

Chesterfield Foodbank

A member of the Trussell Trust Foodbank Network

A Charitable Incorporated Organisation

Registered Charity Number 1174426

Trustees Annual Report and Statement of Accounts

For the year ended Sept 2022

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Charity Information & Administration Details

Charity Name	Chesterfield Foodbank
Charity Registration Number	1174426
Charity Format	Charitable Incorporated Organisation (CIO)
Governing Document	Constitution – Association model
Date Registered	30 th August 2017
Principal Address	Unit 3 Carrwood Road Chesterfield S41 9QB
Trustees 2017-2022 Nicola Fletcher	Daniel Cooke (Chair)
Bank	Co-operative Bank PO Box 250 Delf House Southway Skelmersdale WN8 6WT
Independent Examiner	MG Walker & Co Ltd 119A High Street Clay Cross Chesterfield S45 9DZ

Background

Chesterfield Foodbank (CFB) a member of the Trussell Trust provides 3 days' supply of food to local people in financial crisis who have obtained a foodbank voucher from a local agency and if possible, we signpost them to other agencies who can help resolve the crisis.

Structure, governance and management

Chesterfield Foodbank (CFB) is a Charitable Incorporated Organisation (CIO), formally registered by the Charities Commission on 30th August 2017 and with a Constitution based on the Charity Commission 'Association' model.

Trustees

Daniel Cooke (Chair)	The Rectory, Church Street, Brimington, S43 1JG
Nicola Fletcher	3 Heathfield Avenue, Ashgate, S40 4AJ
Sarah Menzies	The Brambles, Hemming Green, Old Brampton.S42 7JQ
Penelope Hargreaves	31 Avondale Road, Chesterfield, S40 4TF.
John Roberts	3 Longford Croft, Chesterfield. S40 2GG
Jeffrey Kitts	46 Alexandra Road West, Chesterfield. S40 1NP

There should be at least 3 elected trustees, appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees.

CFB has continued to help local people and families who find themselves in financial crisis, referred to the foodbank. All clients are met with compassion and a listening ear irrespective of their age, gender, ethnic background, faith or no faith or social status. The only requirement is that they are referred by a front- line agency due to financial crisis and live in Chesterfield and the surrounding area.

Objects

The objects of the CIO are the relief of financial hardship amongst people in Chesterfield and the surrounding area in such ways as the trustees think fit. In particular, by providing emergency food, essential toiletries, and household items to individuals and families in need and/or for distribution by charities or other organisation working to prevent or relieve poverty.

Summary of Main Activities

We provide food, toiletries, and other help to people in crisis in and around Chesterfield. We get the supplies from generous gifts and donations from local people, companies and supermarkets. The food and toiletries are stored in our warehouse and are then distributed to people through our seven distribution centres. Clients must be referred by a front-line agency such as the Citizens Advice Bureau, Social workers, school family support workers. Agencies provide E-vouchers numbers that are tracked & logged into our digital data collection system (DCS).

At the distribution centres, the client is met with compassion, a cup of tea or coffee and a friendly listening ear. Details are taken of any allergies or diet related health issues (e.g. diabetes), the size of family, age of children and the food is then packed for them to take away. The packs provide them with food for 3 days for their household.

In addition, the foodbank volunteers signposted Clients to other services and agencies who may be able to help with some of the core issues to help the client out of the crisis. As the role of the foodbank is assistance in short term crisis, the introduction of Universal Credit saw this expand to at least 6 vouchers or more during the pandemic ; something we will continue to monitor. The principle remains to avoid clients being dependent on the foodbank long term.

We now have 7 foodbank Distribution Centres / sessions; in the summer of 2022 we opened two new centres at Hasland and in the Hope Valley.

Monday	Brimington & Hasland
Tuesday	Compass
Wednesday	Compass
Thursday	Whittington Moor & Hope Valley
Friday	Loundsley Green

We have a main storage unit at Unit 3 Carrwood Road Industrial Estate, Chesterfield, which has been provided by Chesterfield Borough Council, Rent and Rate free to date. We collect donations from local supermarkets and their customers, taking them back to the warehouse for sorting and storage. Orders are assembled at the warehouse for delivery to the centres. The warehouse is also open on Tuesday, Thursday, and Friday morning for incoming donations. Throughout the pandemic all centres moved to the pre-packed model; the packs were put together at the warehouse before being transferred to a distribution centre.

