



## **CHAIR OF TRUSTEES REPORT 2020 – K. PIPER**

2020 a difficult year for all in the UK due to Covid 19, but one for the foodbank that demonstrated the generosity and concern that the people of Buckinghamshire have for those suffering from poverty and needing the support of the foodbank. It is a story of hope and love.

Our staff and volunteers showed exceptional resilience and ingenuity in meeting the demands for our services. We developed a bar code reading system for food management and linked with Helping Hands to provide parcels delivered to homes for those that were isolating due to Covid. We introduced an e-voucher systems for all our agencies so they could issue vouchers without the physical need to meet clients.

Demand for our services in 2020 saw a 35% increase, and we delivered over 42,000 meals to almost 5,000 people. Through the generosity of the public and corporate donors we received a record 37.9 tons of food up 31% on 2019. Our warehouse was unable to cope with this level of provision but with the support of St Michaels School, the Clare Foundation, Legacy funeral Directors and Aston Chemicals we were able to store and manage this food offsite.

Our Financial supporters and public donors stood with us with grants, recurring and non-recurring donations doubling from 2019 to over £111,196.84 in 2020.

Our distribution centres showed flexibility and remained open during the pandemic, and we opened a new site at Berryfields Esquire coffee shop. Special thanks are extended to Councillor Waheed Raja who personally issued vouchers and delivered food to those who were extremely vulnerable.

2020 is a year of thanks to all involved in the Foodbank, volunteers, employees, donors, referral agencies and distribution partners. I offer my thanks to you all. I also wish to thank my fellow Trustees for careful management of the charity, and special thanks go to Jake Crane who is standing down as a Trustee at this year's AGM.

2022 looks to be a year of promise as we move out of Covid 19 lockdown.

It is our ambition for the foodbank to take a lead role locally with other agencies and organisations fighting poverty in Aylesbury. We need to throw the light on what drives people to use our foodbank so we can all address these underlying issues. We will aim to make our newsletter a campaigning platform on these issues.

We have learnt, from a small survey we have completed of our frequent users, that low wages, zero-hour contracts, unemployment, poor sickness benefits, limits on benefits to two children and debt caused by these issues or unexpected expense such as a need to buy a new washing machine, or a funeral are all underlying causes. It is these causes that society needs to address.

We aim to show innovation in our services by launching Acts 435 across all of our distribution partners. We will look at services offering mobile phone and heating support and to open new centres in the centre of Aylesbury. We will continue to innovate in food storage, distribution and management.

It is with hope that we look forward to a better future for our clients, with the reassurance that we will continue to meet the immediate needs of those in need.

**Kevin Piper/ Chair of Trustees / 15<sup>th</sup> September 2021.**





**Accounts  
Year Ending  
31/12/2020**

Aylesbury Foodbank is situated at  
44 Rabans Close  
Rabans Lane Industrial Estate  
Aylesbury  
Buckinghamshire  
HP19 8FJ

This is a rented warehouse and office, where donated food etc. is stored and packed into boxes for distribution from seven centres around the town.

Its objectives are the relief of financial hardship amongst people in Aylesbury and the surrounding area or in other parts of the United Kingdom in such ways as the trustees from time-to-time think fit, in particular, but not exclusively by:

- a) providing emergency food, essential toiletries, and household items to individuals and families in need and/or for distribution by charities or other organisations working to prevent or relieve poverty
- b) such other means, including (but not limited to) the provision of support or signposting to relevant information and other advisory services

Aylesbury Foodbank was set up in October 2015 with the support of the Putnam House Trust as a franchise of The Trussell Trust and started working from a rented warehouse in Smeaton Close in April 2016. In September 2018 it moved into a larger warehouse premises to be able to meet the increasing demands brought about by the roll-out of Universal Credit.

The Foodbank became a charity in August 2018. It has two employees, an Operations Manager, and a Finance & Fundraising Manager, and has been managed by an Operations Group of three people: Mr. Kevin Piper; Ms. Heather-Joy Garrett; Ms Kim Hopping, who meet monthly. It has a Board of seven Trustees who meet every other month. The Trustees are Mr. Kevin Piper, (Chair); Mr. Simon Weaver, (Treasurer); Mrs. Anne Vujanic, (Secretary); Ms Jennet Dixon; Rev Peter Wheeler; Mr Jeremy Holmes; Mr Jake Crane.

During 2020, requests for help from the Foodbank increased significantly due to the Covid 19 pandemic. Several Covid relief grants were made available to us to help us provide all the support requested. In addition, we benefited from an increase in personal and corporate donations.

