



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

**From 1 April 2022 to 31 March 2023**

**Charity name: Lincoln Community Larder**

**Charity registration number: 1175176**

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The relief of poverty in Lincoln and the surrounding area by the provision of basic nutritious food and other basic amenities.
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>LCL provides food parcels for people who need short-term help to make ends meet.</p> <p>Frontline professionals, who are best placed to identify people in need, refer them to LCL via an online system, so food parcels can be collected at one of LCL's distribution centres;</p> <ul style="list-style-type: none"><li>• YMCA Annexe, Lincoln</li><li>• St John the Baptist Parish Church Hall, Lincoln</li><li>• St Giles Methodist Church, Lincoln</li><li>• St Mary's Church, Welton</li><li>• Martin Village Hall, Martin</li><li>• All Saints Church, Wragby</li></ul> <p>The size of parcels is increased for families based on the number of individuals in need. In some special cases LCL goes beyond the basic food parcel, supporting people with other essential items (e.g., toiletries and fuel vouchers for cooking).</p> <p>LCL also caters for those suffering from illness or special needs and provides individual food parcels to meet such referral requests.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	In setting our objectives and planning our activities the LCL trustees have given serious consideration to the Charity Commission's general guidance on public benefit and all its activities are undertaken to further its charitable purposes for the public benefit.

## Additional information

	SORP reference	
Policy on grant making	Para 1.38	When finances allow, LCL financially supports projects, in Lincoln and surrounding areas, designed to relieve food poverty, such as the Food in School Holidays (FiSH) project.
Contribution made by volunteers	Para 1.38	<p>The volunteer team, which includes the Trustees, has continued to grow and in some cases take on additional responsibilities. Without their dedication, LCL could not function as it does.</p> <p>The Trustees are very grateful to all the volunteers, in the warehouse and the distribution centres, for their enormous contribution helping to relieve food poverty in Lincoln and the surrounding area.</p>
Other		<p>LCL is a member of the Greater Lincolnshire Food Partnership which is a partnership of organisations across Greater Lincolnshire working together for greener, fairer and healthier food for all, through sustainable local action.</p> <p>Under the Partnership, LCL has been an active member of an Emergency Response Group, made up of the main foodbanks in Lincoln. Together, they operate a joint on-line referral system which enables people in need to collect food parcels from their nearest distribution centre.</p>

## 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>The main achievements during this period of operation were as follows:</p> <ul style="list-style-type: none"> <li>• Operating a warehouse facility for storage of donated food and for packing food parcels;</li> <li>• Managing over 50 volunteers who serve each week in LCL's activities;</li> <li>• Attracting financial support from individuals and organisations who make cash donations and grants to supplement the food donations;</li> <li>• Maintaining contact with approved agencies in the Lincoln area with whom the LCL partners to support those in financial crisis;</li> <li>• Collecting donated items of food from individuals, schools and commercial organisations.</li> <li>• Distributing food parcels to individuals and family groups in crisis situations.</li> </ul> <p>Between April 2022 and March 2023, LCL distributed 8,090 food parcels of which 5,574 were to adults and 2,516 were to children.</p> <p>In addition to food parcels, LCL distributed £6,228 worth of fruit and vegetable vouchers, £6,809 worth of energy vouchers to enable food to be cooked, and £1,148 worth of Self-heating meals for the Homeless or those without cooking facilities.</p>