The community continues to support the foodbank having donated 57,694 Kg of stock across the year worth £100,965.60 at the standard Trussell Trust value of £1.75/kg. This support was slightly down on the previous year when 60,437 Kg was donated. During this period 8,024.9Kgs of food was purchased to fill gaps in stock to make up shortfalls in stock due to reduction in physical donations because of Covid-19 restrictions and increased demand for the foodbanks services. The total stock of donations and purchased totalled 65,719.4 Kg; worth an estimated £115,008.90 at the standard TT value.

Food donations came from many sources but principally from:

Charities	6.67%
Community Groups	2.65%
Churches	8.71%

Schools	8.98%
Supermarkets	35.09 %
Individuals	7.00 %
Corporates/workplace	9.98 %

Staff

Following a structural review in January 2022

1 x Operations Manager (4th November 2019 to-date)

1 x Communications, Engagement & Funding Manager (appointed January 2021)

The Trustees restructured the management of the food bank in recognition of the increased work load. We now have an Operations Manager and a Communications , Engagement & Funding Manager; both on a two year contract ending in March 2024. This was facilitated by a grant of £13K as part of the TT Together for Change initiative. The Trustees are committed to continuing both posts going forward.

Volunteers

The foodbank benefits greatly from the support of approx 70 volunteers, without whose goodwill the foodbank could not run. Each foodbank distribution centre is run by a volunteer centre manager and between 4 – 9 volunteers each, usually on a weekly, or bi-weekly rota system. Other volunteers (11) worked behind the scenes sorting food at the warehouse and there is a designated volunteer Warehouse Manager.

The number of volunteers post COVID has increased resulting in core rotating teams at centres, plus 4 additional ‘drivers’ collecting donations and delivering food parcels to client households & distribution centres.

Achievements

The foodbank continued to meet the needs of local families having fulfilled 4490 vouchers, representing an increase of approximately 30% over the same period last year.

The 3-day emergency food parcels helped **8321** individuals; an increase of circa 30%, of these 2270 were for children 16 and under. Altogether this can be equated to **74,889** meals over the year Oct 2021 – Sept 2022.

Reasons for referrals

Crisis	No. Vouchers	%
Low Income	2650	59%
Benefits Changes	220	4.9%
Benefit Delays	240	5.3%
Sickness	230	5.1%
Debt	376	8.4%
Delayed Wages	31	0.4%
Domestic Violence	182	4.1%
Homeless	355	7.9%
No recourse to public funds	31	0.7%
Other	182	3.9%
Refused STBA	6	0.1%
School holiday	6	0.1%
Total	4490	

Low Income significantly increased & made up over half of all referrals at 59% with Debt & Homelessness at circa 8% and benefit related at circa 10%. The drop in benefit related issues that can be attributed to the streamlined process to access Universal Credit during the pandemic.

During the year our core business and clients continued to be impacted by the **National Covid 19 Pandemic**.

CAB in- house Advisory Service

From August 2022 we were awarded £51,305 Grant from TT Together For Change : Financial Inclusion Funding enabling a specialist CAB adviser to be present at CFB distribution sessions offering direct advice to tackle all the clients issues that have led to their financial hardship.

The first Activity Report Aug – September 2022 demonstrated the immediate impact of this initiative and that it would be well used going forward. In those 3 months 57 new people accessed this service of whom 65% had a disability / long term health condition. 62% were Male, 75% aged 35-60 and 38% either couples or one parent families; 52% were single. Most had rent & council tax arrears & utilities issues. Most importantly 34 people were estimated to no longer need to use the CBF after advice and support interventions.

Main partner referral Agencies.

Referral Agency Name	Vouchers fulfilled		Adults		Children		Total
Chesterfield Citizens Advice	1027	22.9%	1365	68.0%	641	32.0%	2006
Pathways of Chesterfield	528	11.8%	634	95.1%	33	4.9%	667

P3	433	9.6%	518	92.3%	43	7.7%	561
Derbyshire Recovery Partnership	369	8.2%	520	88.9%	65	11.1%	585
CBC Housing Management	224	5.0%	272	83.4%	54	16.6%	326
Housing First	161	3.6%	177	76.6%	54	23.4%	231
DCHS - Care Coordinators	67	1.5%	175	94.1%	11	5.9%	186
Chesterfield Foodbank	111	2.5%	153	60.2%	101	39.8%	254
National Probation Service (New)	74	1.6%	112	91.8%	10	8.2%	122
P3 Charity Tenancy Support	107	2.4%	140	98.6%	2	1.4%	142
Action Housing	69	1.5%	71	100.0 %	0	0.0%	71
Children's Services Chesterfield Area Office	65	1.4%	89	46.1%	104	53.9%	193
Action Housing PFL/STP	57	1.3%	59	100.0 %	0	0.0%	59
Other partnered agencies	652	14.5%	942	59.6%	638	40.4%	1580
Help Through Hardship TT	546	12.2%					1338
Total	4490	100%	5227		1756		8321

Chesterfield Citizens Advice Bureau (CAB) continued to be by far the most active referrer to the foodbank.

