

HATFIELD FOODBANK

England & Wales · Charity number 1174288

Details

Status Registered

Legal form CIO

Registered 2017-08-16

Register [View on the Charity Commission register](#)

Contact

Address Gracemead Church
Gracemead House
Woods Avenue
Hatfield
Hertfordshire
AL10 8HX

Phone 01707269095

Email info@hatfield.foodbank.org.uk

Website www.hatfield.foodbank.org.uk

Activities

Objects: THE RELIEF OF FINANCIAL HARDSHIP AMONGST PEOPLE IN HATFIELD AND THE SURROUNDING AREA OR IN OTHER PARTS OF THE UNITED KINGDOM IN SUCH WAYS AS THE TRUSTEES FROM TIME TO TIME THINK FIT - IN PARTICULAR, BUT NOT EXCLUSIVELY BY: A) PROVIDING EMERGENCY FOOD, ESSENTIAL TOILETRIES, AND HOUSEHOLD ITEMS TO INDIVIDUALS AND FAMILIES IN NEED AND/OR FOR DISTRIBUTION BY CHARITIES OR OTHER ORGANISATIONS WORKING TO PREVENT OR RELIEVE POVERTY;B) SUCH OTHER MEANS, INCLUDING (BUT NOT LIMITED TO) THE PROVISION OF SUPPORT OR SIGNPOSTING TO RELEVANT INFORMATION AND OTHER ADVISORY SERVICES AND TO PROVIDE SUCH SERVICES WITH A CHRISTIAN ETHOS, SUPPORTED BY CHURCHES IN HATFIELD. NOTHING IN THIS CONSTITUTION SHALL AUTHORISE AN APPLICATION OF THE PROPERTY OF THE CIO FOR THE PURPOSES WHICH ARE NOT CHARITABLE.

Activities: Foodbank, principally - covering Hatfield and the surrounding area

Classification

- **How:** Provides Services, Provides Advocacy/advice/information, Other Charitable Activities
- **What:** The Prevention Or Relief Of Poverty
- **Who:** Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

- Hertfordshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-09-30	£120,951	£126,204	-	-
2024-09-30	£141,406	£122,283	-	-
2023-09-30	£139,324	£104,107	-	-
2022-09-30	£79,335	£43,765	-	-
2021-09-30	£31,659	£22,886	-	-

Trustees

Name	Role	Appointed
Colin Geoffrey Hill	Chair	2022-06-22
Alexander Stephen Masters		2023-10-18
Rev HEATHER JANE DYCE		2017-08-31
Rev Michael Laurence St John Dyce		2017-08-31
Thulani Itayi Mupemhi		2026-02-08
Timothy John Dunnington		2024-10-06

HATFIELD FOODBANK

England & Wales - Charity number 1174288

Accounts



Trustees' Annual Report for the period

From 1st October 2024 to 30th September 2025

Charity name: Hatfield Foodbank

Charity registration number: 1174288

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>The relief of financial hardship amongst people in Hatfield and the surrounding area or in other parts of the United Kingdom in such ways as the Trustees from time to time think fit - in particular, but not exclusively by:</p> <p>a) providing emergency food, essential toiletries etc to individuals and families in need and/or for distribution by charities or other organisations working to prevent or relieve poverty;</p> <p>b) such other means, including (but not limited to) the provision of support or signposting to relevant information and other advisory services and to provide such services with a Christian ethos, supported by churches in Hatfield.</p> <p>Nothing in this constitution shall authorise an application of the property of the CIO for the purposes which are not charitable.</p>
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	<p>During this, our eighth year of operation, we have:</p> <ul style="list-style-type: none"> - collected and bought 65.9 tonnes (down a little from last year) of food from supermarkets, schools, businesses and other individuals, and given out 62.8 tonnes. Both figures are down a little from the 2024 year, though demand remains high. <p>We've had to buy in over 21.9 tonnes of food (very similar to the previous year's 22 tonnes), but fortunately we have been supported by financial donations from individuals and organisations, with grants from our local County Council and especially Borough Council (Welwyn Hatfield BC) being critical for us.</p> <ul style="list-style-type: none"> - we've also continued with our amazing group of around 35 or so volunteers,

		<p>- opened every week to serve those who were/are struggling in our local community (we achieved this even throughout Covid)</p> <p>- provided 9,161 people (remarkably similar to the previous year's 9,163 people) in Hatfield and the surrounding area (including 3199 children – previous year was 3,257 children) [who were referred to us through our partner agencies] with emergency food parcels. These figures are again an increase on previous years. Relieving hunger amongst over 9,000 of our 'neighbours' is an amazing thing to be able to achieve – thank you volunteers and referring agencies. (We work with over 100 agencies, who can refer their clients to the Foodbank as necessary...schools, doctors' surgeries, housing associations, Citizens Advice, the Council, churches – essentially anyone who may come across those in our community who are struggling).</p> <p>We've been able to continue this year (started Spring 2022) – with the assistance of a significant grant from Trussell Trust – with having a Citizens Advice worker present at all our foodbank sessions. He speaks to all clients who need his time...he's a specialist in benefits, debt etc; the aim is to deal with clients' issues at source wherever that's possible and helpful to clients. We pay his salary (via the grant which we top up), and CA report quarterly on the growing number of clients helped with benefits or debt relief etc. The grant will reduce to 50% for 2026-27 and zero in 2027-28, so we will need to fundraise to continue this – or look to CA to come up with the additional budget to meet demand which may be a challenge in these difficult financial days.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Trustees have had regard to the guidance issued by the Charity Commission on public benefit

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Hatfield Foodbank does not make grants
Policy on social investment including program related investment	Para 1.38	We do not make investments (one bank [current] a/c and a linked deposit a/c for wise stewardship (i.e. to get some bank interest rather than leave funds only in a current a/c).

Contribution made by volunteers	Para 1.38	<p>The foodbank continues to be run almost <i>entirely</i> by volunteers. (We had two part time employee managers during the year – much needed due to the growing demands). We are extremely grateful for all of our wonderful team of volunteers!</p> <p>Processing the donations given very generously especially at peak periods (Easter, Harvest Festival and, particularly, Christmas) is challenging, but done again successfully this year thanks to the tireless efforts of our manager, and a number of our volunteers and even trustees</p>
Other		

Achievements and Performance

	SORP reference	
<p>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.</p>	Para 1.20	<p>In terms of identifying the difference that the charity's work has made to the circumstances of its beneficiaries, the comments above really say it all.....over 9,100 people fed including nearly 3,200 children with over 62.8 tonnes of food, toiletries etc. These are significant demands on our workload - the impact of the economic issues experienced around the country manifests itself clearly at Hatfield Foodbank. Some of the detail of our work includes:</p> <p>We continued our work with:</p> <ul style="list-style-type: none"> • a warehouse which continues to have stocks well below what we saw in our first few years. This is perhaps not surprising given the increased demands; we continue to give out more food than is donated. Fortunately we are able to get grants from a number of sources to enable us to buy in food to make up the shortfall. Some donations from some sources remain strong. • backed by excellent admin - our annual stocktake (all food etc is weighed in & out to ensure and demonstrate propriety) showed a very small margin of error demonstrating good warehouse management. • Tesco – with whom we have a particularly good relationship • the local Waitrose who have also been very generous, and

