

Charity number: 1173120

PROJECT FOOD CIO

ANNUAL REPORT AND RECEIPT AND PAYMENT ACCOUNTS

YEAR ENDED 31 MARCH 2025



PROJECT FOOD CIO

CONTENTS

	Page
Reference and administrative details	1
Trustees' report	2 - 6
Independent examiner's report	7
Receipt and payments	8
Statement of assets and liabilities	9

PROJECT FOOD CIO

REFERENCE AND ADMINISTRATIVE DETAILS FOR THE YEAR ENDED 31 MARCH 2025

Trustees

R Trapani (Chair of Trustees) - Appointed 25 July 2024

V Mowatt - Appointed 10 June 2025

J Morency

S Birnie

A de Ferranti

G Dodd

Charity registered number

1173120

Principal office

Axminster Hospital

Chard Street

Axminster

Devon

EX13 5DU

Accountants

Griffin

Chartered Accountants

Courtenay House

Pynes Hill

Exeter

EX2 5AZ

PROJECT FOOD CIO
TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2025

Introduction from the Chair

I have now been Chair of the Board of Trustees for a little over a year. During that time, the dedication of everyone involved (both volunteers and staff) has been striking. I have been so impressed by how much everyone wants to make a difference to the lives of people with particular needs when it comes to good health and food.

I took over an already well-governed charity whose trustees have excellent 'lived experience' in areas relevant to our work. These include having personal experience with people who've known both food insecurity and those who've had to make significant changes to diet due to ill health. Food affects us all, in so many ways.

In 2024 we developed a more targeted strategy for the charity, which prioritises working with those who are at risk of diet related illness; concentrating on children, young people and their families who are on low incomes. This is already beginning to show concrete returns. In 24/25 we partnered with more than 60 local organisations, many of whom responded to our more targeted messaging and were delighted to refer clients to us.

In terms of the Trustee Board, our aim now is to further increase its diversity. In order to achieve this, we have developed a recruitment strategy which aims to increase involvement from current and former beneficiaries of our services, as we feel that they will bring a unique, and extremely valuable perspective regarding how we run the organisation. We are also looking to find volunteers who can help us with one-off tasks. For instance, someone with experience within the NHS regarding schemes (and possible funding) that align with our work; e.g. regarding type 2 diabetes. Locally, we are becoming an important add-on service to doctors' surgeries and NHS clinics, and we would like to continue to maximise our impact.

As a charity we are embracing the opportunities that new technologies provide, working to reduce our operating costs without losing the personal touch. Examples of this include using AI to design proformas, which can be quickly adapted to different needs, and avoids us continually reinventing the wheel - particularly regarding admin. There are many valid concerns regarding AI but it can also bring significant benefits, and we need to ensure that we exploit this to its full.

The current economic climate presents significant challenges, not just for our beneficiaries but also when it comes to Project Food's operating costs. AI is making the funding arena ever more competitive and an increase in applications means that even well-established charities like Project Food have never before seen such a reduction in available grants.

We are fortunate to have not just competent, dedicated staff but also volunteers without whom Project Food could simply not function. I wish to take this opportunity to thank each and everyone of them for their valued service.

It is extremely rewarding to work with people who are so dedicated to serving others. The work is truly fascinating and I feel myself to be as much a beneficiary of the charity as others, for it is so good to be involved and make a small difference to such a worthwhile cause.

Roger Trapani

Roger Trapani
Chair of Trustees, Project Food

09/12/2025

PROJECT FOOD CIO
TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2025

Who we are

Project Food works in small towns across East Devon and South Somerset, focusing on neighbourhoods that face the greatest local challenges. We believe that everyone deserves access to nutritious food, no matter their income or background.

Our mission is simple:

To help people eat better so they can feel better – both physically, mentally, and emotionally.

We prioritise working with those who are at risk of diet-related illness, concentrating on children, young people and their families who are on low incomes.

Why our work matters

Poor diets are linked to serious health problems – from obesity and diabetes to heart disease and poor mental health.

In Devon, the difference in healthy life expectancy between the most and least affluent areas is 13 years.

Children who are overweight or obese are more likely to:

- Be bullied
- Miss school
- Struggle with mental health
- Achieve lower grades

We believe that good food should be for everyone – not just those who can afford it.

