



**Blackwood and District Foodbank**

**Registered Charity CIO No: 1175604**

**ANNUAL REPORT AND ACCOUNTS**

**For the 12 Months Ended 31<sup>st</sup> March 2021**

**BLACKWOOD AND DISTRICT FOODBANK**  
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**FOR THE 12 MONTHS ENDED 31<sup>st</sup> MARCH 2021**



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# **BLACKWOOD AND DISTRICT FOODBANK**

## **Legal and Administrative Information**

### **Charity Name and Number**

Blackwood and District Foodbank: registered charity number 1175604  
Charitable Incorporated Organisation registered on 7<sup>th</sup> November 2017

### **Trustees**

Rev Sue Phillips  
Mrs Donna Lower  
Mrs Susan Steele

### **Chairperson**

Rev Sue Phillips

### **Principal Office**

Oasis Christian Centre  
Bryn Road  
Blackwood  
NP12 3LY

### **Independent Examiner**

Mr Dene Caple FCCA

### **Bankers**

Lloyds Bank Plc  
112 High Street  
Blackwood  
NP12 1YJ

# **BLACKWOOD AND DISTRICT FOODBANK TRUSTEES' REPORT FOR THE 12 MONTHS ENDED 31<sup>st</sup> MARCH 2021**

The trustees present their report along with their financial statements of the charity for the 12-month period ended 31<sup>st</sup> March 2021.

## **Constitution and Objects**

Blackwood and District Foodbank is a registered charity CIO No. 1175604, registered on 7<sup>th</sup> November 2017. The objects of the charity are the provision of three/five days' supply of emergency food and support to local people in crisis.

## **Organisation**

The trustees who have served during the period under review and since the period end are set out on page 3.

## **Achievements and Performance**

The objectives have been satisfactorily achieved during the year. Blackwood and District Foodbank is open on a Thursday from 10 am – 12 noon staffed by volunteers, giving away food and essential household groceries and are supported by the general public, schools, churches and many local businesses. During the Covid pandemic we were able to increase our support to the community by offering a delivery service 5 days a week with organised council collections for delivery by council volunteers 3 days a week.

## **Risk Management**

The trustees have examined the major strategic, business and operational risks which the charity faces and confirm that systems and policies have been established that enable regular reports to be produced so that the necessary steps can be taken to lessen the risks. Risk assessments due to the changing pandemic situation have been regularly updated.

## **Trustees' Responsibilities**

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the charity's state of affairs during the financial period and of its financial position at the end of the period.

The trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statement comply with the Charities Act 1993.

They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees and signed on their behalf by:

*Susan Steele*

Dated: 11<sup>th</sup> April 2021



## **BLACKWOOD AND DISTRICT FOODBANK FOODBANK MANAGER'S REPORT FOR THE 12 MONTHS ENDED 31<sup>st</sup> MARCH 2021**

### **Clients Fed**

Thanks to the generosity of the local community Blackwood and District Foodbank have been able to feed 2049 people comprising of 1323 adults and 726 children. This equates to 18,441 meals.

### **Stock Movement**

Donations of food provided by the local community amounted to 23,824.49 kg. 18,050.63 kg of food donations have been distributed to people in food poverty. We are grateful for the donations of food collected from local businesses the permanent trolleys at Asda in Blackwood and Tesco in Caerphilly. Whilst collections from local schools and churches during Harvest have not been able to take place this year we have been grateful for the support of the Risca CV19 Volunteers 'Tin on a Wall' campaign which has supported several foodbanks in the area with donations. Our 'Foodbank Street Champions' including Park Hill, Caldicot Close and Pwll-Yr-Allt regularly collect and donate food items.

Supermarkets have supported the Covid pandemic by donating stocks of food to the foodbank we are grateful to the generosity of Tesco, Morrisons and Asda, their extensive donations ensured that stocks of food were maintained to support those in the local community.

### **Financial Donations**

Money has been received from fundraising, business and individual donations. We are grateful for the support of local businesses and individuals for regularly supporting the work of Foodbank.

We have set up a local giving page which enables individuals to donate to the foodbank on a regular or ad hoc basis. This has been popular and has allowed gift aid to be claimed to increase donations further.

We are grateful for the financial support of local churches, community centres, working men's clubs, football clubs, charities and schools who have supported the foodbank enabling the purchase of food stocks as they run low.

We have been blessed with corporate donations from several organisations including Welsh Water, WRAS and Unite Hawker Siddeley. We were overwhelmed by the generosity of Amey and Ferrovia for a share of their 'Together Covid-19 fund' which is helping to fight the global pandemic and raise donations for organisations and governments around the world.

Individuals have been creative by making Christmas wreaths, making rainbow flags and growing runner beans to raise funds for the foodbank.

## **Events**

It has not been possible to hold our usual fundraising events at local fetes or through attendance at Supermarket Food Drives due to the pandemic. We hope that next year we can attend these events and reinforce our presence in the community.

## **Covid Support**

British Gas and Caerphilly County Borough Council employees supported the work of the foodbank by co-ordinating foodbank referral, transporting deliveries from supermarkets to foodbanks and delivering food parcels to clients.

## **Future Plans**

Due to the Covid pandemic set back, we aim to achieve last year's aim to increase our fundraising efforts to raise more funds and food donations to reach more people in the community suffering from food poverty.

