



Registered Charity Nr: 1175238  
**SHEPSHED FOODBANK**  
**ANNUAL REPORT AND STATEMENT OF ACCOUNTS**  
**Year Ended 10 October 2025**

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## REPORT OF THE TRUSTEES

The Trustees present their report and the accounts of Shepshed Foodbank for the year ended 10 October 2025.

### **1 GENERAL INFORMATION**

Shepshed Foodbank is a Charitable Incorporated Organisation (CIO) governed by a written constitution. It was registered as a CIO on 19 October 2017. The Foodbank was originally set up in 2014 and has operated since that date.

The principal address of Shepshed Foodbank is The Glenmore Centre, Thorpe Road, Shepshed, Loughborough LE12 9LU.

### **2 OBJECTIVES**

The objective of Shepshed Foodbank is the prevention or relief of poverty in Shepshed and the surrounding area, by the provision of regular food parcels to families and individuals in need.

### **3 GOVERNANCE OF THE CHARITY**

#### **3.1 Trustees**

The Trustees have overall accountability for the charity. Trustees are appointed by nomination and voting by existing Trustees. The Trustee Board meets quarterly.

The Trustees during the period ended 10 October 2025 and, except as noted, at the date of signing of this report were:

Glennis Wilcox (Chairperson)  
Anne Collier (Vice-Chair)  
Shirley Booles  
Yvonne Hadland (resigned 14<sup>th</sup> January 2025)  
Jane Lennie  
Patricia Shore (resigned 19<sup>th</sup> August 2025)  
Gill Roberts (appointed 24<sup>th</sup> July 2025)  
Stephanie Smith (resigned 18<sup>th</sup> November 2024)  
Martyn Stapley (appointed 24<sup>th</sup> July 2025)  
Jo Ward (appointed 18<sup>th</sup> November 2024)  
Sam Zubrute (appointed 24<sup>th</sup> July 2025)

None of the Trustees nor persons connected with them received any remuneration or other benefits from Shepshed Foodbank during the period under review.

The Trustees confirm that they have had due regard to the public benefit guidance issued by the Charity Commission for England and Wales.

During the year three of our long-serving trustees stood down from the Trustee Board. We would like to thank them for all that they have contributed, and continue to contribute, to the Foodbank.

#### **3.2 Management Committee**

In January 2025, the Trustee Board appointed a Management Committee with delegated responsibility for the day-to-day operation of the Foodbank. The powers of the Management Committee are set out in the Delegations of Authority. They are:

Shirley Booles  
Chris Bull  
Anne Collier  
Sally Simmonds (Secretary)  
Steph Smith  
Richard Tabberer (Treasurer)

None of the Management Committee Members nor persons connected with them received any remuneration or other benefits from Shepshed Foodbank during the period under review.

### **3.3 Policies and Processes**

The Charity currently has formal written policies in place covering:

- Confidentiality
- Health and Safety
- Safeguarding
- Volunteer "Whistle-Blowing"

Policies on Client Eligibility and the Extent to which Clients can also be volunteers (and vice versa) are currently being developed.

An in-depth review of our health and safety risks is currently being undertaken.

An Accident Reporting Process is in place. In 2024-5 there was one accident reported.

### **3.4 Risk Management**

The Trustees have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate these risks.

The principal risks to the continued operation of the Foodbank are:

- Insufficient volunteers coming forward
- Loss of the premises
- Insufficient funds to continue operation

### **3.5 Reserves Policy**

The Trustees' policy is to maintain sufficient reserves to provide working capital for the charity's ongoing activities and to meet any expenses as they fall due.

At the Trustee Board Meeting in January 2025 it was decided to allocate £20,000 to a Reserve Fund to cover the replacement of equipment as necessary and to contribute towards any necessary work on the building.

The major pieces of equipment covered are:

- Van
- IT Equipment
- Fridges and Freezers

We anticipate replacing the van at some point in the 2025-26 Financial Year.

## **4 REVIEW OF THE YEAR**

We celebrated our 11<sup>th</sup> year as Shepshed Foodbank.

### **4.1 Delivering Our Objectives**

- For the period October 2024 to October 2025, we provided food to families, couples and single clients, feeding 2055 adults and 1404 children.
- Although the majority of those we help come to the Foodbank, we also deliver to the housebound. Volunteers from Kegworth kindly deliver food parcels which we supply to six house bound residents in Kegworth and Shepshed volunteer drivers deliver to three clients in Shepshed.
- We also support three Ukrainian families re-located to Shepshed.
- For Christmas 2024, and with help from the Shepshed Lions, local businesses and schools, we handed out Christmas hampers, feeding 45 adults and 37 children.
- We are working together with the new Shepshed Community Fridge to further help address food poverty. Our excess fresh food from our Tuesday opening is taken to the Fridge.

### **4.2 Support from the Local Community**

- We continue to receive fantastic support from the local community- individuals, schools, businesses, pubs, restaurants, churches, shops, other charitable organisations.



- During the year we have received generous cash donations from the customers of the Bottom Railway and Twigg's the Butchers, from local firms GEDA, from Shepshed Market and from Osgathorpe.
- B&M donated vouchers as part of their opening celebrations.
- Local firm PAX8 has donated food.
- Newhurst Energy Recovery Facility adopted the Foodbank as their local charity for 2025. Over the summer, volunteers visited the site and were given a very interesting tour.
- In September 2025, the Caroline Sharpe Singers and the Loughborough Concert Band held a fantastic musical concert in aid of the Foodbank. This was well supported and raised £650 for the Foodbank.
- St Botolph's and St Winifred's schools and Belton Primary school and Belton playgroup all provided food from their harvest festivals.

