



**Blackwood and District Foodbank**

**Registered Charity CIO No: 1175604**

**ANNUAL REPORT AND ACCOUNTS**

**For the 12 Months Ended 31<sup>st</sup> March 2024**

**BLACKWOOD AND DISTRICT FOODBANK**  
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**FOR THE 12 MONTHS ENDED 31<sup>st</sup> MARCH 2024**



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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**

Mrs Donna Lower  
Miss Ruth Steele  
Mrs Susan Steele

### **Chairperson**

Mrs Susan Steele

### **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 2024**

The trustees present their report along with their financial statements of the charity for the 12-month period ended 31<sup>st</sup> March 2024.

#### **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 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.

#### **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.

#### **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:



Dated: 30<sup>th</sup> April 2024

## **BLACKWOOD AND DISTRICT FOODBANK FOODBANK MANAGER'S REPORT FOR THE 12 MONTHS ENDED 31<sup>st</sup> MARCH 2024**

### **Clients Fed**

Thanks to the generosity of the local community Blackwood and District Foodbank have been able to feed 1811 people comprising of 1139 adults and 672 children. This equates to 16,299 meals.

### **Stock Movement**

Donations of food provided by the local community amounted to 15,613 kg. 16,089 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, Tesco in Caerphilly and Pets at Home in Blackwood. Local businesses have arranged collections and the Harvest collections from local schools and churches have ensured food is available to provide to those in need.

### **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.

### **Events**

Fund raising opportunities were not taken advantage this year as they are normally co-ordinated with Churches Together which has not recommenced events since Covid. This year Blackwood and District Foodbank commemorated its 10-year anniversary. A service of thanksgiving was held to acknowledge the work of the volunteers and to thank those in the community who continue to support our work.

### **Future Plans**

In the next year working with Churches Together we aim to increase our fundraising efforts to raise more funds and food donations to reach more people in the community suffering from food poverty.

We would like to thank our dedicated 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:

*J Steele*

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 or the prevention and detection of fraud and other irregularities.

Approved by the trustees and signed on their behalf by:

*Susan Steele*

Dated: 30<sup>th</sup> April 2024

**BLACKWOOD AND DISTRICT FOODBANK  
INDEPENDENT EXAMINER'S REPORT  
FOR THE 12 MONTHS ENDED 31<sup>st</sup> MARCH 2024**

**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 2024

#### Income

##### Donations

Individual Donations	2845.21
Corporate Donations	2704.02
Trussell Trust Top Up	1862.41
Charity / Church Donations	961.72
Fundraising	321.91
Grants	0.00

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8695.27

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#### Expenditure

Wages / Payroll	11787.98
Food Purchases	2090.29
Rent	1000.00
Consumables	714.91
Insurance	293.66
Local Giving Membership	180.00
ICO Registration	35.00
Depreciation	729.00

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Total 16830.84

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Net Movement in Funds -8135.57

Funds Transferred from  
Blackwood and District Foodbank  
On 31st March 2024 49664.02

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**Total Funds at 31st March  
2024 41528.45**

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# BLACKWOOD AND DISTRICT FOODBANK

## BALANCE SHEET

### AS AT 31<sup>st</sup> MARCH 2024

#### Non-Current Assets

Storage Unit	529.00	
Internet Enabled Tablets	149.99	
		<hr/>
		678.99

#### Current Assets

Cash in Bank	42257.45	
		<hr/>
		42257.45
Total Assets		<hr/> <b>42936.44</b> <hr/>

#### Capital and Reserves

Restricted Funds	0.00	
Unrestricted Funds	42936.44	
		<hr/>
		<b>42936.44</b> <hr/>

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 2024**

### **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 2024 there were no accruals or prepayments for the financial year 2023/24.

### **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.