



**CHARITY COMMISSION  
FOR ENGLAND AND WALES**

## Trustees' Annual Report for the period

From 1<sup>st</sup> October 2024 to 30<sup>th</sup> 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"><li>- 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.</li></ul> <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"><li>- we've also continued with our amazing group of around 35 or so volunteers,</li></ul>

		<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	
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 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"> <li>• 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.</li> <li>• backed by excellent admin - our annual stocktake (all food etc is weighed in &amp; out to ensure and demonstrate propriety) showed a very small margin of error demonstrating good warehouse management.</li> <li>• Tesco – with whom we have a particularly good relationship</li> <li>• the local Waitrose who have also been very generous, and</li> </ul>



		<ul style="list-style-type: none"> <li>• 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</li> <li>• 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.</li> <li>• Christmas, Harvest Festival and Easter donations from all parts of the community (many local schools, churches &amp; businesses (fuller list below)</li> <li>• 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.</li> <li>• 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</li> </ul> <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 &amp; toiletries, thanks to some generous grants, some one-off donations during the year, and the consistent giving by others month by month &amp; 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 &amp; 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"> <li>- £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.</li> <li>- £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 &amp; toiletries etc by 31/3/2026</li> <li>- the residue of the legacy</li> </ul> <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"> <li>• Grants from WHBC Household Support Fund, &amp; Annual Community Grant, Herts Community Foundation, The Grace Trust &amp; Trussell Trust re the CA project</li> <li>• 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.</li> <li>• Local schools, churches &amp; 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.</li> <li>• Many personal donors have made one-off contributions which has really helped us</li> <li>• 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.</li> </ul> <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.



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 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 &amp; 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>
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	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

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





CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
Hatfield Foodbank

No (if any)  
1174288

## Receipts and payments accounts

CC16a

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 £
<b>A1 Receipts</b>					
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
<b>Sub total (Gross income for AR)</b>	<b>32,268</b>	<b>88,683</b>	<b>-</b>	<b>120,951</b>	<b>141,406</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>32,268</b>	<b>88,683</b>	<b>-</b>	<b>120,951</b>	<b>141,406</b>
<b>A3 Payments</b>					
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
<b>Sub total</b>	<b>39,045</b>	<b>87,159</b>	<b>-</b>	<b>126,204</b>	<b>122,282</b>
<b>A4 Asset and investment purchases. (see table)</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>39,045</b>	<b>87,159</b>	<b>-</b>	<b>126,204</b>	<b>122,282</b>
<b>Net of receipts/(payments)</b>	<b>- 6,777</b>	<b>1,524</b>	<b>-</b>	<b>- 5,253</b>	<b>19,124</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>54,360</b>	<b>66,350</b>	<b>-</b>	<b>120,710</b>	<b>101,587</b>
<b>Cash funds this year end</b>	<b>47,583</b>	<b>67,874</b>	<b>-</b>	<b>115,457</b>	<b>120,711</b>

## 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 £
<b>B1 Cash funds</b>	Bank current account	10,975	-	-
	Bank deposit account	36,608	67,874	-
		-	-	-
	<b>Total cash funds</b>	<b>47,583</b>	<b>67,874</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
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:**

*Keith Grover*

**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