The pattern of the referrals has increased significantly. The Job Centre eventually directed people to Citizens Advice for foodbank referrals. There has been a notable increase in the number of referrals from agencies involved in homelessness and housing, Pathways, Housing First and P3 accounted for a total of approximately 30% of referrals.

Additionally, we received 546 referrals from national agencies accounting for 12% of total referrals. The majority of these referrals were from Help through Hardship, a partnership between TT and National Citizens Advice.

Website, E-vouchers & self -referral

We continue to promote the CFB through the website, Facebook and other social media; encouraging donations of food and money and generally raising the profile of CFB. This

resulting in an increased number of followers: Facebook 1715, Twitter 356, LinkedIn 183, Instagram 559. Promoting urgently needed items helped many of our supporters to provide the specific items needed to replenish stocks.

E-referrals were adopted during COVID lockdown and further entrenched as best practice during the last year. There are still a few agencies using the RED Voucher system, in most instances we will continue to support red vouchers when required.

Tesco Collection

CFB have a Christmas Tesco supermarket collection where shoppers are asked to buy one or more items from a shopping list, donating them on the way out of the store.

Thanks to an agreement between Trussell Trust and Tesco plc, a 3-day collection takes place each year in November / early December, this being a National date for the foodbank network. Each TT foodbank is also able to run two further collections on ad-hoc dates of their own choosing.

In 2021/22 we ran collections between 18 Nov – 20 Dec collecting 1,099.95 Kg of stock.

Later in the year, we had a national Tesco Summer Collection over the period 20th June - 2nd July '22 We collected 1120 kg from Tesco Extra and Tesco Metro.

In addition to the food donated, Tesco also top up with a cash donation of 20% of the value of food collected, based on a set value of £1.75 / kg. This sum is collected by TT for all foodbanks and paid by them direct into the respective foodbank accounts, subject to a 15% admin charge. This is an important source of income for the foodbank, providing £327.24 from the November collection and £333.20 from the Summer collection.

Supermarket Permanent Collection Points (PCP)

We have continued to benefit from permanent collection points in several supermarkets. Warehouse volunteers collect from our PCP's on a weekly or fortnightly rota. In addition to this, volunteers collected ad-hoc donations when needed, particularly at Christmas or Harvest Festival.

Store	Weight (kg)	Value (£)	Top up (£)
Tesco Extra	9636	16,863	2866.71
Tesco Metro	2854	4,995	849.07
Morrisons Staveley	2789	4,881	0
Morrisons Chesterfield	5913	10,348	0
ASDA	1651	2,890	0
Baslow Spar	811	1,419	0
Others	1778	3111	0

Harvest

Once again, we benefited greatly from harvest collections from both schools and churches. The harvest collection runs from September to November and crosses our reporting period. We have split the collection accordingly and for the period 1st Oct 21 to 30 Sept 22 we collected 4727 Kg which equates to 8.19% of yearly stock donations. This was a slight increase in both quantity and % of stock on the previous year.

Annual stock take

A review of the stock taking process needs to address / identify if any stock leakage is taking place so we can improve next year. Due to the changes in operation of the foodbank, owing to the pandemic, it has been delayed until we return to our original working practices post lockdown.

Donations of stock to other organisations 21/22 During the year, a number of donations were made to other foodbanks and organisations as listed in the table below, showing main recipients:

(% of distribution is only % of 'other distribution')

Organisation	Total Weight kg	% of distribution
Ukraine Appeal	774	40%
Baby Basics	68	3,5%
Action Housing	25	1.3%
Monkey Park	53	2.7%
Holme Hall Hub	13	0.6%
Waste Not Cafe	19	0.9%
Other various organizations	997	51%
Total	1952	

School Holiday Provision Post pandemic this was limited to a few in -need and specifically requested. The increase in Government payments to households during the school holidays accounts for this.

Total Distribution

Across all CFB distribution centres, including deliveries, CFB distributed 57,057.05 Kg of food and toiletries directly to clients. Including school holiday provision and donations to other food groups CFB distributed over 68,512.7kg of provision in the Chesterfield area to the value of £119,897.23.