## **Volunteer Support**

We have a small but loyal team of volunteers who give up their time to support the work of the foodbank by sorting donations and preparing food parcels for clients. The pandemic has restricted volunteer numbers permitted at the foodbank at any given time and we look forward to the opportunity to all meet together.

Volunteers were provided with a food hamper, thanks to the generosity of Amey and Ferrovia to thank them for all their hard work during this year.

## **Thank You**

We would like to thank our team of volunteers who give up their time; their commitment and hard work enables the foodbank to operate. We would like to thank all donors and referral agencies who refer clients to the foodbank. Through our continued partnership the work of the foodbank in Blackwood will continue to grow.

Signed:

A handwritten signature in black ink that reads "Jeremy Steele". The script is cursive and fluid, with the first letters of each word being capitalized and prominent.

Jeremy Steele  
Foodbank Manager

# **BLACKWOOD AND DISTRICT FOODBANK TRUSTEES RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS**

## **Trustees Responsibilities in Relation to the Financial Statements**

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity for that period. In preparing the financial statements, the trustees are required to:

- Select suitable accounting principles and then apply them consistently
- Observe the methods and principles in the applicable Charities SORP
- Make judgements and estimates that are reasonable and prudent
- State whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements
- Prepare the financial statements on a going concern basis unless it is appropriate to presume that the charity will continue in business

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations and the provision of the Trust deed. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees and signed on their behalf by:



*Susan Steele*

Dated: 11<sup>th</sup> April 2021

# **BLACKWOOD AND DISTRICT FOODBANK INDEPENDENT EXAMINER'S REPORT FOR THE 12 MONTHS ENDED 31<sup>st</sup> MARCH 2021**

## **Respective Responsibilities of Trustees and Examiner**

As the Charity's Trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43(2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43(7)(b) of the Act, whether particular matters have come to our attention.

## **Independent Examiner's Statement**

In connection with my examination, no matter has come to my attention:

- 1) which gives me reasonable cause to believe that in any material respect the requirements to keep accounting records in accordance with section 41 of the Act and to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act have not been met: or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding on the accounts to be reached.

Signed: D Caple

Mr Dene Caple FCCA  
Independent Examiner

# BLACKWOOD AND DISTRICT FOODBANK

## STATEMENT OF FINANCIAL ACTIVITIES

### FOR THE 12 MONTHS ENDED 31<sup>st</sup> MARCH 2021

#### Income

##### Donations

Individual Donations	4721.0
	2
Corporate Donations	23911.
	59
Charity / Church Donations	6845.7
	9

Trussell Trust Tesco Top Up	1719.2
	4

Fundraising	290.02
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Total	37487.
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Income	66
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#### Expenditure

	4937.9
Warehouse Storage Unit	4

	2720.6
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Wages	4
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Food Purchases	1111.7
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	4
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Rent	720.00
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Consumables	397.85
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Trussell Trust Membership	360.00
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Volunteer Expenses	300.00
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Insurance	274.62
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Payroll	170.75
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Returned cheque	151.20
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Equipment	94.12
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Stationery	68.48
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Local Giving Membership	48.00
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ICO Registration	40.00
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	11395.
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Total Expenditure	34
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	26092.
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Net Movement in Funds	32
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	41022.
--	--------

	04
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Blackwood and District

Foodbank

On 31st March 2021

Gift Cards on 31st March 2021	625.50
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<b>Total Funds at 31st March</b>	<b>41647</b>
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<b>2021</b>	<b>.54</b>
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# BLACKWOOD AND DISTRICT FOODBANK

## BALANCE SHEET

### AS AT 31<sup>st</sup> MARCH 2021

#### Non-Current Assets

	3395.0	
Storage Unit	0	
Internet Enabled Tablets	<u>199.98</u>	
		3594.9
		8

#### Current Assets

	41022.	
Cash in Bank	04	
Gift Cards	<u>625.50</u>	
		41647.
		54
		<u>45242.</u>
		52

Total Assets

#### Capital and Reserves

Restricted Funds	625.50	
	44617.	
Unrestricted Funds	<u>02</u>	
		45242.
		52

#### ON BEHALF OF THE TRUSTEES:

Signed:

*Susan Steele*

Mrs Susan Steele

Treasurer

# **BLACKWOOD AND DISTRICT FOODBANK**

## **NOTES TO THE ACCOUNTS**

### **FOR THE YEAR ENDING 31<sup>st</sup> MARCH 2021**

#### **1. Accounting Policies:**

##### **Accounting Convention**

The financial statements have been prepared under the historical cost convention and on an accruals basis.

##### **Expenditure**

Resources expended are recognised in the period in which they are incurred. Resources expended include attributable VAT which cannot be recovered.

##### **Unrestricted Funds**

Unrestricted funds are donations, fees income and other incoming resources receivable or generated for the objects of the organisation without further specified purpose and are available as general funds.

#### **2. Creditors and Accruals**

As at 31<sup>st</sup> March 2021 there were no payments owed for the financial year 2020/21.

#### **3. Food Purchases**

Cash donations given to Foodbank are used for purchasing food items where stocks are running low. All donations are paid into the bank account. A debit card is used to purchase food from these donations.

#### **4. Depreciation**

At the end of the financial year 2021/22 non-current assets will be depreciated on a straight line basis based on their life expectancy.