		<ul style="list-style-type: none"> • Asda across the road where the newer relationship is also much stronger these days, with great donations from all three – our thanks go to customers of all three supermarkets • successful one-off donation drives (including significant charity events at Tesco, and smaller ones at Waitrose and Asda) as well as the regular weekly donations. • Christmas, Harvest Festival and Easter donations from all parts of the community (many local schools, churches & businesses (fuller list below) • WHBC have also helped with generous grants (Community Grant and Household Support Fund) without which we'd have struggled. We also received a significant £5000 grant from Hertfordshire Community Foundation, and an additional grant from Trussell. • We hold regular network events with local agencies providing information on services, and building relationships for improved cohesion in signposting local services within the community <p>The queue at our door each week continues, and the difference we are making to many lives in the local community is noteworthy. We hear (and record anonymously) stories of what a significant difference we've made to those who had nothing to eat and no way of buying in food.</p>
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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	<p>Despite a growing need to buy in food & toiletries, thanks to some generous grants, some one-off donations during the year, and the consistent giving by others month by month & year by year, the charity is in a sound financial position, although if giving/grants reduced, we would struggle within a year. 58% of our income was from grants; there is no guarantee that these will be available annually, though we continue to apply.</p> <p>We need cash as well as donations of food/toiletries because we have to buy in items which are donated less frequently in order to make up balanced food parcels detailed by Trussell Trust <i>and, especially this year, we've had to buy in 21.9 tonnes of food over & above donations.</i> Thus we have, as ever, valued both cash and food donations this year; both have a great part to play in supporting those who are struggling at any given time.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>Charity's policy on reserves has been simply to carry sufficient to ensure the ability to buy what is needed to continue to tide us for as long as reasonably possible if grants slowed down/dried up, pay our part time managers, purchase food for clients, pay a modest rent etc.</p> <p>The bank balances at 30/9/2024 of £115,458 may seem high, but this included restricted funds of:</p> <ul style="list-style-type: none"> - £21,307 designated for the Citizen's Advice project employee as mentioned above. This was paid out right at the start of the next accounting year (on 1/10/2025) when the £24,687 bill came in from Citizens Advice. - £16,610 of WHBC grants – some of which was received late in the accounting year, and <i>all of which</i> will be spent on food & toiletries etc by 31/3/2026 - the residue of the legacy <p>We believe we can continue to serve our community for at least 6 months whatever happens, and to cope with any emergencies which arise</p>
Amount of reserves held	Para 1.22	Our bank accounts (one current and one interest-bearing deposit account) had around £115k funds – made up of £67.9k restricted (incl legacy) and £47.6k unrestricted funds at the end of the year. Cash on hand was £0.
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	No deficits

Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	No uncertainty; although reserves are a little less than Trussell recommend, charity appears to be on a reasonably sound financial footing thanks to generous donations/grants, and our amazing unpaid volunteers. We plan to continue to work closely with the local Citizens Advice in the coming year in order to address at the root some of the challenges facing our clients. The bulk of the associated cost is expected to be covered by a grant from Trussell Trust, with a small balance coming from our own resources or from third party grants where we can obtain these. This Trussell grant is scheduled to end in the next year or so, which presents a fund-raising challenge if we are to continue to have CA staff on site to help clients.
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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	<p>Particularly generous donors have included:</p> <ul style="list-style-type: none"> • Grants from WHBC Household Support Fund, & Annual Community Grant, Herts Community Foundation, The Grace Trust & Trussell Trust re the CA project • Tesco, Waitrose, and Asda and their customers – including “top-up” payments received from the supermarkets via Trussell Trust. This is a scheme whereby supermarkets donate the profits they make from people buying food to donate to the foodbank. • Local schools, churches & businesses such as Mitchell Design, The Macs Hart Trust/Red Lion, Old Hatfield Residents Association, and others personal/via Stewardship (often via our website), Charities Aid Foundation, Charities Trust etc. • Many personal donors have made one-off contributions which has really helped us • A number of personal donors have started making (and continue to make) regular donations which is also <u>much</u> appreciated, and makes a huge difference. We could not do our work without the generous giving or personal and corporate donors; thank you all again. <p>In addition, we receive a number of one-off donations at key times in the year (in particular, Christmas)</p>
Investment policy and objectives including any social investment policy adopted	Para 1.46	We don't make investments.

<p>A description of the principal risks facing the charity</p>	<p>Para 1.46</p>	<p>The only risks of any significance facing the charity are:</p> <p>1. demand has continued at about the same rate this year, and we have continued to use grants and financial donations to make up the shortfall in food donations. As reported earlier in this report, we've bought continue to buy in significant amounts of food – 21.9 tonnes this year costing us over £37,700. In the first four months of the following year we had to buy in over £18,400 – an increase yet again on previous years.</p> <p>Fortunately our amazing old & new donors have, so far, continued their great generosity so that we have had sufficient to give to all who have "come our way" (been referred our way by our amazing referral agencies). We are so grateful to the generosity of personal, business, and company donors.</p> <p>2. if our use of Gracemead House in the town centre was somehow to come to an end. Gracemead is conveniently located for volunteers and clients alike, and at a very low non-market rent. That said, firstly there seems little prospect of this happening given that three of the trustees have significant influence over allowing the continued use of Gracemead. And secondly, trustees believe that another suitable location would be found in any event.</p>
<p>Other</p>		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
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	Elected by members

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's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Hatfield Foodbank
Other name the charity uses	none
Registered charity number	1174288
Charity's principal address	Gracemead House, Gracemead House, Woods Avenue, Hatfield AL10 8HX

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	Heather Jane Dyce	Trustee	Whole year	
2	Michael Laurence Dyce	Treasurer	Whole year	
3	Colin Geoffrey Hill	Chair of Trustees	Whole Year	
4	Alex Masters	Trustee	Whole Year	
5	Timothy Dunnington	Trustee	6/10/2024 to end of accounting year (30/9/2025)	
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		
None		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
None		

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	none
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	none

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

Colin Hill is Chair of Trustees. Staff - we only have two part time managers working a few hours a week.

Exemptions from disclosure

Reason for non-disclosure of key personnel details

n/a

Other optional information

We are a Trussell Trust foodbank – hence there being no entries under “advisers” above – Trussell provide excellent support and advice at the end of a phone (or email).

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	Colin Hill (signed electronically)	M L Dyce (signed electronically)
Full name(s)	Colin Geoffrey Hill	Michael Laurence Dyce
Position (eg Secretary, Chair, etc)	Chair of Trustees	Treasurer
Date	29/3/2026	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Hatfield Foodbank

No (if any)
1174288

CC16a

Receipts and payments accounts

For the period from	Period start date 01/10/2024	To	Period end date 30/09/2025
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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 £	Last year to the nearest £
A1 Receipts					
Grants	-	88,683	-	88,683	97,580
Tesco top-up/Trussell	4,079	-	-	4,079	8,726
Tesco collections	585	-	-	585	318
Stewardship/CAF donation/PayPal gift	13,086	-	-	13,086	11,770
Business/Company donations	6,986	-	-	6,986	15,179
Personal donations banked	5,215	-	-	5,215	6,182
Gift Aid tax rebate	19	-	-	19	-
Food 'sales' & personal donations	695	-	-	695	377
Bank interest	1,166	-	-	1,166	960
Sundries (incl WHBC lottery)	437	-	-	437	314
Sub total (Gross income for AR)	32,268	88,683	-	120,951	141,406
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	32,268	88,683	-	120,951	141,406
A3 Payments					
Employee costs	20,829	-	-	20,829	19,086
Citizens Advice project	-	49,375	-	49,375	48,375
Equipment/cupboards/carpet/shelving	1,272	-	-	1,272	616
Running costs - utilities, bin & phone	3,613	-	-	3,613	3,261
Running costs - rent & repairs	8,520	-	-	8,520	7,680
Running costs - stationery & postage	996	-	-	996	949
Food Purchases (incl toiletries)	-	37,784	-	37,784	36,316
Gift Card purchases (from legacy)	-	-	-	-	5,188
Volunteer expenses	514	-	-	514	296
Insurance	313	-	-	313	248
Information Commissioners Office	47	-	-	47	35
training sessions and expenses	279	-	-	279	197
Sundries	2,662	-	-	2,662	35
Sub total	39,045	87,159	-	126,204	122,282
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	39,045	87,159	-	126,204	122,282
Net of receipts/(payments)	- 6,777	1,524	-	- 5,253	19,124
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	54,360	66,350	-	120,710	101,587
Cash funds this year end	47,583	67,874	-	115,457	120,711

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank current account	10,975	-	-
	Bank deposit account	36,608	67,874	-
		-	-	-
	Total cash funds	47,583	67,874	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

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

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

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

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval
	M L Dyce (signed electronically)	Mike Dyce	24/02/2026
	C Hill (signed electronically)	Colin Hill	24/02/2026



Section A Independent Examiner's Report

Report to the trustees	Hatfield Foodbank		
On accounts for the year ended	30 September 2025	Charity no (if any)	1174288
Set out on pages	1 to 13		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30/09/2025.