Peak Oil and Arnold Clark partnership

CFB benefited enormously from the continued partnership with Peak Oil and Arnold Clarke across the year. Arnold Clarke held regular food collections and additional fund- raising activities to the value of £2000. Peak Oil continue to donate diesel for use in the foodbank

van, approx £75 per month plus £50 per month by Direct debt. This has been increasingly important with the increase in mileage across the year; due to increased donation collections, bulk purchasing and deliveries to clients.

Financial Donations

Financial donations dramatically increased in 2021/22, much of this attributed to the huge generosity of the local community in the wake of the Pandemic. This, coupled with more direct methods of payment, in particular PayPal, has resulted in CFB ending the year in a healthy financial position. While the donations cannot be guaranteed going forward, they continue to flow in.

Monetary donations & Grants amounting to £161,669 came from a variety of sources.

Gift Aid HMRC	£6,469
Just Giving	£6,108
PayPal	£5,600
Direct Debit	£16,839
Cash	£12,146
Gifts	£23,000

We have seen regular donations being made via PayPal, Direct Debt /Standing Order with a steady increases across the year; recently including gifts via Just Giving. In particular, anticipating the need for a larger new van; a fund raising programme was started with a generous donation of £6592 from one of our regular volunteers coupled with £12K anonymous donation for the new van.

Other significant financial one-off donations came from :

Trussell Trust	£51,306 + £13,540 Grants +£3,788
4 Winds Energy	£3250
Green Energy	£6,500
Foundation Derbyshire	£4000
Local Churches	£2,859
Derbyshire County Council	£2250
Arnold Clarke	£2,500
Sainsbury	£1500
Ground works UK	£1,125

Break down of accounts

	Expenditure	Unrestricted Funds £	Restricted Funds £	Total
	Staff Costs	39,316		39,316
	Vehicle Costs	2,921		2,921
	Depreciation /loss assets	12,061		12,061
	Warehouse /pest control	6,597		6,597
	Electricity & Water	964		964
	Compass / Room hire	4,786		4,786
	Accountant / Legal	624		624
	Insurance	3,222		3,222
	Subcontract costs	11,033		11,033
	Office expenses	3,586		3,586
	Sundry	41		41
	Mobile phones	811		811
	Food/toiletries purchases	13,650		13,650
TOTAL		99,612		99,612
	INCOME	Unrestricted Funds	Restricted Funds	TOTAL
	Appeals & Donations	37,409		37,409
	Trusts & Foundations	30,026		14,592
	Gift Aid	6,470		
	UK Government Grants	1,250		
	Grants (TT F Inclusion)		56,770	56,770
	Grants (TT Together for Change		11,005	11,005
	Other Grants	7,707		7,707
TOTAL		£150,637		150,637
	Net Cash Flow			37,939
	Closing Balance at bank			118,456
	Reserved Funds			
	Warehouse	3,000		3,000
	Operational Reserves (4 x monthly rolling expenses)	24,729.00		24,729

RESTRICTED GRANTS 2022

Amount £	Received	From	For	Completed
12,000	Oct 2021	Mr D Tobery	New Van	Oct 2021
6592	May 2021	Stuart Tilley	New Van	Oct 2021
13,5040	April 2022	Trussell Trust	Salary	On going
51,305	Aug 2022	Trussell Trust	CAB funding	On going to 2025

Reserve Policy

Purpose:

The purpose of the Operating Reserve Policy for Chesterfield Foodbank (CFB) is to ensure the stability of the mission, programs, employment, and ongoing operations of the organization. The Operating Reserve is intended to provide an internal source of funds for situations such as a sudden increase in expenses, one-time unbudgeted expenses, unanticipated loss in funding, or uninsured losses. The Reserve may also be used for one-time, non-recurring expenses that will build long-term capacity, such as staff development, research and development, or investment in infrastructure. Operating Reserves are not intended to replace a permanent loss of funds or eliminate an ongoing budget gap. It is the intention of CFB for Operating Reserves to be used and replenished within a reasonably short period of time. The Operating Reserve Policy will be implemented in concert with the other governance and financial policies of CFB and is intended to support the goals and strategies contained in these related policies and in strategic and operational plans.