## Additional information

Achievements against objectives set	Para 1.41	<p>The LCL Business Plan sets out the Trustees' objectives which are reviewed annually. These are to:</p> <ul style="list-style-type: none"> <li>• ensure the long-term sustainability of our service to the community</li> <li>• maintain our individual identity so as not to be seen as part of another service</li> <li>• maintain a city centre presence for our main distribution site</li> <li>• ensure warehousing is always available</li> <li>• provide more distribution centres in areas of need</li> <li>• increase relationships with other organisations working to challenge food poverty</li> <li>• help solve clients' long-term issues - by referral to other organisations</li> <li>• promote the idea of healthy eating</li> <li>• financially support other organisations in providing food for children</li> </ul> <p>These high-level objectives are underpinned by strategies and goals designed to assist in measuring achievements against objectives.</p> <p>The Trustees are very satisfied that these objectives continue to be met.</p>
Performance of fundraising activities against objectives set	Para 1.41	<p>One of LCL's objectives was "to ensure the long-term sustainability of our service to the community" and for the year 2022-2023 the goals included:</p> <ul style="list-style-type: none"> <li>• if available, apply for grant aid for both core and one-off funds at least twice a year</li> <li>• attract at least 6 regular donors per annum by introducing a patronage scheme</li> </ul> <p>LCL has been successful in attracting funds through online fundraising services, such as Just Giving, Local Giving and receiving Gift Aid. The proposed patronage scheme was not required during the year due to the receipt of a substantial legacy.</p>
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Net of Receipts/(Payments) at the end of the financial year were -£8,885. After deducting reserves, at 31 <sup>st</sup> March 2023 the bank balance was £98,520.82
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>The LCL Trustees seek to maintain adequate reserves so as to ensure all reasonable day to day running costs can be met as and when they fall due, recognising the basic financial principle that the Trustees are responsible for ensuring that solvency is maintained.</p> <p>"Adequate reserves" are deemed to be sufficient funding for 12 months of normal operational expenditure plus annual warehouse rental.</p>
Amount of reserves held	Para 1.22	This has been set at £30,000

## Additional information

The charity's principal sources of funds (including any fundraising)	Para 1.47	<p>In the period April 2022-March 2023, financial donations totalled £602,313.47, which included a substantial legacy of £524,898.</p> <p>Handled responsibly and carefully, these monies can potentially help create a stable and sustainable financial platform for the charity, which will underpin its ability to strengthen its operations in future years. We are currently taking professional advice in relation to the legacy.</p> <p>In addition, food and other non-monetary items were gifted to LCL from numerous sources, with an estimated value in excess of £8,700</p>
A description of the principal risks facing the charity	Para 1.46	<p>The principal risk facing LCL is the continuation of the huge increase in demand for its services, due to rises in the cost of living.</p> <p>As the charity is run entirely by volunteers, the increase in demand will need to be met by a corresponding increase in volunteers.</p>
Other		



## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document	Para 1.25	Constitution
How is the charity constituted?	Para 1.25	Charitable Incorporated Organisation (Foundation)
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	<p>Apart from the first charity trustees, every trustee must be appointed for a term of four years by a resolution passed at a properly convened meeting of the charity trustees.</p> <p>In selecting individuals for appointment as charity trustees, the trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.</p>

### Additional information

Policies and procedures adopted for the induction and training of trustees	Para 1.51	<p>Each new charity trustee, on or before his or her first appointment receives:</p> <ul style="list-style-type: none"> <li>(a) a copy of the current version of LCL's constitution</li> <li>(b) a copy of the CIO's latest Trustees' Annual Report and Statement of Accounts</li> <li>(c) a copy of the Charity Commissions Guidance, "The essential trustee: what you need to know, what you need to do."</li> </ul> <p>Trustees also receive briefings, updates and guidance issued by the Charity Commission (e.g., the 5-minute guides for charity trustees).</p>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The charity is an independent organisation managed by a voluntary board of trustees and run entirely by volunteers.
Relationship with any related parties	Para 1.51	LCL is a member of the Greater Lincolnshire Food Partnership, as described above under the heading, "Objectives and Activities" (Other).
Other		



## Reference and Administrative details

Charity name	Lincoln Community Larder
Other name the charity uses	n/a
Registered charity number	1175176
Charity's principal address	YMCA Annexe Rosemary Lane Lincoln LN2 5AR