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

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 records 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 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:  **Date:** 2/11/26

Name: Keith Grover

Relevant professional qualification(s) or body: Fellow of the Institute of Chartered Accountants in England & Wales

Address: 1 Hunt Close, St. Albans, Herts. AL4 9JH

HATFIELD FOODBANK

England & Wales - Charity number 1174288

Accounts



Trustees' Annual Report for the period

From 1st October 2023 to 30th September 2024

Charity name: Hatfield Foodbank

Charity registration number: 1174288

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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	<p>During this, our seventh year of operation, we have:</p> <ul style="list-style-type: none">- collected 46.3 tonnes (previous year 56.7 tonnes) of food from supermarkets, schools, businesses and other individuals, and given out 70.3 tonnes (previous year 68.3 tonnes). It's easy to see that there has been a significant drop in donations coupled with a modest growth in demand. This means that we've had to buy in over 22 tonnes of food too (previous year 13 tonnes). <p>Fortunately we have been supported by financial donations from individuals and organisations, with grants from our local County Council and especially Borough Council by our local council WHBC being critical for us. We also spent money from the significant legacy we received in July 2023 which has enabled us to further support local people in</p>

		<p>need by giving out gift cards.</p> <ul style="list-style-type: none"> - we've also continued with our amazing group of around 35 or so volunteers, - opened every week to serve those who were/are struggling in our local community (we achieved this even throughout Covid) - provided 9163 people (previous year 8777 people) in Hatfield and the surrounding area (including 3257 children – previous year was 3385 children) [who were referred to us through our partner agencies] with emergency food parcels. These figures are again an increase on previous years. Relieving hunger amongst over 9000 of our 'neighbours' is an amazing thing to be able to achieve – thank you volunteers and referring agencies. (We work with over 100 agencies, who can refer their clients to the Foodbank as necessary... schools, doctors' surgeries, housing associations, Citizens Advice, the Council, churches – essentially anyone who may come across those in our community who are struggling). <p>We've been able to continue this year (started Spring 2022) – with the assistance of a significant grant from Trussell Trust – with having a Citizens Advice worker present at all our foodbank sessions. He speaks to all clients who want his time...he's a specialist in benefits, debt etc; the aim is to deal with clients' issues at source wherever that's possible and helpful to clients. We pay his salary (via the grant which we top up), and CA report quarterly on the growing number of clients helped with benefits or debt relief etc.</p>
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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>In terms of identifying the difference that the charity's work has made to the circumstances of its beneficiaries, the comments above really say it all.....over 9100 people fed including nearly 3300 children with over 70 tonnes of food, toiletries etc. These are significant demands on our workload - the impact of the economic issues experienced around the country manifests itself clearly at Hatfield Foodbank. Some of the detail of our work includes:</p> <p>We continued our work with:</p> <ul style="list-style-type: none"> • a warehouse which continues to have stocks well below what we saw in our first few years. This is perhaps not surprising given the increased demands; we continue to give out more food than is donated. Fortunately we are able to get grants from a number of sources to enable us to buy in food to make up the shortfall. Some donations from some sources remain strong. • backed by excellent admin - our annual stocktake (all food etc is weighed in & out to ensure and demonstrate propriety) showed a very small margin of error demonstrating good warehouse management. • Tesco – with whom we have a particularly good relationship

		<ul style="list-style-type: none"> • the local Waitrose who have also been very generous, and • Asda across the road where the newer relationship continues to develop year on year (and which has improved significantly following the appointment of an excellent and supportive new community champion), with donations increasing across all three – our thanks go to customers of all three supermarkets • successful one-off donation drives (including charity events at Tesco) as well as the regular weekly donations. • Christmas, Harvest Festival and Easter donations from all parts of the community (many local schools, churches & businesses (fuller list below) • WHBC have also helped with generous grants without which we'd have struggled. <p>The queues at our doors each week have grown significantly, and the difference we are making to many lives in the local community is noteworthy. We hear (and record anonymously) stories of what a significant difference we've made to those who had nothing to eat and no way of buying in food.</p>
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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	<p>Despite a growing need to buy in food & toiletries, thanks to some generous grants, some one-off donations during the year, and the consistent giving by others month by month & year by year, the charity is in a sound financial position, although if giving/grants reduced, we would struggle within a year. 70% of our income was from grants; there is no guarantee that these will be available annually, though we continue to apply.</p> <p>We need cash as well as donations of food/toiletries because we have to buy in items which are donated less frequently in order to make up balanced food parcels detailed by Trussell Trust <i>and, especially this year, we've had to buy in 22 tonnes of food over & above donations</i>. Thus we have, as ever, valued both cash and food donations this year; both have a great part to play in supporting those who are struggling at any given time.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>Charity's policy on reserves has been simply to carry sufficient to ensure the ability to buy what is needed to continue to tide us for as long as reasonably possible if grants slowed down/dried up, pay our one part time employee (manager), purchase food for clients, pay a modest rent etc.</p> <p>The bank balances at 30/9/2024 of £120,710 may seem high, but this included restricted funds of:</p> <ul style="list-style-type: none"> - £21307 designated for the Citizen's Advice project employee as mentioned above. This was paid out right at the start of the next accounting year (on 1/10/2024) when the £24687 bill came in from Citizens Advice. - £18658 of WHBC grants of which £18k was only received in August & September (all of which will have been spent on stock etc by 31/3/2025) - the residue of the legacy <p>We believe we can continue to serve our community for at least 6 months whatever happens, and to cope with any emergencies which arise</p>
Amount of reserves held	Para 1.22	<p>Our bank accounts (one current and one interest-bearing deposit account) had around £120k funds – made up of £66.3k restricted (incl legacy) and 53.7k unrestricted funds at the end of the year. Cash on hand was £0.</p>
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	No deficits

Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	No uncertainty; charity appears to be on a reasonably sound financial footing thanks to generous donations/grants, and our amazing unpaid volunteers. We plan to continue to work closely with the local Citizens Advice in the coming year in order to address at the root some of the challenges facing our clients. The associated cost, is expected to be covered by a grant from Trussell Trust with a small balance coming from our own resources or from third party grants where we can obtain these. This Trussell grant is scheduled to end in the next year or so, which presents a fund-raising challenge if we are to continue to have CA staff on site to help clients.
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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	<p>Particularly generous donors have included:</p> <ul style="list-style-type: none"> • Grants from National Lottery Community Fund, WHBC Household Support Fund, & Annual Community Grant, Herts Community Foundation, & Trussell Trust re the CA project – and a generous gift from WHBC's Mayor's Fund • Tesco, Waitrose, and Asda and their customers – including "top-up" payments received from the supermarkets via Trussell Trust. This is a scheme whereby supermarkets donate the profits they make from people buying food to donate to the foodbank. • Local schools, churches & businesses such as Mintel Group Ltd, Co-op Local Community Fund, The Neighbourly/Sainsbury's, Profit Impact, Potters Bar Tangent Club, Old Hatfield Residents Association, Macs Hart Trust/Red Lion and others personal/via Stewardship (often via our website), Charities Aid Foundation, Charities Trust etc. • Many personal donors have made one-off contributions which has really helped us • A number of personal donors have started making (and continue to make) regular donations which is also <i>much</i> appreciated, and makes a huge difference. We could not do our work without the generous giving or personal and corporate donors; thank you all again. <p>In addition, we receive a number of one-off donations at key times in the year (in particular, Christmas)</p>
Investment policy and objectives including any		We don't make investments.

social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	<p>The only risks of any significance facing the charity are:</p> <p>1. demand has continued its growth this year – albeit at a slower rate. But, as mentioned above, donations dropped materially, though we have been able to use grant money to make up the shortfall. As reported earlier in this report, we’ve bought continue to buy in significant amounts of food – 22 tonnes this year costing us over £36000. In the first three months of the following year we bought in £10,000 – nearly as much as in the first SIX months of the previous year. Fortunately our amazing old & new donors have, so far, continued their great generosity so that we have had sufficient to give to all who have “come our way” (been referred our way by our amazing referral agencies). We are so grateful to the generosity of personal, business, and company donors.</p> <p>2. if its use of Gracemead House in the town centre was somehow to come to an end. Gracemead is conveniently located for volunteers and clients alike, and at a very reasonable rent. That said, firstly there seems little prospect of this happening given that two of the trustees have significant influence over allowing the continued use of Gracemead. And secondly, trustees believe that another suitable location would be found in any event.</p>
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
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	Elected by members

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's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Hatfield Foodbank
Other name the charity uses	none
Registered charity number	1174288
Charity's principal address	Gracemead House, Gracemead House, Woods Avenue, Hatfield AL10 8HX

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	Heather Jane Dyce	Trustee	Whole year	
2	Obafemi Oludare	Trustee	1/10/2023 to 1/9/2024	
3	Michael Laurence Dyce	Treasurer	Whole year	
4	Colin Geoffrey Hill	Chair of Trustees	Whole Year	
5	Alex Masters	Trustee	Whole Year	
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		
None		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
None		

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	none
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	none

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

Dominic Long – Foodbank Manager (part time)

Exemptions from disclosure

Reason for non-disclosure of key personnel details

n/a

Other optional information

We are a Trussell Trust foodbank – hence there being no entries under “advisers” above – Trussell provide excellent support and advice at the end of a phone (or email).