Definitions and Goals:

The Operating Reserve Fund is defined as a designated fund set aside by action of the Trustees. The minimum amount to be designated as Operating Reserve will be established in an amount sufficient to maintain ongoing operations and programs for a set period of time, measured in months. The Operating Reserve serves a dynamic role and will be reviewed and adjusted in response to internal and external changes. The target minimum Operating Reserve Fund is equal to four months of average operating costs. The calculation of average monthly operating costs includes all recurring, predictable expenses such as salaries and benefits, occupancy, office, travel, program, and ongoing professional services. Depreciation, in-kind, and other non-cash expenses are not included in the calculation. The calculation of average monthly expenses also excludes some expenses examples are, one-time or unusual, capital purchases. The amount of the Operating Reserve Fund target minimum will be calculated each year after approval of the annual budget, reported to the Trustees and included in the regular financial reports.

Accounting for Reserves:

The Operating Reserve Fund will be recorded in the financial records as **Trustee Designated Operating Reserve**. The ORF will be funded and available in cash or cash equivalent funds. Operating Reserves will be commingled with the general cash and investment accounts of the organization.

Funding of Reserves:

The Operating Reserve Fund will be funded with surplus unrestricted operating funds. The Trustees may from time to time direct that a specific source of revenue be set aside for Operating Reserves. Examples may include one-time gifts or bequests, special grants, special appeals or one-off maintenance costs or location costs.

Use of Reserves:

Use of the Operating Reserves requires three steps:

1. Identification of appropriate use of reserve funds.

The Chair of Trustees and staff will identify the need for access to reserve funds and confirm that the use is consistent with the purpose of the reserves as described in this Policy. This step requires analysis of the reason for the shortfall, the availability of any other sources of funds before using reserves, and evaluation of the time period that the funds will be required and replenished.

2. Authority to use operating reserves

Authority for use of Operating Reserves is delegated to the Project Co-ordinator in consultation with the Treasurer and Chair of Trustees. The use of Operating Reserves will be reported to the Trustee Board at their next scheduled meeting, accompanied by a description of the analysis and determination of the use of funds and plans for replenishment to restore the Operating Reserve Fund to the target minimum amount. The Project Co-ordinator must receive prior approval from the Executive Committee/Board of Directors if the Operating Reserves will take longer than 12 months to replenish.

Review of Policy

This Policy will be reviewed every other year, at minimum, by the Trustees or sooner if warranted by internal or external events or changes. Changes to the Policy will be recommended by the Treasurer to the Board of Trustees

Report of the Trustees for the year ended Sept 2022

The trustees and committee present their report with the financial statements of the charity for the year ended September 30th 2022. The trustees and committee have adopted the provisions of Accounting and reporting by charities: Statement of Recommended Practice applicable in the UK and republic of Ireland (FRS102) (effective 1 January 2015)

Approved by order of the board of trustees and committee on 15th May 2023 and signed on its behalf by:


----- Trustee
D. COOKE
----- Chairman

Charity registration number: 1174426

Chesterfield Food Bank

Annual Report and Financial Statements

for the Year Ended 30 September 2022

M.G. WALKER & CO. LIMITED
The Coach House
119 High Street,
Chesterfield
S45 9DZ

Chesterfield Food Bank

Reference and Administrative Details

Charity Registration Number

1174426

Independent Examiner

M.G. WALKER & CO. LIMITED
The Coach House
119 High Street,
Chesterfield
S45 9DZ

Chesterfield Food Bank

Independent Examiner's Report to the trustees of Chesterfield Food Bank

I report to the trustees on my examination of the accounts of Chesterfield Food Bank for the year ended 30 September 2022.

Responsibilities and basis of report

As the charity trustees of Chesterfield Food Bank 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 Chesterfield Food Bank'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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of Chesterfield Food Bank as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting 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.


.....
M.G. WALKER & CO. LIMITED

The Coach House
119 High Street,
Chesterfield
S45 9DZ

Date: 15.5.2023

Chesterfield Food Bank

Statement of Financial Activities for the Year Ended 30 September 2022

	Note	Unrestricted funds £	Restricted funds £	Total 2022 £
Income and Endowments from:				
Donations and legacies		86,160	64,477	150,637
Total income		86,160	64,477	150,637
Expenditure on:				
Charitable activities		(80,872)	(18,740)	(99,612)
Total expenditure		(80,872)	(18,740)	(99,612)
Net income		5,288	45,737	51,025
Net movement in funds		5,288	45,737	51,025
Reconciliation of funds				
Total funds brought forward		85,155	-	85,155
Total funds carried forward	10	90,443	45,737	136,180
		Note	Unrestricted funds £	Total 2021 £
Income and Endowments from:				
Donations and legacies			90,406	90,406
Total income			90,406	90,406
Expenditure on:				
Charitable activities			(52,316)	(52,316)
Total expenditure			(52,316)	(52,316)
Net income			38,090	38,090
Net movement in funds			38,090	38,090
Reconciliation of funds				
Total funds brought forward			47,065	47,065
Total funds carried forward		10	85,155	85,155

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2021 is shown in note 10.