#### 4.3 Improving How We Operate

In 2025 we have been successful in claiming Gift Aid from HMRC for the financial years 2020/1 through to 2023/4 (ie four years in total) and will continue to do this in future years. This is likely to contribute about £1000 a year.

- We relaunched our website in 2025 ([shepshedfoodbank.org](https://shepshedfoodbank.org)). One of its key features is that it now allows supporters to make financial donations online. We also maintain a presence on Facebook, which is our principal medium for news and appeals. In addition, we have new emails: [info@shepshedfoodbank.org](mailto:info@shepshedfoodbank.org) for general enquiries and [help@shepshedfoodbank.org](mailto:help@shepshedfoodbank.org) which is specially for individuals needing help.
- Having a greater online presence has led to an increased number of enquiries from potential volunteers
- We have purchased a new laptop and printer to assist us in administration and have also had CCTV installed on the exterior of the premises (following an attempted break-in) and a new wifi router.
- We are exploring exploration of ways in which the Foodbank can further support clients.

## 5 SUPPORT

Shepshed Foodbank could not operate without the support of so many people. We are very fortunate to have a wonderful group of about 30 volunteers who willingly give of their time to work tirelessly to provide the very best outcome for all of our clients. This year several new volunteers joined Shepshed foodbank, bringing with them a range of skills and expertise. Training courses in Safeguarding were organised for every volunteer. We also welcomed volunteers from the local offices of Parker Meggitt, Nottingham Building Society and GEDA.

We could not carry out our work without the generous financial support of many local people.



**GLENNIS WILCOX**

Chairperson

For and on behalf of the Trustees on 17<sup>th</sup> November 2025

## STATEMENT OF ACCOUNTS

### 1 INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF SHEPSHED FOODBANK

I report to the charity trustees on my examination of the accounts of Shepshed Foodbank ("the charity") for the year ended 10 October 2025 which are set out on pages 6 and 7.

#### 1.1 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 charity's accounts carried out under section 145 of the 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.

#### 1.2 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 the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.



EDWARD SANDS FCA

16 Mill Close  
Shepshed  
Loughborough  
Leicestershire  
LE12 9UA

20 November 2025

Shepshed Foodbank (Registered Charity Nr 1175238)  
Annual Report and Statement of Accounts 2024-25

**2      RECEIPTS AND PAYMENTS ACCOUNT**

For Shepshed Foodbank for the Year Ended 10<sup>th</sup> October 2025

	<b>2025</b>	<b>2025</b>	<b>2025</b>	<b>2024</b>
	<b>Restricted</b>	<b>Unrestricted</b>	<b>Total Funds</b>	<b>Total Funds</b>
	<b>Funds</b>	<b>Funds</b>		
<b>Receipts</b>				
Donations and Grants	£600	£17,589	£18,189	£23,978
Fundraising	£-	£ 1,026	£ 1,026	£ 595
Gift Aid Recovery	£-	£ 4,232	£ 4,232	£ -
<b>Total Receipts</b>	<b>£600</b>	<b>£22,847</b>	<b>£23,447</b>	<b>£24,573</b>
<b>Payments</b>				
Food Purchases	£200	£14,839	£15,039	£16,047
Insurance	£-	£ 1,188	£ 1,188	£ 2,524
Other Payments	£-	£ 4,975	£ 4,975	£ 4,598
<b>Total Payments</b>	<b>£200</b>	<b>£21,002</b>	<b>£21,202</b>	<b>£23,169</b>
<b>Nett Surplus for the Period</b>	<b>£400</b>	<b>£ 1,846</b>	<b>£ 2,245</b>	<b>£ 1,404</b>
Bank and Cash Balances at beginning of Financial Year	£-	£47,921	£47,921	£46,517
<b>Bank and Cash Balances at end of Financial Year</b>	<b>£400</b>	<b>£49,767</b>	<b>£50,166</b>	<b>£47,921</b>

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3 **STATEMENT OF ASSETS AND LIABILITIES**

For Shepshed Foodbank at 10 October 2025

		2025	2024
<b>Monetary Assets</b>			
Bank Balance	Restricted	£ 400	£ -
Bank Balance	Designated	£20,000	-
Bank Balance	Unrestricted	£29,358	£47,806
Cash Balance		£ 408	£ 115
<b>TOTAL</b>		<b>£50,166</b>	<b>£47,921</b>
Of which			
Reserves		£20,000	£ -
Other		£30,166	£47,921
		£50,166	£47,921
<b>Debtors</b>			
None		£ -	£ -
<b>Creditors</b>			
None		£ -	£ -

The Restricted Balance of £400 as of 10th October 2025 represents the balance of a grant from the ASDA Foundation for the purchase of food.

The Designated Balance of £20,000 as of 10th October 2025 represents a reserve allocated by the Trustees to fund major capital purchases such as a replacement van.

During the 2024-5 Year the following capital items were purchased:

- Laptop & Printer £ 687
- WiFi Router £ 109
- Security Cameras £ 1,449



**GLENNIS WILCOX**  
Chairperson



**RICHARD TABBERER**  
Treasurer

For and on behalf of the Trustees on 17<sup>th</sup> NOVEMBER 2025