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	Colin Hill (signed electronically)	M L Dyce (signed electronically)
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Full name(s)	Colin Geoffrey Hill	Michael Laurence Dyce
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Position (eg Secretary, Chair, etc)	Chair of Trustees	Treasurer
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Date	12/1/2025
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CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Hatfield Foodbank

No (if any)
1174288

CC16a

Receipts and payments accounts

For the period from	Period start date 01/10/2023	To	Period end date 30/09/2024
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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 £	Last year to the nearest £
A1 Receipts					
Grants	-	97,580	-	97,580	87,230
Tesco top-up/Trussell	8,726	-	-	8,726	7,980
Tesco collections	318	-	-	318	410
Stewardship/CAF donation/PayPal giving	11,770	-	-	11,770	14,890
Business/Company/Rotary Club donations	15,179	-	-	15,179	19,540
personal donations	6,182	-	-	6,182	4,673
Gift Aid tax rebate	-	-	-	-	-
food 'sales' & personal donations	377	-	-	377	854
bank interest	960	-	-	960	-
Sundries	314	-	-	314	3,749
Sub total (Gross income for AR)	43,826	97,580	-	141,406	139,324
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	43,826	97,580	-	141,406	139,324
A3 Payments					
Employee costs & warehousing	19,086	-	-	19,086	18,452
Citizens Advice project	-	48,375	-	48,375	47,971
Equipment/cupboards/carpet/shelving	616	-	-	616	6,413
Running costs - utilities, bin & phone	3,261	-	-	3,261	7,096
Running costs - rent & repairs	7,680	-	-	7,680	2,720
Running costs - stationery & postage	949	-	-	949	607
Food Purchases (incl toiletries)	5,635	30,681	-	36,316	16,724
Gift Card purchases (from legacy)	-	5,188	-	5,188	3,528
Volunteer expenses	296	-	-	296	216
Insurance	248	-	-	248	203
Cleaning	-	-	-	-	-
Information Commissioners Office	35	-	-	35	35
training sessions and expenses	197	-	-	197	120
independent check costs	-	-	-	-	-
Sundries	35	-	-	35	23
Sub total	38,039	84,244	-	122,283	104,108
A4 Asset and investment purchases. (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	38,039	84,244	-	122,283	104,108
Net of receipts/(payments)	5,787	13,336	-	19,123	35,216
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	48,573	53,015	-	101,587	66,371
Cash funds this year end	54,360	66,350	-	120,710	101,587

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank current/deposit account	54,360	66,350	-
		-	-	-
		-	-	-
	Total cash funds	54,360	66,350	-

(agree balances with receipts and payments account(s))

OK

OK

OK

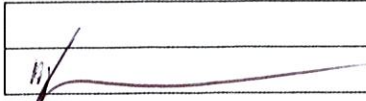
Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

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

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

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

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

Signature	Print Name	Date of approval
	M.L. DYCE	25/10/24



Section A

Independent Examiner's Report

Report to the trustees

Hatfield Foodbank

On accounts for the year ended

30 September 2024

**Charity no
(if any)**

1174288

Set out on pages

1 and 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30/09/2024.

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

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 records 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 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:

Keith Grover

Date:

25/10/24

Name:

Keith Grover

Relevant professional qualification(s) or body:

Fellow of the Institute of Chartered Accountants in England & Wales

Address:

1 Hunt Close, St. Albans, Herts. AL4 9JH



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Hatfield Foodbank

No (if any)
1174288

CC16a

Receipts and payments accounts

For the period from	Period start date 01/10/2023	To	Period end date 30/09/2024
---------------------	---------------------------------	----	-------------------------------

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Insurance	248	-	-	248	203
Cleaning	-	-	-	-	-
Information Commissioners Office	35	-	-	35	35
training sessions and expenses	197	-	-	197	120
independent check costs	-	-	-	-	-
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Cash funds this year end	54,360	66,350	-	120,710	101,587

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank current/deposit account	54,360	66,350	-
		-	-	-
		-	-	-
	Total cash funds	54,360	66,350	-

(agree balances with receipts and payments account(s))

OK

OK

OK

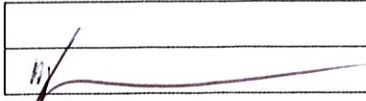
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

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

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

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

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

Signature	Print Name	Date of approval
	M.L. DYCE	25/10/24



Section A Independent Examiner's Report

Report to the trustees	Hatfield Foodbank		
On accounts for the year ended	30 September 2024	Charity no (if any)	1174288
	1 and 2		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30/09/2024.

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

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 records 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 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: **Date:**

Name:

Relevant professional qualification(s) or body:

Address:

HATFIELD FOODBANK

England & Wales - Charity number 1174288

Accounts



Trustees' Annual Report for the period

From 1st October 2022 to 30th September 2023

Charity name: Hatfield Foodbank

Charity registration number: 1174288

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>The relief of financial hardship amongst people in Hatfield and the surrounding area or in other parts of the United Kingdom in such ways as the Trustees from time to time think fit - in particular, but not exclusively by:</p> <ul style="list-style-type: none">a) providing emergency food, essential toiletries etc to individuals and families in need and/or for distribution by charities or other organisations working to prevent or relieve poverty;b) such other means, including (but not limited to) the provision of support or signposting to relevant information and other advisory services and to provide such services with a Christian ethos, supported by churches in Hatfield. <p>Nothing in this constitution shall authorise an application of the property of the CIO for the purposes which are not charitable.</p>
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	<p>During this, our sixth year of operation, we have:</p> <ul style="list-style-type: none">- collected 67 tonnes (previous year 44 tonnes) of food from supermarkets, schools, businesses and other individuals, and given out nearly 68¼ tonnes (previous year 44 tonnes). The growth in demand means that – despite an increase in donations – we’ve had to buy in over 13 tonnes of food too. <p>There is an ongoing disparity between donations and demand, and we’ve been fortunate to be able to use donations to buy stock to give out.</p> <ul style="list-style-type: none">- continued with our amazing group of around 35 or so volunteers,- opened every week to serve those who were/are struggling in our local community (we achieved this even throughout Covid

		<p>- provided 8777 people (previous year 5230 people) in Hatfield and the surrounding area (including 3385 children – previous year was 2290 children) [who were referred to us through our partner agencies] with emergency food parcels. These figures are again an increase on previous years. Relieving hunger amongst over 8770 of our ‘neighbours’ is an amazing thing to be able to achieve – thank you volunteers and referring agencies. (We work with over 100 agencies, who can refer their clients to the Foodbank as necessary...schools, doctors’ surgeries, housing associations, Citizens Advice, the Council, churches – essentially anyone who may come across those in our community who are struggling).</p> <p>We’ve been able to continue this year (started Spring 2022) – with the assistance of a significant grant from Trussell Trust – with having a Citizens Advice worker present at all our foodbank sessions. He speaks to all clients who want his time...he’s a specialist in benefits, debt etc; the aim is to deal with clients’ issues at source wherever that’s possible and helpful to clients. We pay his salary (via the grant), and CA report quarterly on the growing number of clients helped with benefits or debt relief etc.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Trustees have had regard to the guidance issued by the Charity Commission on public benefit

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Hatfield Foodbank does not make grants
Policy on social investment including program related investment	Para 1.38	We do not make investments (one bank [current] account and a linked deposit account for wise stewardship (i.e. to get some bank interest rather than leave funds only in a current account).
Contribution made by volunteers	Para 1.38	The foodbank continues to be run almost <i>entirely</i> by volunteers. (We had one part time employee manager during the year – much needed due to the growing demands). We are

		<p>extremely grateful for all of our wonderful team of volunteers!</p> <p>Processing the donations given very generously especially at peak periods (Easter, Harvest Festival and, particularly, Christmas) is challenging, but done again successfully this year thanks to the tireless efforts of a number of our volunteers</p>
Other		