Chesterfield Food Bank
(Registration number: 1174426)
Balance Sheet as at 30 September 2022

	Note	2022 £	2021 £
Fixed assets			
Tangible assets	7	19,464	7,195
Current assets			
Cash at bank and in hand	8	118,456	81,200
Creditors: Amounts falling due within one year	9	(1,740)	(3,240)
Net current assets		116,716	77,960
Net assets		136,180	85,155
Funds of the charity:			
Restricted income funds			
Restricted funds		45,737	-
Unrestricted income funds			
Unrestricted funds		90,443	85,155
Total funds	10	136,180	85,155

The financial statements on pages 5 to 15 were approved by the trustees, and authorised for issue on
and signed on their behalf by:

Chesterfield Food Bank

Notes to the Financial Statements for the Year Ended 30 September 2022

1 Accounting policies

Statement of compliance

The financial statements have been prepared in accordance with the second edition of the Charities Statement of Recommended Practice issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

Basis of preparation

Chesterfield Food Bank meets the definition of a public benefit entity under FRS 102. The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees meetings and reimbursed expenses.

Chesterfield Food Bank

Notes to the Financial Statements for the Year Ended 30 September 2022 (continued)

Government grants

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £0.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Motor Vehicles	5 years straight line

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Borrowings

Interest-bearing borrowings are initially recorded at fair value, net of transaction costs. Interest-bearing borrowings are subsequently carried at amortised cost, with the difference between the proceeds, net of transaction costs, and the amount due on redemption being recognised as a charge to the Statement of Financial Activities over the period of the relevant borrowing.

Interest expense is recognised on the basis of the effective interest method and is included in interest payable and similar charges.

Borrowings are classified as current liabilities unless the charity has an unconditional right to defer settlement of the liability for at least twelve months after the reporting date.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Designated funds are unrestricted funds set aside for specific purposes at the discretion of the trustees.

Chesterfield Food Bank

Notes to the Financial Statements for the Year Ended 30 September 2022 (continued)

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Financial instruments

Classification

Financial assets and financial liabilities are recognised when the charity becomes a party to the contractual provisions of the instrument.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the charity after deducting all of its liabilities.

Recognition and measurement

All financial assets and liabilities are initially measured at transaction price (including transaction costs), except for those financial assets classified as at fair value through profit or loss, which are initially measured at fair value (which is normally the transaction price excluding transaction costs), unless the arrangement constitutes a financing transaction. If an arrangement constitutes a financing transaction, the financial asset or financial liability is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Financial assets and liabilities are only offset in the statement of financial position when, and only when there exists a legally enforceable right to set off the recognised amounts and the charity intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously.

Financial assets are derecognised when and only when a) the contractual rights to the cash flows from the financial asset expire or are settled, b) the charity transfers to another party substantially all of the risks and rewards of ownership of the financial asset, or c) the charity, despite having retained some, but not all, significant risks and rewards of ownership, has transferred control of the asset to another party.

Financial liabilities are derecognised only when the obligation specified in the contract is discharged, cancelled or expires.

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Notes to the Financial Statements for the Year Ended 30 September 2022 (continued)

Debt instruments

Debt instruments which meet the following conditions are subsequently measured at amortised cost using the effective interest method:

(a) The contractual return to the holder is (i) a fixed amount; (ii) a positive fixed rate or a positive variable rate; or (iii) a combination of a positive or a negative fixed rate and a positive variable rate.

(b) The contract may provide for repayments of the principal or the return to the holder (but not both) to be linked to a single relevant observable index of general price inflation of the currency in which the debt instrument is denominated, provided such links are not leveraged.

(c) The contract may provide for a determinable variation of the return to the holder during the life of the instrument, provided that (i) the new rate satisfies condition (a) and the variation is not contingent on future events other than (1) a change of a contractual variable rate; (2) to protect the holder against credit deterioration of the issuer; (3) changes in levies applied by a central bank or arising from changes in relevant taxation or law; or (ii) the new rate is a market rate of interest and satisfies condition (a).

(d) There is no contractual provision that could, by its terms, result in the holder losing the principal amount or any interest attributable to the current period or prior periods.

