FOR THE YEAR ENDED 31 MARCH 2022

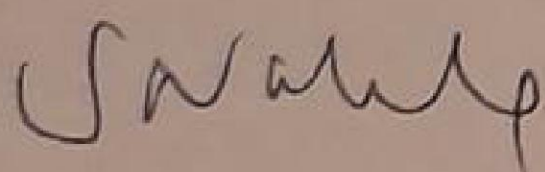
	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Receipts				
Donations	8,726	-	8,726	12,425
Grants	967	78,763	79,730	74,070
The Food Hub Shop Sales	9,670	-	9,670	57,994
JRS Grants	-	-	-	8,251
Fundraising events	7,813	-	7,813	1,655
Interest received	95	-	95	26
TOTAL RECEIPTS	<u>27,271</u>	<u>78,763</u>	<u>106,034</u>	<u>154,421</u>
Payments				
Purchases - shop stock	1,479	6,134	7,613	42,893
Staff costs	28,155	41,424	69,579	75,270
Establishment costs	30	1,263	1,293	8,518
Project room hire	-	411	411	-
Learning materials	42	4,140	4,182	3,921
Food for cookery sessions	6,522	4,598	11,120	-
Office and cooking equipment costs	586	2,532	3,118	3,935
Training, recruitment and travel	207	3,981	4,188	3,894
Project publicity and fundraising	2,364	6,652	9,016	1,009
Project management	-	-	-	1,286
Postage	209	1,300	1,509	1,683
Insurance	-	760	760	889
Independent examination fees	-	1,080	1,080	600
Activity	-	1,028	1,028	-
TOTAL PAYMENTS	<u>39,594</u>	<u>75,303</u>	<u>114,897</u>	<u>143,898</u>
SURPLUS/(DEFICIT) FOR THE YEAR	<u>(12,323)</u>	<u>3,460</u>	<u>(8,863)</u>	<u>10,523</u>

PROJECT FOOD CIO

STATEMENT OF ASSETS AND LIABILITIES FOR THE YEAR ENDED 31 MARCH 2022

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Cash funds				
Bank accounts	53,547	28,274	81,821	90,129
Petty cash	14	-	14	569
TOTAL ASSETS	<u>53,561</u>	<u>28,274</u>	<u>81,835</u>	<u>90,698</u>

The accounts were approved by the Trustees on 19.1.2023 and signed on their behalf by:



S Banks
Chair of Trustees