Achievements and Performance

	SORP reference	
<p>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.</p>	<p>Para 1.20</p>	<p>In terms of identifying the difference that the charity's work has made to the circumstances of its beneficiaries, the comments above really say it all.....over 8770 people fed including nearly 3385 children with over 68 tonnes of food, toiletries etc. These are very significant increases in demand (and thus our workload) - the impact of the economic issues experienced around the country manifests itself clearly at Hatfield Foodbank. Some of the detail of our work includes:</p> <p>We continued our work with:</p> <ul style="list-style-type: none"> • a warehouse which continues to have stocks well below what we saw in our first few years. This is perhaps not surprising given the increased demands; we continue to give out more food than is donated. Fortunately we are able to get grants from a number of sources to enable us to buy in food to make up the shortfall. Some donations from some sources remain strong. • backed by excellent admin - our annual stocktake (all food etc is weighed in & out to ensure and demonstrate propriety) showed a very small margin of error demonstrating good warehouse management. • Tesco – with whom we have a particularly good relationship • the local Waitrose who have also been very generous, and • Asda across the road where the newer relationship continues to develop year on year (and which has improved significantly following the appointment of an excellent and supportive new community champion), with donations

		<p>increasing across all three – our thanks go to customers of all three supermarkets</p> <ul style="list-style-type: none"> • successful one-off donation drives (including charity events at Tesco) as well as the regular weekly donations. • Christmas, Harvest Festival and Easter donations from all parts of the community (many local schools, churches & businesses (fuller list below)) <p>The queues at our doors each week have grown significantly, and the difference we are making to many lives in the local community is noteworthy. We hear (and record anonymously) many stories of what a significant difference we've made to those who had nothing to eat and no way of buying in food.</p>
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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	Despite a growing need to buy in food & toiletries, thanks to some generous one-off donations during the year, one particularly generous gift from an estate, and the consistent giving by others month by month & year by year, the charity is in a sound financial position. We need cash as well as donations of food/toiletries because we have to buy in items which are donated less frequently in order to make up balanced food parcels detailed by Trussell Trust <i>and, especially this year, we've had to buy in 13 tonnes of food over & above donations.</i> Thus we have, as ever, valued both cash and food donations this year; both have a great part to play in supporting those who are struggling at any given time.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Charity's policy on reserves has been simply to carry sufficient to ensure the ability to buy what is needed to continue to function well, pay our one part time employee which again enables us to continue to function well, purchase food for clients, pay a modest rent etc. The balance in our current account at 30/9/2023 included £23,019.45 of restricted funds – designated for the Citizen's Advice project employee as mentioned above. This was paid out right at the start of the next accounting year (on 4/10/2022) when the bill came in from Citizens Advice. We believe we can continue to serve our community for up to a year and longer whatever happens, and to cope with any emergencies which arise
Amount of reserves held	Para 1.22	Our bank account had around £100k funds – made up of £53k restricted and 48k unrestricted funds at the end of the year. Cash on hand was £9.40.
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	No deficits
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	No uncertainty; charity appears to be on a sound financial footing thanks to generous donations, and our amazing unpaid volunteers. We plan to continue to work closely with the local Citizens Advice in the coming year in order to address at the root some of the challenges facing our clients. The associated cost, is expected to be covered by a grant from Trussell Trust with a small balance coming from our own resources or from third party grants where we can obtain these.

Additional information (optional)

You may choose to include further statements where relevant about:

<p>The charity's principal sources of funds (including any fundraising)</p>	<p>Para 1.47</p>	<p>Particularly generous donors have included:</p> <ul style="list-style-type: none"> • A significant sum from the estate of a borough lady who supported the foodbank. Her son was amazing in organising this for us • Tesco, Waitrose, and Asda and their customers – including “top-up” payments received from the supermarkets via Trussell Trust. This is a scheme whereby supermarkets donate the profits they make from people buying food to donate to the foodbank. • Local schools, churches & businesses such as Welwyn Hatfield Borough Council, Infinis Energy, Freemasons, Peartree Wellbeing, Salisbury/Gasgoyne Cecil, The Macs Hart Trust, Rotary Club etc. and many donations made personally and via Stewardship (often via our website), Charities Aid Foundation, Charities Trust etc. • We want to mention separately the grant from Trussell Trust (over £45k) for the project with Citizens Advice which is mentioned earlier in this Trustees Return. Many personal donors have made one-off contributions which has really helped us • A number of personal donors have started making (and continue to make) regular donations which is also <i>much</i> appreciated, and makes a huge difference. We could not do our work without the generous giving or personal and corporate donors; thank you all again. <p>In addition, we receive a number of one-off donations at key times in the year (in particular, Christmas)</p>
<p>Investment policy and objectives including any social investment policy adopted</p>	<p>Para 1.46</p>	<p>We don't make investments.</p>
<p>A description of the principal risks facing the charity</p>	<p>Para 1.46</p>	<p>The only risks of any significance facing the charity are:</p> <ol style="list-style-type: none"> 1. demand has continued its exponential growth beyond this year – and we continue to buy in significant amounts of food. In the first 6 months of the following year we bought in £11,000 – significantly more than for the whole of the previous year. Fortunately our amazing old & new donors have, so far, continued their great generosity so that we have had sufficient to give to all who have “come our way” (been

		<p>referred our way by our amazing referral agencies). We are so grateful to the generosity of personal, business, and company donors.</p> <p>2. if its use of Gracemead House in the town centre was somehow to come to an end. Gracemead is conveniently located for volunteers and clients alike, and at a very reasonable rent. That said, firstly there seems little prospect of this happening given that two of the trustees have significant influence over allowing the continued use of Gracemead. And secondly, trustees are convinced that another suitable location would be found in any event.</p>
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
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	Elected by members

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's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Hatfield Foodbank
Other name the charity uses	none
Registered charity number	1174288
Charity's principal address	Gracemead House, Gracemead House, Woods Avenue, Hatfield AL10 8HX

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	none
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	none

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
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Name of chief executive or names of senior staff members (Optional information)

Dominic Long – Foodbank Manager (part time)

Exemptions from disclosure

Reason for non-disclosure of key personnel details

n/a

Other optional information

We are a Trussell Trust foodbank – hence there being no entries under “advisers” above – Trussell provide excellent support and advice at the end of a phone (or email).
--

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	<i>Colin Hill (signed electronically)</i>	<i>M L Dyce (signed electronically)</i>
Full name(s)	Colin Geoffrey Hill	Michael Laurence Dyce
Position (eg Secretary, Chair, etc)	Chair of Trustees	Treasurer
Date	26/5/2024	



Section A

Independent Examiner's Report

Report to the trustees

Hatfield Foodbank

On accounts for the year ended

30 September 2023

Charity no (if any)

1174288

Set out on page

2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30/09/2023.

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

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 records 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 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:

Keith Grover

Date:

9/11/23

Name:

Keith Grover

Relevant professional qualification(s) or body:

Fellow of the Institute of Chartered Accountants in England & Wales

Address:

1 Hunt Close, St. Albans, Herts. AL4 9JH

Hatfield Foodbank
Receipts and Payments Account

Year ended 30 September 2023

	£	£
<u>Receipts</u>		
Grants	87,229.50	
Tesco top-up/Trussell	7,979.67	
Tesco collections	409.89	
Stewardship/CAF donation/PayPal Giving Fund	14,889.58	
Business/Company/Rotary Club donations	19,539.84	
Personal donations	4,672.75	
Food 'sales'	853.94	
Sundries	3,748.68	
	<hr/>	139,323.85
<u>Payments</u>		
Employee costs & warehousing	18,951.96	
Citizens Advice Bureau project	47,970.50	
Equipment/cupboards/carpet/shelving	6,412.99	
Running costs - utilities & phone	6,596.20	
Running costs - rent & repairs	2,719.84	
Running costs - stationery & postage	607.32	
Food purchases (incl toiletries)	16,724.22	
Gift Card purchases (from legacy)	3,528.00	
Volunteer expenses	215.70	
Insurance	202.79	
Information Commissioners Office	35.00	
Training sessions and expenses	120.00	
Sundries	22.39	
	<hr/>	104,106.91
Surplus for the year		35,216.94
Opening cash and bank ledger balances		66,370.51
Closing cash and bank ledger balances		<hr/> <hr/>
		101,587.45
Represented by:		
Cash on hand		9.40
Bank ledger balance:		
Unrestricted funds	48,563.55	
Restricted funds	53,014.50	
	<hr/>	101,578.05
		<hr/> <hr/>
		101,587.45



Section A

Independent Examiner's Report

Report to the trustees

Hatfield Foodbank

On accounts for the year ended

30 September 2023

Charity no (if any)

1174288

Set out on page

2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30/09/2023.