What we do

We build communities around food

- We run group cooking classes to share skills and build confidence
- We help people develop healthier habits and increase resilience
- We create free, nutritious meals for those most in need

We provide tailored support

- We work 1:1 with individuals to boost confidence and motivation
- We design bespoke courses for people with specific health needs
- We offer recipe boxes with easy-to-follow instructions to encourage home cooking

PROJECT FOOD CIO
TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2025

Our impact in numbers (April 2024 – March 2025)

People supported

- 813 individuals, including 216 children

Sessions delivered (total: 122)

- Cooking with Confidence (Axminster & Seaton): 25
- Good Grub Club (Chard): 8
- 1:1 Support (Axminster & Ottery St Mary): 38
- Cooking with Kids/ Make and Munch (East Devon): 22
- Energy Efficient Cooking (Chard): 11
- Boss the Kitchen (Axe Valley Academy): 18

Volunteers

- 53 volunteers gave 756 hours of their time

Food Support

- 1,129 fruit & veg bags distributed
- 1,451 homemade ready meals provided
- 242 recipe boxes given to families on free school meals

Working together

We partnered with more than 60 organisations, many of whom actively refer people to us or work alongside us to deliver support.

Real results

Cooking with Kids

The course is designed to support families in developing the skills and confidence to cook nutritious meals, improve their diets, and build stronger relationships both within their households and with others in their community. It is particularly aimed at families on very low incomes, including those eligible for Free School Meals, and those facing additional challenges such as children with special educational needs, including autism, learning difficulties, or visual impairments. The course provides a welcoming and inclusive environment where families can learn together, make new friends, and gain practical tools to support healthier, more connected lives. Each course helps around 6 families and runs for 6 weeks.

In Littleham, Exmouth the impact was as follows:

- 100% improved family eating habits
- 60% increased fruit & veg intake
- 80% reduced fast food/takeaway consumption
- 100% now cook more meals from scratch
- 100% improved knowledge of healthy foods

In Axminster, after 6 weeks, participants showed big improvements in:

- Cooking confidence
- Kitchen safety
- Using new ingredients
- Following recipes
- Cooking techniques

PROJECT FOOD CIO
TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2025

What the parents said:

- o "I never normally put any veg in the fajitas as I thought my daughter wouldn't like it – but she does"
- o "I didn't know you could use really old bananas for cake, we always used to throw them away"
- o "I've never tried a lentil before, it's quite good"
- o "Will definitely make this again"

What other people say

"Receiving your newsletters has encouraged me to understand more about healthy eating, how to prepare and cook food and how to avoid waste."

Linda, Seaton

"These boxes have been a godsend... I'm getting so much more confident with shopping for ingredients now."

Recipe Box recipient, Axminster

Case Study

Meet Charlie – a creative 24-year-old with FASD (Fetal Alcohol Spectrum Disorder) who was referred to Project Food by the mental health group Headlight.

Charlie wanted to learn to cook for his friends and build confidence in the kitchen.

What happened:

- Charlie joined six 1:1 cooking sessions with volunteer Sam
- He learned new skills, tried new foods, and began to make meals for himself at home
- The culmination of his sessions saw him host a pizza-making workshop for his peer group - his personal goal!

"Thank you, Project Food was really fun and I think it helped me a lot!"

Charlie

"It was lovely to see how happy and confident he was today... We've seen a big increase in his confidence."

Lola, Headlight Support Worker

This is a brilliant example of how community partnerships – between Project Food, Headlight, and Action East Devon – can empower young people and help them thrive.

John's story

John is in his 60s and lives in Axminster. Not long ago he was diagnosed with type 2 diabetes, and shortly afterwards he lost his wife. She had always done the cooking, and suddenly John found himself not only grieving, but completely adrift. He didn't know where to start when it came to food, let alone how to manage a health condition that felt overwhelming.

After many years of marriage, John was heartbroken - but also completely lost. He had never cooked a meal in his life. Suddenly, he was trying to manage the house and figure out how to look after himself too. It was a difficult and steep emotional learning curve. He wanted to take control of his health, to understand what diabetes really meant, and learn how food could help him feel better. But he needed support – that was gentle, practical, and non-judgemental.

That's where Project Food came in. Through our welcoming, diabetes-friendly cooking sessions John began to build confidence. He learned which foods to choose, how to cook simple meals, and how to make small changes that all add up. He started eating more fruit and vegetables and, finally, he began to feel more in control.

"A huge thank you for caring."

"I am leaving with a much better understanding"

PROJECT FOOD CIO
TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2025

Financial Review:

During the year, the charity received total income of £163,888 and had total costs of £150,416 giving a surplus of £13,472. The charity had budgeted to break even and has outperformed the budget. This leaves the charity in a relatively strong financial position and will enable additional project work to be undertaken over the course of the next financial year.

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 2025, the Trust is holding £52,896 of unrestricted cash funds, which is adequate to meet this policy.

