



Alnwick District Food Bank

Trustees' Annual Report for the period 01/07/2020 to 30/06/2021

(Charitable Incorporated Organisation - Registration no. for England and Wales : 1173294)

Objectives and Activities

As a registered Charitable Incorporated Organisation our Governing Document defines our objects as "the relief and prevention of poverty in Alnwick and the surrounding areas by means of food provision, information, advice, guidance, education and any other means, as deemed appropriate".

Our main activity focuses on providing food for individuals and families in need of help, in particular to those struggling financially. When Covid-19 restrictions have allowed, we have encouraged those we help to visit the food bank. Whilst we are not professionally trained to give advice we maintain close contacts with those organisations which can, and do our best to signpost should advice be sought.

As Trustees we acknowledge the Charity Commission's public benefit guidance, and we are satisfied that the Charity complies.

Additional information

The Charity is run entirely by volunteers. No salaries have been paid during the year, although volunteers are entitled to reclaim legitimate expenses. A number choose not to do so, and for those that do it is in compliance with, and does not exceed, Government taxable restrictions.

Our operations are reliant on donations of both food and money from individuals, other charitable organisations, including schools and churches, and corporate bodies. We are not grant making.

We maintain good relations and cooperative working with neighbouring food banks to ensure our communities, both rural and urban, are covered effectively. To this end we belong to the North Northumberland Food Group, which in recent months has been meeting on Zoom. The work of this group has been recognised by Northumberland Communities Together, launched by Northumberland County Council since the start of the Covid-19 crisis.

Achievements and Performance

The reporting year has been dominated by Covid-19. At times it has been necessary to work 5 days each week. In parallel to this demand our number of volunteers greatly reduced due to isolating and shielding. Management meetings were carried out via Zoom and, when restrictions allowed, with socially distanced face to face meetings. We have been successful in meeting additional demand and have been able to increase both food and cash donations by maintaining an active social media presence.

We have tailored our activities to match the changing levels of need, and restriction, and for this we thank our volunteers for their flexibility and willingness to adapt. We also noticed changes in the type and demographic of our clients. Pre-Covid we supported families in the main but, at the time of writing, we currently serve 70% singles/couples and only 30% families. The pandemic has also seen new food banks and food assistance initiatives pop up in the area. These we have welcomed, being in direct

response to increased need. We, ourselves, have been able to extend the range of food on offer and all clients are now offered butter, eggs, fruit, fresh meat and vegetables, in addition to our usual food parcels.

After a brief lull, demand increased again from January to April. In total we have distributed 3,042 parcels from lock-down in March 2020 through to 31st March 2021. In comparison 645 parcels were distributed in the same period the previous year - a 470% increase in demand overall for that period.

For the financial year 1st July 2020 to 30th June 2021 we sent out 2,651 parcels.

Northumberland County Council continue to offer good support being our landlord of the premises we occupy at Lindisfarne Adult Learning Centre. Their redevelopment plans for the Lindisfarne site have been seriously delayed due to Covid-19 but are moving forward. We are in dialogue with them as to our future needs and their ability to meet them.

Financial Review

The Financial Return is submitted with this report. Total income for the year was £49093, to the nearest pound, inclusive of HMRC Gift Aid, refund of which the charity is approved. Expenditure of £32314 was incurred, of which food purchases accounted for £27338 or just over 85% of the total.

Available funds at the year end totalled £55000

Our policy is to hold a minimum of 2 years expenses, and our year end accounts reflect this. As other charities were struggling, in January of this year to temporarily decline substantial, one off donations and to keep reserves under review. All funds are held in the charity's Business Account with Lloyds Bank. The exception is Petty Cash maintained, as close as possible, to a balance of £100.

Northumberland County Council assure us we are included in their plans for redevelopment of the Lindisfarne site and we have confidence the charity can continue as a going concern. This includes our ability to fund our move, with expenditure on IT and office needs, insurance, security and shelving anticipated.

Structure, Governance and Management

As a Charitable Incorporated Organisation it is a "Foundation" model constitution with only its Trustees being voting members. The number of Trustees appointed must be a minimum of 3 and a maximum of 12. Currently there are 5 appointed Trustees, and no one individual Trustee is entitled to appoint.

All Trustees and volunteers undergo induction.