Responsibilities and basis of report

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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

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- the accounting records 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 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:

Keith Grover

Date:

9/11/23

Name:

Keith Grover

Relevant professional qualification(s) or body:

Fellow of the Institute of Chartered Accountants in England & Wales

Address:

1 Hunt Close, St. Albans, Herts. AL4 9JH

Hatfield Foodbank
Receipts and Payments Account

Year ended 30 September 2023

	£	£
<u>Receipts</u>		
Grants	87,229.50	
Tesco top-up/Trussell	7,979.67	
Tesco collections	409.89	
Stewardship/CAF donation/PayPal Giving Fund	14,889.58	
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Sundries	3,748.68	
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<u>Payments</u>		
Employee costs & warehousing	18,951.96	
Citizens Advice Bureau project	47,970.50	
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Closing cash and bank ledger balances		<hr/> <hr/>
		101,587.45
Represented by:		
Cash on hand		9.40
Bank ledger balance:		
Unrestricted funds	48,563.55	
Restricted funds	53,014.50	
	<hr/>	101,578.05
		<hr/> <hr/>
		101,587.45

HATFIELD FOODBANK

England & Wales - Charity number 1174288

Accounts



Trustees' Annual Report for the period

From 1st October 2021 to 30th September 2022

Charity name: Hatfield Foodbank

Charity registration number: 1174288

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>The relief of financial hardship amongst people in Hatfield and the surrounding area or in other parts of the United Kingdom in such ways as the Trustees from time to time think fit - in particular, but not exclusively by:</p> <ul style="list-style-type: none">a) providing emergency food, essential toiletries etc to individuals and families in need and/or for distribution by charities or other organisations working to prevent or relieve poverty;b) such other means, including (but not limited to) the provision of support or signposting to relevant information and other advisory services and to provide such services with a Christian ethos, supported by churches in Hatfield. <p>Nothing in this constitution shall authorise an application of the property of the CIO for the purposes which are not charitable.</p>
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	<p>During this, our fifth year of operation, we have:</p> <ul style="list-style-type: none">- collected over 44 tonnes of food from supermarkets, schools, businesses and other individuals, and given out nearly 50 tonnes (both figures represent an increase on previous years)- continued with our amazing group of around 35 or so volunteers,- opened every week to serve those who were/are struggling in our local community (we achieved this even throughout Covid)- provided 5230 people (previous year 4266 people) in Hatfield and the surrounding area (including 2290 children – previous year was 1895 children) [who were referred to us through our partner agencies] with emergency

		<p>food parcels. These figures are again an increase on previous years. Relieving hunger amongst over 5200 of our 'neighbours' is an amazing thing to be able to achieve – thank you volunteers and referring agencies</p> <p>- one key addition to the help we've provided to our community this year is that – with the assistance of a significant grant from Trussell Trust – from Spring 2022 we now have a Citizens Advice worker present at all our foodbank sessions. He speaks to all clients who want his time...he's a specialist in benefits, debt etc; the aim is to deal with clients' issues at source wherever that's possible and helpful to clients. We pay his salary (via the grant), and CA report quarterly on the growing number of clients helped.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Trustees have had regard to the guidance issued by the Charity Commission on public benefit

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Hatfield Foodbank does not make grants
Policy on social investment including program related investment	Para 1.38	We do not make investments (one bank [current] account)
Contribution made by volunteers	Para 1.38	<p>The foodbank continues to be run almost <i>entirely</i> by volunteers. (We had one part time employee for part of the year – at the end of the year we had a part time foodbank manager – much needed due to the growing demands). We are extremely grateful for all of our wonderful team of volunteers!</p> <p>Processing the donations given very generously especially at peak periods (Easter, Harvest Festival and, particularly, Christmas) is challenging, but done again successfully this year thanks to the tireless efforts of a number of our volunteers</p>
Other		

Achievements and Performance

	SORP reference	
<p>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.</p>	<p>Para 1.20</p>	<p>In terms of identifying the difference that the charity's work has made to the circumstances of its beneficiaries, the comments above really say it all.....over 5200 people fed including nearly 2290 children with around 50 tonnes of food, toiletries etc. Some of the detail of our work includes:</p> <p>We continued our work with:</p> <ul style="list-style-type: none"> • a warehouse which, at times, had a stock well below what we've seen in previous years. This is perhaps not surprising given the increased demands; we continue to give out more food than is donated. Fortunately we are able to get grants from a number of sources to enable us to buy in food to make up the shortfall. Some donations from some sources remain strong. • backed by excellent admin - our annual stocktake (all food etc is weighed in & out to ensure and demonstrate propriety) showed a very small margin of error demonstrating good warehouse management. • Tesco – with whom we have a particularly good relationship • the local Waitrose who have also been very generous, and • Asda across the road where the newer relationship continues to develop year on year, with donations increasing or stable across all three – thanks to customers of all three supermarkets • successful one off donation drives (including charity events at Tesco) as well as the regular weekly donations. • Christmas, Harvest Festival and Easter donations from all parts of the community (many local schools, churches & businesses (fuller list below)) <p>The queues at our doors each week are growing, and the difference we are making to many lives in the local community is noteworthy. We hear many stories of what a significant difference we've made to those who had nothing to eat and no way of buying in food.</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	Despite a growing need to buy in food & toiletries, thanks to some generous one-off donations during the year, and the consistent giving by others month by month & year by year, the charity is in a sound financial position. We need cash as well as donations of food/toiletries because we have to buy in items which are donated less frequently in order to make up balanced food parcels detailed by Trussell Trust. So we have, as ever, valued both cash and food donations this year; both have a great part to play in supporting those who are struggling at any given time.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Charity's policy on reserves has been simply to carry sufficient to ensure the ability to buy what is needed to continue to function well, pay our one part time employee which again enables us to continue to function well, purchase food for clients, pay a modest rent etc. The balance in our current account at 30/9/2022 included £23,019.45 of restricted funds – designated for the Citizen's Advice project employee as mentioned above. This was paid out right at the start of the next accounting year (on 4/10/2022) when the bill came in from Citizens Advice. We believe we can continue to serve our community for up to a year and longer whatever happens, and to cope with any emergencies which arise
Amount of reserves held	Para 1.22	Our bank account had £43,723.98 of unrestricted funds at the end of the year. Cash on hand was £77.08.
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	No deficits
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	No uncertainty; charity appears to be on a sound financial footing thanks to generous donations, and our amazing unpaid volunteers. We plan to continue to work closely with the local Citizens Advice in the coming year in order to address at the root some of the challenges facing our clients. The associated cost, is expected to be covered by a grant from Trussell Trust with a small balance coming from our own resources or from third party grants where we can obtain these.

Additional information (optional)

You may choose to include further statements where relevant about:

	Para 1.47	Particularly generous donors have included: <ul style="list-style-type: none"> • Tesco, Waitrose, and Asda and their customers – including "top-up" payments
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<p>The charity's principal sources of funds (including any fundraising)</p>		<p>received from the supermarkets via trussell Trust. This is a scheme whereby supermarkets donate the profits they make from people buying food to donate to the foodbank.</p> <ul style="list-style-type: none"> • Local schools, churches & businesses such as Welwyn Hatfield Borough Council, St Mary's Church, Paradigm Housing, The Co-op community fund, Sainsbury's, Tesco Community Grants, Wellfield trust, Lightning Packaging Supplies, Pro Rail Services, Hatfield Rotary Club, Hatfield Ismaili Civic, North Mymms Church, Detector testers, Computacentre, Gascoyne Cecil Trust, Bunzl Retail, Group 5 Investments, Plumbase, John Lewis, Kelechi Okere, and many donations made via Stewardship (often via our website), Charities Aid Foundation, Charities trust etc. • We want to mention separately the grant from Trussell Trust (over £47k) for the project with Citizens Advice which is mentioned earlier in this Trustees Return. Many personal donors have made one-off contributions which has really helped us • A number of personal donors have started making (and continue to make) regular donations which is also <i>much</i> appreciated, and makes a huge difference. We could not do our work without the generous giving or personal and corporate donors; thank you all again. <p>In addition, we receive a number of one-off donations at key times in the year (in particular, Christmas)</p>
<p>Investment policy and objectives including any social investment policy adopted</p>	<p>Para 1.46</p>	<p>We don't make investments.</p>
<p>A description of the principal risks facing the charity</p>	<p>Para 1.46</p>	<p>The only risks of any significance facing the charity are:</p> <ol style="list-style-type: none"> 1. if demand continues to grow and we have insufficient donations of food and finance to enable us to have sufficient stock to give to clients (our stocks were, at one point, at an all time low). But although food given to clients has significantly outstripped donations this year, our many generous donors (see above) have ensured that we have sufficient to continue even if demand grows. We are so grateful to the generosity