(e) Contractual provisions that permit the issuer to prepay a debt instrument or permit the holder to put it back to the issuer before maturity are not contingent on future events, other than to protect the holder against the credit deterioration of the issuer or a change in control of the issuer, or to protect the holder or issuer against changes in levies applied by a central bank or arising from changes in relevant taxation or law.

(f) Contractual provisions may permit the extension of the term of the debt instrument, provided that the return to the holder and any other contractual provisions applicable during the extended term satisfy the conditions of paragraphs (a) to (c).

Debt instruments that are classified as payable or receivable within one year on initial recognition and which meet the above conditions are measured at the undiscounted amount of the cash or other consideration expected to be paid or received, net of impairment.

With the exception of some hedging instruments, other debt instruments not meeting these conditions are measured at fair value through profit or loss.

Commitments to make and receive loans which meet the conditions mentioned above are measured at cost (which may be nil) less impairment.

Investments

Investments in non-convertible preference shares and non-puttable ordinary or preference shares (where shares are publicly traded or their fair value is reliably measurable) are measured at fair value through profit or loss. Where fair value cannot be measured reliably, investments are measured at cost less impairment.

Investments in subsidiaries and associates are measured at cost less impairment. For investments in subsidiaries acquired for consideration including the issue of shares qualifying for merger relief, cost is measured by reference to the nominal value of the shares issued plus fair value of other consideration. Any premium is ignored.

Chesterfield Food Bank

Notes to the Financial Statements for the Year Ended 30 September 2022 (continued)

Derivative financial instruments

The charity uses derivative financial instruments to reduce exposure to foreign exchange risk and interest rate movements. The charity does not hold or issue derivative financial instruments for speculative purposes.

Derivatives are initially recognised at fair value at the date a derivative contract is entered into and are subsequently remeasured to their fair value at each reporting date. The resulting gain or loss is recognised in statement of financial activities immediately unless the derivative is designated and effective as a hedging instrument, in which event the timing of the recognition in statement of financial activities depends on the nature of the hedge relationship.

Fair value measurement

The best evidence of fair value is a quoted price for an identical asset in an active market. When quoted prices are unavailable, the price of a recent transaction for an identical asset provides evidence of fair value as long as there has not been a significant change in economic circumstances or a significant lapse of time since the transaction took place. If the market is not active and recent transactions of an identical asset on their own are not a good estimate of fair value, the fair value is estimated by using a valuation technique.

2 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total funds £
Donations and legacies;			
Donations from individuals	43,879	-	43,879
Grants, including capital grants;			
Government grants	1,250	-	1,250
Grants from other charities	11,005	64,477	75,482
Total for 2022	56,134	64,477	120,611
Total for 2021	90,406	-	90,406

3 Analysis of governance and support costs

Governance costs

	Unrestricted funds General £	Total funds £
Other governance costs	624	624
Total for 2022	624	624
Total for 2021	472	472

Chesterfield Food Bank

Notes to the Financial Statements for the Year Ended 30 September 2022 (continued)

4 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

5 Staff costs

The aggregate payroll costs were as follows:

The monthly average number of persons (including senior management / leadership team) employed by the charity during the year expressed as full time equivalents was as follows:

	2022	2021
	No	No
Employees	2	1

No employee received emoluments of more than £60,000 during the year

The total employee benefits of the key management personnel of the charity were £39,316 (2021 - £28,650).

Chesterfield Food Bank

Notes to the Financial Statements for the Year Ended 30 September 2022 (continued)

6 Taxation

The charity is a registered charity and is therefore exempt from taxation.

7 Tangible fixed assets

	Motor vehicles £	Total £
Cost		
At 1 October 2021	7,195	7,195
Additions	24,330	24,330
Disposals	(7,195)	(7,195)
At 30 September 2022	24,330	24,330
Depreciation		
Charge for the year	4,866	4,866
At 30 September 2022	4,866	4,866
Net book value		
At 30 September 2022	19,464	19,464
At 30 September 2021	7,195	7,195

8 Cash and cash equivalents

	2022 £	2021 £
Cash at bank	118,456	81,200

9 Creditors: amounts falling due within one year

	2022 £	2021 £
Other creditors	1,740	3,240

10 Funds

Chesterfield Food Bank

Notes to the Financial Statements for the Year Ended 30 September 2022 (continued)