The Charity is totally independent and unrelated to other parties. As stated previously, it works cooperatively, with integrity, with other charitable organisations, and a wide variety of professionals, in pursuance of common aims

Reference and Administrative details

The address of the charity is:-
Alnwick District Food Bank
C/o Lindisfarne Adult Learning Centre,
Lindisfarne Road,
Alnwick,
Northumberland
NE66 1AX

During the financial year ending 30th June 2021, John Knight requested to retire as a
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for England and Wales

Trustee, when his term of appointment came up for renewal in May. The Trustees unanimously appointed volunteer and team leader Marlene Gray in replacement.

Appointed Trustees as at 30th June 2021 are:-

Clive Gibson Chairperson
Deborah Baker Treasurer
Maureen Buchanan
Marlene Gray
Christine McElhone

There are no corporate trustees and, as the charity does not own any property, the Trustees confirm none of them hold any title to property belonging to it.

All funds are **unrestricted** and none are held as custodian trustees on behalf of others. The Trustees confirm that no advisers are appointed, or paid for, by the charity.

This Annual Report was unanimously approved by all appointed Trustees, as named above, at a meeting held at Lindisfarne Adult Learning Centre on 15th July 2021

C R Gibson

Signed : Clive Robert Gibson (Chairperson)
2021

Dated 15th July



CHARITY COMMISSION
FOR ENGLAND AND WALES

Swick District Food Bank

1173294

Receipts and payments accounts

For the period from	Period start date 1 7 20	To	Period end date 30 6 21
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £
A1 Receipts				
Donations	48,007	-	-	48,007
HMRC Gift Aid refund	1,074	-	-	1,074
Refunds	13	-	-	13
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
Sub total (Gross income for AR)	49,093	-	-	49,093
A2 Asset and investment sales, (see table).				
	-	-	-	-
	-	-	-	-
Sub total	-	-	-	-
Total receipts	49,093	-	-	49,093
A3 Payments				
Food Purchases	27,338	-	-	27,338
Equipment/packing/expenses	3,709	-	-	3,709
Mileage	273	-	-	273
Insurance	274	-	-	274
Rent	720	-	-	720
	-	-	-	-
	-	-	-	-
	-	-	-	-
Sub total	32,314	-	-	32,314
A4 Asset and investment purchases, (see table)				
	-	-	-	-
	-	-	-	-
Sub total	-	-	-	-
Total payments	32,314	-	-	32,314
Net of receipts/(payments)	16,779	-	-	16,779
A5 Transfers between funds	-	-	-	-
A6 Cash funds last year end	38,221	-	-	38,221
Cash funds this year end	55,000	-	-	55,000

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
B1 Cash funds	Lloyds Current Account	55,000	-
		-	-
		-	-
	Total cash funds	55,000	-
	(agree balances with receipts and payments account(s))	OK	OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
B2 Other monetary assets	Petty Cash	125	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

	Details	Fund to which asset belongs	Cost (optional)
B3 Investment assets			-
			-
			-
			-
			-

	Details	Fund to which asset belongs	Cost (optional)
B4 Assets retained for the charity's own use			-
			-
			-
			-
			-
			-
			-
			-
			-
			-

	Details	Fund to which liability relates	Amount due (optional)
B5 Liabilities			-
			-
			-
			-
			-

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

CC16a



**Last year
to the nearest £**

24,512
633
-
-
-
-
-
-
25,145

-
-

25,145

9,383
3,956
215
294
1,500
-
-
-
-
15,348

-

15,348

9,797
-
28,424
38,221



**Endowment
funds**

to nearest £

-
-
-
-

OK

**Endowment
funds**

to nearest £

-
-
-
-
-
-

**Current value
(optional)**

-
-
-
-
-

**Current value
(optional)**

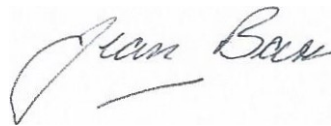
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-
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-
-
-
-
-
-

**When due
(optional)**

Date of
approval

To whom it may concern

I have examined the accounts of Alnwick District Food Bank for the year ending 30th June 2021. To assist in this, I have had access to all bank statements, bank reconciliations, income and expenditure statements and invoices received. I am satisfied that the year-end account presented to me and signed by me on 14th July 2021 is a true record of the financial position of this charity.

A handwritten signature in black ink, appearing to read 'Jean Barr', with a stylized flourish at the end.

Jean Barr
37 Springfield Park
Alnwick
Northumberland
14th July 2021