		<p>of personal, business, and company donors.</p> <p>2. if its use of Gracemead House in the town centre was somehow to come to an end. Gracemead is conveniently located for volunteers and clients alike, and at a very reasonable rent. That said, firstly there seems little prospect of this happening given that two of the trustees have significant influence over allowing the continued use of Gracemead. And secondly, trustees are convinced that another suitable location would be found in any event.</p>
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
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	Elected by members

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's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Hatfield Foodbank
Other name the charity uses	none
Registered charity number	1174288
Charity's principal address	Gracemead House, Gracemead House, Woods Avenue, Hatfield AL10 8HX

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	Dominic James Long	Chair of Trustees	1/10/2021 - 31/5/2022	
2	Heather Jane Dyce	Trustee	Whole year	
3	Philip David Mayes	Trustee	1/10/2021 - 25/9/2022	
4	Obafemi Oludare	Trustee	Whole year	
5	Michael Laurence Dyce	Treasurer	Whole year	
6	Colin Geoffrey Hill	Chair of Trustees	Appointed as trustee 22/6/2022. Chair of trustees from 25/9/2022 to date	
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		
None		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
None		

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	none
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	none

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
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Name of chief executive or names of senior staff members (Optional information)

Dominic Long – Foodbank Manager (part time)

Exemptions from disclosure

Reason for non-disclosure of key personnel details

n/a

Other optional information

We are a Trussell Trust foodbank – hence there being no entries under “advisers” above – Trussell provide excellent support and advice at the end of a phone (or email).
--

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	<i>Colin Hill (signed electronically)</i>	<i>M L Dyce (signed electronically)</i>
Full name(s)	Colin Geoffrey Hill	Michael Laurence Dyce
Position (eg Secretary, Chair, etc)	Chair of trustees	Treasurer
Date	7/11/2022	



Section A

Independent Examiner's Report

Report to the trustees/ members of	Hatfield Foodbank		
On accounts for the year ended	30 September 2022	Charity no (if any)	1174288
	Set out on pages		
	1		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30/09/2022.

**Responsibilities and
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

**Independent
examiner's statement**

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 the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: *Keith Grover* **Date:** 3/11/22

Name: Keith Grover

**Relevant professional
qualification(s) or body
(if any):** Fellow of the Institute of Chartered Accountants in England & Wales

Address: 1 Hunt Close
St. Albans
Herts.
AL4 9JH

Hatfield Foodbank

Accounts year to 30/9/2022

Income

Grants	7,126.64	
Tesco top-up/Trussell Trust	8,810.52	
Trussell trust grant designated for Citizens Advice project	47,302.95	
Tesco collections	620.81	
Stewardship/CAF donation/PayPal giving Fund	6,474.37	
Business/Company/Rotary Club donations	3,583.35	
Personal donations	3,976.27	
Gift Aid tax rebate	676.02	
Food 'sales' & personal donations	763.70	
Sundries	-	79,334.63
		<hr/>

Outgoings

Employee costs & warehousing	5,654.20	
Citizens Advice project	24,283.50	
Equipment & shelving	863.33	
Running costs -utilities & phone	2,655.41	
Running costs - rent & repairs	6,312.23	
Running costs - stationery & postage	378.33	
Food Purchases (incl toiletries)	3,221.69	
Volunteer expenses (incl Louise)	144.45	
Insurance	143.59	
Cleaning	-	
Information Commissioners Office	35.00	
Sundries	46.34	
Honorary accounts examiner's expenses	26.73	
		<hr/>
		43,764.80

Surplus (deficit) for the year		35,569.83
Plus opening cash & bank (ledger) balance		30,800.68
		66,370.51

Represented by

Cash on hand		77.08
Bank (ledger) balance		66,293.43
		66,370.51

£23,019.45 of the 30/9/2022 bank balance is restricted funds designated for Citizens' Advice project
 This was paid out (for the Citizens Advice project) on 4/10/2022 thus 'clearing' the restricted funds.
 The rest of the 30/9/2022 year end bank balance £43,273.98 (£66,293.43 - £23,019.45) is unrestricted funds



Section A

Independent Examiner's Report

Report to the trustees/ members of	Hatfield Foodbank		
On accounts for the year ended	30 September 2022	Charity no (if any)	1174288
	Set out on pages		
	1		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30/09/2022.

**Responsibilities and
basis of report**

As the charity trustees of the Trust, 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 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 which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: **Date:**

Name:

**Relevant professional
qualification(s) or body
(if any):**

Address:

Hatfield Foodbank

Accounts year to 30/9/2022

Income

Grants	7,126.64	
Tesco top-up/Trussell Trust	8,810.52	
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HATFIELD FOODBANK

England & Wales - Charity number 1174288

Accounts



Trustees' Annual Report for the period

From 1st October 2020 to 30th September 2021

Charity name: Hatfield Foodbank

Charity registration number: 1174288

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>The relief of financial hardship amongst people in Hatfield and the surrounding area or in other parts of the United Kingdom in such ways as the Trustees from time to time think fit - in particular, but not exclusively by:</p> <ul style="list-style-type: none">a) providing emergency food, essential toiletries etc to individuals and families in need and/or for distribution by charities or other organisations working to prevent or relieve poverty;b) such other means, including (but not limited to) the provision of support or signposting to relevant information and other advisory services and to provide such services with a Christian ethos, supported by churches in Hatfield. <p>Nothing in this constitution shall authorise an application of the property of the CIO for the purposes which are not charitable.</p>
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	<p>During this, our fourth year of operation, we have:</p> <ul style="list-style-type: none">- collected 43.5 tonnes of food from supermarkets, schools, businesses and other individuals, and given out 44.8 tonnes (both figures represent an increase on previous years).- continued with our amazing group of around 30 or so volunteers, although Covid meant that (in order to keep clients and volunteers as safe as possible) we continued to operate the same way as at the second half of the previous year – welcoming clients at the door/ in a well ventilated porch rather than sitting inside for tea & coffee etc. Crucially, though, we have been open EVERY week throughout the Covid pandemic to serve our community.- provided 4266 people in Hatfield and the surrounding area (including 1895 children) [who were referred to us through our partner agencies] with emergency food parcels. These figures are again an increase on previous years. Relieving hunger amongst over 4200 of our

		'neighbours' is an amazing thing to be able to achieve – thank you volunteers AND referring agencies
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Trustees have had regard to the guidance issued by the Charity Commission on public benefit

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Hatfield Foodbank does not make grants
Policy on social investment including program related investment	Para 1.38	We do not make investments (one bank [current] account)
Contribution made by volunteers	Para 1.38	The foodbank continues to be run almost <i>entirely</i> by volunteers. (We had one part time employee for parts of the year). We are extremely grateful for all of our wonderful team! Processing the donations given very generously especially at peak periods (Easter, Harvest Festival and, particularly, Christmas) is challenging, but done again successfully this year thanks to the tireless efforts of a number of our volunteers
Other		