	Balance at 1 October 2021 £	Incoming resources £	Resources expended £	Balance at 30 September 2022 £
Unrestricted funds				
General	73,155	86,160	(80,872)	78,443
Designated	12,000	-	-	12,000
Total unrestricted funds	85,155	86,160	(80,872)	90,443
Restricted funds	-	64,477	(18,740)	45,737
Total funds	85,155	150,637	(99,612)	136,180
	Balance at 1 October 2020 £	Incoming resources £	Resources expended £	Balance at 30 September 2021 £
Unrestricted funds				
General	35,065	90,406	(52,316)	73,155
Designated	12,000	-	-	12,000
Total funds	47,065	90,406	(52,316)	85,155

11 Analysis of net assets between funds

	Unrestricted funds General £	Restricted funds £	Total funds at 30 September 2022 £
Tangible fixed assets	19,464	-	19,464
Current assets	72,719	45,737	118,456
Current liabilities	(1,740)	-	(1,740)
Total net assets	90,443	45,737	136,180
	Unrestricted funds General £	Total funds at 30 September 2021 £	
Tangible fixed assets	7,195	7,195	
Current assets	81,200	81,200	
Current liabilities	(3,240)	(3,240)	
Total net assets	85,155	85,155	

Chesterfield Food Bank

Notes to the Financial Statements for the Year Ended 30 September 2022 (continued)

12 Analysis of net funds

	At 1 October 2021 £	Financing cash flows £	At 30 September 2022 £
Cash at bank and in hand	81,200	37,256	118,456
Debt due within one year	(3,240)	1,500	(1,740)
Net debt	77,960	38,756	116,716
	At 1 October 2020 £	Financing cash flows £	At 30 September 2021 £
Cash at bank and in hand	43,110	38,090	81,200
Debt due within one year	(3,240)	-	(3,240)
Net debt	39,870	38,090	77,960

Chesterfield Food Bank

Statement of Financial Activities by fund for the Year Ended 30 September 2022

	Total Unrestricted Funds 2022 £	Total Unrestricted Funds 2021 £
Income and Endowments from:		
Donations and legacies	86,160	90,406
Total income	86,160	90,406
Expenditure on:		
Charitable activities	(80,872)	(52,316)
Total expenditure	(80,872)	(52,316)
Net income	5,288	38,090
Net movement in funds	5,288	38,090
Reconciliation of funds		
Total funds brought forward	85,155	47,065
Total funds carried forward	90,443	85,155

Chesterfield Food Bank

Statement of Financial Activities by fund for the Year Ended 30 September 2022 (continued)

	Total Restricted Funds 2022 £	Total Restricted Funds 2021 £
Income and Endowments from:		
Donations and legacies	64,477	-
Total income	64,477	-
Expenditure on:		
Charitable activities	(18,740)	-
Total expenditure	(18,740)	-
Net income	45,737	-
Reconciliation of funds		
Total funds carried forward	45,737	-

Chesterfield Food Bank

Detailed Statement of Financial Activities for the Year Ended 30 September 2022

	Total 2022 £	Total 2021 £
Income and Endowments from:		
Donations and legacies (analysed below)	150,637	90,406
Total income	150,637	90,406
Expenditure on:		
Charitable activities (analysed below)	(99,612)	(52,316)
Total expenditure	(99,612)	(52,316)
Net income	51,025	38,090
Net movement in funds	51,025	38,090
Reconciliation of funds		
Total funds brought forward	85,155	47,065
Total funds carried forward	136,180	85,155

Chesterfield Food Bank

Detailed Statement of Financial Activities for the Year Ended 30 September 2022 (continued)

	Total 2022 £	Total 2021 £
<i>Donations and legacies</i>		
Appeals and donations	37,409	48,082
Gift Aid tax reclaimed	6,470	-
Trusts and foundations	30,026	27,731
UK Government grants	1,250	-
Grants - other agencies	56,770	-
Grants - other agencies	7,707	-
Grants - other agencies	11,005	14,593
	150,637	90,406
<i>Charitable activities</i>		
Purchases	(7,707)	-
Purchases	(5,943)	(6,292)
Depreciation of motor vehicles	(4,866)	-
(Profit)/loss on disposal of tangible fixed assets	(7,195)	-
Property repairs	(6,597)	(5,326)
Wages and salaries	(39,316)	(28,650)
Subcontract cost	(11,033)	-
Rent	(4,786)	(3,575)
Light, heat and power	(964)	(1,027)
Insurance	(3,222)	(2,148)
Telephone and fax	(811)	(502)
Office expenses	(3,586)	(2,412)
Sundry expenses	(41)	-
Motor expenses	(2,921)	(1,912)
Accountancy fees	(624)	(472)
	(99,612)	(52,316)