



Trustees' Annual Report for the period

From 1 April 2023 to 31 March 2024

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">• YMCA Annexe, Lincoln• St John the Baptist Parish Church Hall, Lincoln• St Giles Methodist Church, Lincoln• St Mary's Church, Welton• Martin Village Hall, Martin• All Saints Church, Wragby <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	
		When finances allow, LCL financially

Policy on grant making	Para 1.38	supports projects, in Lincoln and surrounding areas, designed to relieve food poverty.
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"> • Operating a warehouse facility for storage of donated food and for packing food parcels; • Managing over 50 volunteers who serve each week in LCL's activities; • Attracting financial support from individuals and organisations who make cash donations and grants to supplement the food donations; • Maintaining contact with approved agencies in the Lincoln area with whom the LCL partners to support those in financial crisis; • Collecting donated items of food from individuals, schools and commercial organisations. • Distributing food parcels to individuals and family groups in crisis situations.

		<p>LCL received 4064 referrals, representing 8095 people fed, from April 2023 – March 2024, of which 5409 were for adults and 2686 for children.</p> <p>In addition to food parcels, LCL distributed £6,806 worth of fruit and vegetable vouchers, £2,980 worth of energy vouchers to enable food to be cooked, and £1,029 worth of Self-heating meals for the Homeless or those without cooking facilities</p>
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Additional Information

Achievements against objectives set	Para 1.41	<p>The LCL Business Plan sets out Trustees' objectives which are reviewed annually. These are to;</p> <ul style="list-style-type: none"> • ensure the long-term sustainability of our service to the community • maintain our individual identity so as not to be seen as part of another service • maintain a city centre presence for our main distribution site • ensure warehousing is always available • provide more distribution centres in areas of need • increase relationships with other organisations working to challenge food poverty • help solve clients' long-term issues - by referral to other organisations • promote the idea of healthy eating • financially support other organisations in providing food for children <p>These high-level objectives are underpinned by strategies and goals designed to assist in measuring achievements against objectives.</p> <p>Trustees are very satisfied that these objectives continues 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 2023-2024 the goals included:</p> <ul style="list-style-type: none"> • if available, apply for grant aid for both core and one-off funds at least twice a year

		LCL has been successful in attracting a £30,000 Grant from the National Lottery Community Fund and through online fundraising services, such as Just Giving, Local Giving and receiving Gift Aid.
Other		The LCL website was redesigned and brought in-house during the year to provide greater flexibility in updating content.

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 -£12370. After deducting reserves, the bank balance is £49,960 as at 31 st March 2024
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> <p>Since the receipt of a substantial legacy in 2022 the Trustees agreed to invest £400k in 2 Notice deposit accounts with the remainder being available in a 32 day notice account should it be needed to be used for running costs.</p>
Amount of reserves held – Investment Assets - held in a Notice Deposit Account	Para 1.22	<p>Currently set at £30,000</p> <p>Current value £600,322</p>

Additional information

The charity's principal sources of funds (including any fundraising)	Para 1.47	<p>In the period April 2023-March 2024, financial donations totalled £75,987.</p> <p>In addition, food and other non-monetary items were gifted to LCL from numerous sources, with an estimated value in excess of £11,000.</p>
		The principal risk facing LCL is the continuation of the huge increase in

A description of the principal risks facing the charity	Para 1.46	<p>demand for its services coupled with a decrease in both food and financial donations 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"> (a) a copy of the current version of LCL's constitution (b) a copy of the CIO's latest Trustees' Annual Report and statement of accounts (c) a copy of the Charity Commissions Guidance, "The essential trustee: what you need to know, what you need to do." <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. Day to day operations are managed by the LCL Co-ordinator and undertaken by a team of 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 Neil Rhodes	Chair		
2	Mr Alan Wilson	Vice-Chair		
3	Mrs Karen Mayor	Treasurer		
4	Mrs Viv Bennett	Secretary		
5	Mrs Dawn Nightingale	Co-Ordinator		
6	Mr Dave Pemberton			
7	Mrs Jennifer Pemberton			
8	Mrs Wendy Mason			
9	Mrs Joan Bennett			
10	Mr Harry Campbell			
11	Mrs Cay Sherlock			
12	Mr Tony Tomlinson		18/09/23	
13				

Name of chief executive or names of senior staff members

Mrs Dawn Nightingale – Larder Co-ordinator

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)

Neil Rhodes

Karen Mayor

Position (eg Secretary,
Chair, etc)

Chair

Date

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CHARITY COMMISSION
FOR ENGLAND AND WALES

Lincoln Community Larder

1175176

Receipts and payments accounts

CC16a

For the period
from

01/04/2023

To

31/03/2024

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Grants & Donations	24,269	30,000	-	54,269	572,125
Refunds	260	-	-	260	1
HMRC Gift Aid	937	-	-	937	-
Just Giving	6,071	-	-	6,071	7,537
Local Giving	11,708	-	-	11,708	18,468
Other Income	2,742	-	-	2,742	4,182
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	45,987	30,000	-	75,987	602,313
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	45,987	30,000	-	75,987	602,313
A3 Payments					
Food Purchases	49,822	25,408	-	75,230	57,595
Volunteer Expenses	506	130	-	636	958
Insurance	157	94	-	251	301
Admin	1,771	618	-	2,389	2,647
Sundry/Miscellaneous payments	520	306	-	826	450
Rent	1,511	4,534	-	6,045	16,136
Energy Vouchers	2,980	-	-	2,980	7,929
	-	-	-	-	-
	-	-	-	-	-
Sub total	57,267	31,090	-	88,357	86,016
A4 Asset and investment purchases. (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	57,267	31,090	-	88,357	86,016
Net of receipts/(payments)	- 11,280	- 1,090	-	- 12,370	516,297
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	- 11,280	- 1,090	-	- 12,370	516,297

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 Account	49,960	-	-
		-	-	-
		-	-	-
	Total cash funds	49,960	-	-
	(agree balances with receipts and payments account(s))	Agreement Error	Agreement Error	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
			-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Notice Deposit Account	Unrestricted	-	600,322
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	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 behalf of all the trustees	Signature	Print Name	Date of approval	
		Karen Anne Mayor	11/07/2024	
		Neil Rhodes		



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

**Independent examiner's
report on the accounts**

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Lincoln Community Larder

**On accounts for the year
ended**

31/03/2023

**Charity no
(if any)**

1175176

Set out on pages

1-2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2024.

**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 (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:

20/6/24

Name:

Terence Coatsworth

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

N/A.

Address:

126 Western Avenue

Lincoln

LN6 7SZ