Achievements and Performance

	SORP reference	

<p>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.</p>	<p>Para 1.20</p>	<p>In terms of identifying the difference that the charity's work has made to the circumstances of its beneficiaries, the comments above really say it all.....over 4200 people fed including nearly 1900 children with 44+ tonnes of food. Some of the detail of our work includes: We continued our work with:</p> <ul style="list-style-type: none"> • a well stocked warehouse (stock constantly turns over – a modest stock is required...for example this year we gave out more than we took in during the 12 months) • backed by excellent admin - our annual stocktake (all food etc is weighed in & out to ensure and demonstrate propriety) showed a very small margin of error demonstrating good warehouse management. • Tesco – with whom we have a particularly good relationship • the local Waitrose who have also been very generous, and • Asda across the road where the newer relationship continues to develop year on year, with increasing donations across all three – thanks to customers of all three supermarkets • successful one off donation drives (including charity events at Tesco) as well as the regular weekly donations. • Christmas, Harvest Festival and Easter donations from all parts of the community (Rotary Club, MANY local schools, churches & businesses (fuller list below). • Tesco/Waitrose/Asda customers etc were incredible, and a real blessing to those in need. We were able to give out not only food/toiletries, but also some presents so that children who would otherwise have to go without, were able to enjoy Christmas 2020! <p>We feel it is appropriate to include a comment on Covid-19 here too. As mentioned above, although we retained our changes to the way we operate internally and externally to keep everyone as safe as possible, we stayed open <u>every</u> week yet again this year. Since we opened over 4 years ago, our team of volunteers have ensured that we've been open every single week, serving our community.</p>
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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	Thanks to some generous one-off donations during the year, and the consistent giving by others month by month & year by year, the charity is in a sound financial position. We need cash as well as donations of food/toiletries because we have to buy in items which are donated less frequently in order to make up balanced food parcels detailed by Trussell Trust. So we have, as ever, valued both cash and food donations this year; both have a great part to play in supporting those who are struggling at any given time.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Charity's policy on reserves has been simply to carry sufficient to ensure the ability to buy what is needed to continue to function well, purchase food for clients, pay a modest rent etc. For some of the year, we had one part-time employee, although as this report is prepared in early 2022, we are currently functioning without employees due (as ever) to our amazing volunteers. The balance in our current account is felt to be sufficient to enable us to continue to serve our community for up to a year whatever happens, and to cope with any emergencies which arise
Amount of reserves held	Para 1.22	Our bank account had £30790 at the end of the year. Cash on hand was £10.48.
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	No deficits
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	No uncertainty; charity appears to be on a sound financial footing thanks to generous donations, and our amazing unpaid volunteers. We plan to work closely with the local Citizens Advice in the coming year in order to address at the root some of the challenges facing our clients. There will be an associated cost, although this is expected to be covered by a grant from Trussell Trust with the balance coming from our own resources.

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	Particularly generous donors have included: - Tesco, Waitrose, and Asda and their customers - Local schools, churches & businesses such as Oaklands College, Paradigm Housing, Thrive Homes, ARISE, Mylan Healthcare, Mitsubishi Electrical, Gascoyne Cecil Trust, and many donations made via Stewardship, Charities Aid Foundation, Charities trust etc. - Many personal donors have made one-off contributions which has really helped us
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		<p>- A number of personal donors have started making (and continue to make) regular donations which is also <i>much</i> appreciated. Thank you all.</p> <p>In addition, we receive a number of one-off donations at key times in the year (in particular, Christmas)</p> <p>Grants from the Borough Council to help us to deal with Covid etc (mentioned above).</p> <p>We would be unable to function without the generosity of our donors – thank you all.</p>
Investment policy and objectives including any social investment policy adopted	Para 1.46	We don't make investments.
A description of the principal risks facing the charity	Para 1.46	The only risk of any merit facing the charity would be if its use of Gracemead House in the town centre was somehow to come to an end. Gracemead is conveniently located for volunteers and clients alike, and at a very reasonable rent. That said, firstly there seems little prospect of this happening given that two of the trustees have significant influence over allowing the continued use of Gracemead. And secondly, trustees are convinced that another suitable location would be found in any event.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
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	Elected by members

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's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Hatfield Foodbank
Other name the charity uses	none
Registered charity number	1174288
Charity's principal address	Kings Community Church Offices, 1 st floor Kennelwood House, Kennelwood Lane, Hatfield AL10 0LG, though foodbank sessions are run from Gracemead Church, Gracemead House, Woods Avenue, Hatfield AL10 8HX

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	Dominic James Long	Chair of Trustees	Whole year	
2	Heather Jane Dyce	Trustee	Whole year	
3	Philip David Mayes	Trustee	Whole year	
4	Obafemi Oludare	Trustee	Whole year	
5	Michael Laurence Dyce	Treasurer	Whole year	
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		
None		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
None		

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	none
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	none

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

--

Exemptions from disclosure

Reason for non-disclosure of key personnel details

n/a

Other optional information

We are a Trussell Trust foodbank – hence there being no entries under “advisers” above – Trussell provide excellent support and advice at the end of a phone (or email).
--

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	<i>Dominic Long (signed electronically)</i>	<i>M L Dyce (signed electronically)</i>
Full name(s)	Dominic James Long	Michael Laurence Dyce
Position (eg Secretary, Chair, etc)	Chair of trustees	Treasurer
Date	23/1/2022	



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Hatfield Foodbank

**On accounts for the year
ended**

30 September 2021

**Charity no
(if any)**

1174288

Set out on pages

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I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30/09/2021.

**Responsibilities and
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As the charity trustees of the Trust, 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 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 which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Keith Grover

Date:

9/12/21

Name:

Keith Grover

**Relevant professional
qualification(s) or body
(if any):**

Fellow of the Institute of Chartered Accountants in England & Wales

Address:

1 Hunt Close

St. Albans

Herts. AL4 9JH

HATFIELD FOODBANK - Summary year to 30/9/2021

Income

	<u>cash</u>	<u>bank</u>	<u>total</u>	
Grants	0.00	3400.00	3400.00	
Tesco top-up/Trussell	0.00	3631.50	3631.50	
Tesco collections	0.00	449.19	449.19	
Stewardship/CAF donation/PayPal giving Fund	0.00	10181.64	10181.64	
Business/Company/Rotary Club donations	0.00	9464.55	9464.55	
Personal donations banked		3210.00	3210.00	
Gift Aid tax rebate	0.00	870.84	870.84	
Food 'sales' & personal donations	451.11	394.93	<u>451.11</u>	31658.83

Outgoings

	<u>cash</u>	<u>bank</u>	<u>total</u>	
Employee costs & warehousing	0	8612.26	8612.26	
Equipment & shelving	0	86.48	86.48	
Running costs -utilities & phone	0	3976.03	3976.03	
Running costs - rent & repairs	0	7430.00	7430.00	
Running costs - stationery & postage	0	234.74	234.74	
Food Purchases (incl toiletries)	50.00	2143.93	2193.93	
Volunteer expenses (incl Louise)	0	35.57	35.57	
Insurance	0	162.87	162.87	
Cleaning	0	60.00	60.00	
Information Commissioners Office	0	35.00	35.00	
Sundries	34.00	24.93	58.93	
cash banked	394.93	0.00	<u>0.00</u>	22885.81

NET SURPLUS (DEFICIT) FOR THE YEAR

	8773.02
Closing Bank (ledger) balance	21989.41
Opening Cash balance	38.30
	30800.73

Represented by

Cash on hand		10.48
Bank (ledger) balance	at 30/9/2021	30790.25
		30800.73

Bank rec

Bank balance per statement	30790.25
less uncashed cheques	
	30790.25



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Hatfield Foodbank

**On accounts for the year
ended**

30 September 2021

**Charity no
(if any)**

1174288

Set out on pages

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Signed:

Keith Grover

Date:

9/12/21

Name:

Keith Grover

**Relevant professional
qualification(s) or body
(if any):**

Fellow of the Institute of Chartered Accountants in England & Wales

Address:

1 Hunt Close

St. Albans

Herts. AL4 9JH

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	<u>cash</u>	<u>bank</u>	<u>total</u>	
Grants	0.00	3400.00	3400.00	
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Tesco collections	0.00	449.19	449.19	
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Business/Company/Rotary Club donations	0.00	9464.55	9464.55	
Personal donations banked		3210.00	3210.00	
Gift Aid tax rebate	0.00	870.84	870.84	
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Outgoings

	<u>cash</u>	<u>bank</u>	<u>total</u>	
Employee costs & warehousing	0	8612.26	8612.26	
Equipment & shelving	0	86.48	86.48	
Running costs -utilities & phone	0	3976.03	3976.03	
Running costs - rent & repairs	0	7430.00	7430.00	
Running costs - stationery & postage	0	234.74	234.74	
Food Purchases (incl toiletries)	50.00	2143.93	2193.93	
Volunteer expenses (incl Louise)	0	35.57	35.57	
Insurance	0	162.87	162.87	
Cleaning	0	60.00	60.00	
Information Commissioners Office	0	35.00	35.00	
Sundries	34.00	24.93	58.93	
cash banked	394.93	0.00	<u>0.00</u>	22885.81

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Represented by

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		30800.73

Bank rec

Bank balance per statement	30790.25
less uncashed cheques	
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