The report was approved by the trustees on 09/12/2025 and signed on its behalf by:

Roger Trapani

R Trapani

PROJECT FOOD CIO
INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 MARCH 2025

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 2025 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: 10/12/25

Laura Waycott FCA
Griffin
Chartered Accountants
Courtenay House
Pynes Hill
Exeter
EX2 5AZ

PROJECT FOOD CIO**RECEIPTS AND PAYMENTS
FOR THE YEAR ENDED 31 MARCH 2025**

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total funds 2025 £	<i>Total funds 2024 £</i>
Receipts				
Donations	8,103	-	8,103	8,666
Grants	4,666	141,242	145,908	116,558
Shop Income	274	-	274	815
Fundraising events	9,379	-	9,379	7,740
Interest received	224	-	224	213
TOTAL RECEIPTS	<u>22,646</u>	<u>141,242</u>	<u>163,888</u>	<u>133,992</u>
Payments				
Purchases - shop stock	-	-	-	222
Staff costs	21,021	84,858	105,879	82,421
Establishment costs	-	4,091	4,091	1,342
Project room hire	-	1,344	1,344	920
Learning materials	170	5,753	5,923	5,735
Food	23	15,031	15,054	12,093
Office and cooking equipment costs	-	3,029	3,029	1,671
Training, recruitment and travel	83	3,842	3,925	5,168
Project publicity and fundraising	3,740	146	3,886	1,758
Insurance	-	1,201	1,201	1,315
Independent examination fees	1,260	-	1,260	1,200
Farm activities	-	824	824	-
Consultancy	-	4,000	4,000	2,500
TOTAL PAYMENTS	<u>26,297</u>	<u>124,119</u>	<u>150,416</u>	<u>116,345</u>
SURPLUS/(DEFICIT) FOR THE YEAR	<u>- 3,651</u>	<u>17,123</u>	<u>13,472</u>	<u>17,647</u>

PROJECT FOOD CIO

**STATEMENT OF ASSETS AND LIABILITIES
FOR THE YEAR ENDED 31 MARCH 2025**


	Unrestricted funds 2025 £	Restricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
Cash funds				
Bank accounts	52,694	52,847	105,541	92,257
Petty cash	202		202	14
TOTAL ASSETS	52,896	52,847	105,743	92,271

The accounts were approved by the Trustees on 09/12/2025 and signed on their behalf by:

Roger Trapani

R Trapani

SIGNATURE CERTIFICATE



REFERENCE NUMBER

6ABCA2BA-979B-4964-8653-3D21E7B3FDF2

TRANSACTION DETAILS

Reference Number
6ABCA2BA-979B-4964-8653-3D21E7B3FDF2

Transaction Type
Signature Request

Sent At
11/28/2025 05:18:39 AM EST

Executed At
12/09/2025 02:05:35 PM EST

Identity Method
email

Distribution Method
email

Signed Checksum
af77eecbf0080ea33394cced07b6bc8de62d8c61338861b35d05c8dda0e82b0d

Signer Sequencing
Disabled

Document Passcode
Disabled

DOCUMENT DETAILS

Document Name
Project Food CIO - Full accounts

Filename
Project_Food_CIO_-_Full_accounts.pdf

Pages
11 pages

Content Type
application/pdf

File Size
421 KB

Original Checksum
fe05da8167ba1d6894348fc32ddad4d0ed2cea45aaec6a7e50d9d0ae97456bd7

SIGNERS

SIGNER	E-SIGNATURE	EVENTS
Name Roger Trapani	Status signed	Viewed At 12/09/2025 12:58:33 PM EST
Email tiggy@project-food.org.uk	Multi-factor Digital Fingerprint Checksum 4f53cda18c2baa0c0354bb5f9a3ecbe5ed12ab4d8e11ba873c2f11161202b945	Identity Authenticated At 12/09/2025 02:05:35 PM EST
Components 6	IP Address 86.165.165.18	Signed At 12/09/2025 02:05:35 PM EST
	Device Firefox via Windows	
	Typed Signature <div>Roger Trapani</div>	
	Signature Reference ID 2268E750	
	Typed Signature <div>Roger Trapani</div>	
	Signature Reference ID CB9233C2	
	Typed Signature <div>Roger Trapani</div>	
	Signature Reference ID 30C7E860	

AUDITS

TIMESTAMP	AUDIT
11/28/2025 05:18:39 AM EST	Team Griffin (office@griffinaccountancy.co.uk) created document 'Project_Food_CIO_-_Full_accounts.pdf' on Chrome via Windows from 185.253.179.97.
11/28/2025 05:18:39 AM EST	Roger Trapani (tiggy@project-food.org.uk) was emailed a link to sign.
12/09/2025 08:47:54 AM EST	Roger Trapani (tiggy@project-food.org.uk) viewed the document on Firefox via Windows from 86.188.71.26.
12/09/2025 12:58:33 PM EST	Roger Trapani (tiggy@project-food.org.uk) viewed the document on Firefox via Windows from 86.165.165.18.
12/09/2025 02:05:35 PM EST	Roger Trapani (tiggy@project-food.org.uk) authenticated via email on Firefox via Windows from 86.165.165.18.
12/09/2025 02:05:35 PM EST	Roger Trapani (tiggy@project-food.org.uk) signed the document on Firefox via Windows from 86.165.165.18.