## Names of the charity trustees who manage the charity

	Trustee name	Office	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Mr Alan Wilson	Chair		
2	Mrs Karen Mayor	Treasurer		
3	Mrs Viv Bennett	Secretary		
4	Mrs Dawn Nightingale			
5	Mrs Joan Bennett			
6	Mr Dave Pemberton			
7	Mrs Jennifer Pemberton			
8	Mrs Wendy Mason			
9	Ms Mandy Laurence			
10	Mr Harry Campbell			
11	Miss Sophie Wilesmith		1/04/22 -31/07/22	
12	Mr Neil Rhodes		15/2/23 – 31/3/23	
13	Mrs Cay Sherlock		15/2/23 – 31/3/23	

## Name of chief executive or names of senior staff members

Mrs Dawn Nightingale – Larder Co-ordinator
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**Declarations**

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

Signed on behalf of the charity’s trustees

Signature(s)		
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Full name(s)	Alan Wilson	Karen Mayor  Treasurer
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Position (eg Secretary, Chair, etc)	Chair	
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Date	
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CHARITY COMMISSION  
FOR ENGLAND AND WALES

Lincoln Community Larder

No (if any)  
1175176

CC16a

## Receipts and payments accounts

For the period from	Period start date	To	Period end date
	01/04/22		31/03/23

### 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 & Donations	48,910	-	-	48,910	20,082
Legacy of Dorothy Chambers	524,898	-	-	524,898	-
Refunds	1	-	-	1	21
HMRC Gift Aid	-	-	-	-	2,136
Donations via Just Giving	7,537	-	-	7,537	8,252
Donations via Local Giving	18,468	-	-	18,468	12,225
Western Power Grant	-	2,500	-	2,500	-
Interest on Deposit Account	3,147	-	-	3,147	-
<b>Sub total (Gross income for AR)</b>	<b>602,961</b>	<b>2,500</b>	<b>-</b>	<b>605,461</b>	<b>42,716</b>
(see table).	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>602,961</b>	<b>2,500</b>	<b>-</b>	<b>605,461</b>	<b>42,716</b>
<b>A3 Payments</b>					
Food Purchases	55,095	2,500	-	57,595	26,496
Volunteer Expenses	958	-	-	958	682
Insurance	301	-	-	301	299
Admin/Running costs	2,345	-	-	2,345	1,743
Sundry/Miscellaneous Payments	450	-	-	450	9,764
Rent for Warehouse	16,136	-	-	16,136	6,607
Energy Vouchers	7,929	-	-	7,929	5,380
Purchase of Fridge Freezers	588	-	-	588	-
	-	-	-	-	-
<b>Sub total</b>	<b>83,802</b>	<b>2,500</b>	<b>-</b>	<b>86,302</b>	<b>50,971</b>
<b>A4 Asset and investment</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>83,802</b>	<b>2,500</b>	<b>-</b>	<b>86,302</b>	<b>50,971</b>
<b>Net of receipts/(payments)</b>	<b>519,159</b>	<b>-</b>	<b>-</b>	<b>519,159</b>	<b>- 8,255</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

A6 Cash funds last year end

*Cash funds this year end*

-	-	-	-	-
519,159	-	-	519,159	- 8,255

## 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	Deposit Account Interest	3,147	-	-
		-	-	-
		-	-	-
	Total cash funds	3,147	-	# -
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets			-	-
			-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-

**B5 Liabilities**

		-	-
		-	-
		-	-

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

Signed by one or two trustees on

Signature	Print Name	Date of approval
	Alan Wilson	
	Karen Anne Mayor	





Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name

LINCOLN COMMUNITY LARDER

On accounts for the year  
ended

31/3/23

Charity no  
(if any)

1175174

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above  
charity ("the Trust") for the year ended DD/MM/YYYY.

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 (other than that disclosed below \*) 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.

\* Please delete the words in the brackets if they do not apply.

Signed:

T. Coatsworth

Date:

05/08/23

Name:

TERENCE COATSWORTH

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

Address:

126 WESTERN AVENUE,  
LINCOLN  
LN6 7SZ