As a result of increased monetary donations and fundraising we were able to put £10,000 into a Reserves Fund for the first time. A new Designated Fund was also set up to hold funds/grants given to us for the purchase of food. (In previous years, Local Emergency Support at Bucks County Council would arrange for supermarket deliveries of foods we were short of. It was not possible to arrange these during the pandemic so the money that would have been used for this was sent direct to us.)

## Statement of Assets and Liabilities

	2020	2019
Current Account (03314251)	£46,097.73	£3701.64
Holding Account (93846253)	£15,703.10	£26.60
Old Putnam Account (93316696)	£3.63	£3.63
Pre-paid Card	£1.37	£1.37
Petty Cash Account	£69.38	£63.93
<b>Total</b>	<b>£61,875.21</b>	<b>£3797.17</b>

<b>General Fund</b>	<b>£46,078.97</b>	<b>£2,000.00</b>
<b>Restricted fund</b>	<b>£1,123.43</b>	<b>£1,694.60</b>
<b>Designated Funds</b>	<b>£4,672.81</b>	<b>£572.04</b>
<b>Reserves</b>	<b>£10,000.00</b>	<b>£0.00</b>
<b>Total</b>	<b>£61,875.21</b>	<b>£3,797.17</b>

### Foodbank Assets (Current Value) 16

ADMI Desktop Computer ADM A4 6320 & 21.5" Monitor	£80.00	Purchased 04/2016	
Ford Transit Connect Van KM58 XZC	£0.00	Purchased 08/2017	Sold 09/20 for £1,000
HP EliteBook 8470P 14" Notebook	£100.00	Purchased 05/2018	
LG 22M38A 22" Monitor	£35.00	Purchased 05/2018	
HP Officejet Pro A3 Printer	£100.00	Purchased 11/2018	
CHUWI Herobook Pro Laptop	£269.00	Purchased 04/2020	
Mercedes Vito Van GF14 WVK	£9588.00	Purchased 09/2020	
Warehouse Fixtures and Fittings (Shelving, Dollies, Scales, Furniture etc.)	£5854.00	Purchased between 04/2016 and 31/12/2020	

## Receipts & Payments Account

Summary	2020	2019
Brought forward from previous year	£3,797.17	£4,012.93
Total Incoming Resources	£123,019.74	£60,818.83
Total Outgoing Resources	£64,941.70	£61,034.59
Balance Carried Forward to next year	£61,875.21	£3,797.17

## Receipts

	2020	2019
<b>Income from generated funds – Voluntary Donations</b>		
Donations (Recurring)	£12,553.93	£2,780.00
Donations (Non-Recurring)	£49,165.78	£10,287.44
Grants 1	£47,149.81	£40,095.76
Gift Aid Refunds	£2,327.32	£0.00
<b>Total</b>	<b>£111,196.84</b>	<b>£53,163.20</b>
<b>Income from activities for generating funds</b>		
Fundraising	£10,612.10	£2,162.51
<b>Total</b>	<b>£10,612.10</b>	<b>£2,162.51</b>
<b>Income from investments</b>		
Bank Interest	£3.24	£3.16
<b>Total</b>	<b>£3.24</b>	<b>£3.16</b>
<b>Other incoming resources</b>		
General Refunds 2	£157.56	£1,989.96
Sundries 3	£1,050.00	£0.00
Loan	£0.00	£3,500.00
<b>Total</b>	<b>£1,207.56</b>	<b>£5,489.96</b>
<b>Grand Total</b>	<b>£123,019.74</b>	<b>£60,818.83</b>

<b>Payments</b>	<b>2020</b>	<b>2019</b>
<b>Cost of generating funds</b>		
Fundraising Expenses	£0.00	£290.00
<b>Total</b>	<b>£0.00</b>	<b>£290.00</b>
<b>Investment Management Costs</b>		
Bank Charges	£0.00	£74.03
<b>Total</b>	<b>£0.00</b>	<b>£74.03</b>
<b>Charitable Activities</b>		
Employees 4	£28,342.46	£24,612.20
Office Consumables	£259.24	£703.15
Printing	£370.38	£690.90
Rent 5	£11,995.11	£14,560.08
Rates 6	£159.12	£270.36
Facilities	£901.99	£757.51
Phones/Internet	£966.69	£996.33
Maintenance & Cleaning 7	£759.79	£9,585.07
Utilities 8	£1,246.00	£1,760.24
Warehouse Consumables 9	£2,543.21	£877.45
Equipment 10	£12,854.63	£2,309.72
Van Maintenance 11	£1.00	£185.73
Van Running Costs 12	£1,180.89	£767.84
Annual Subs/Licences 13	£774.44	£669.44
Training/Conferences/Workshops	£0.00	£0.00
Mileage Expenses	£0.00	£0.00
<b>Total</b>	<b>£62,354.95</b>	<b>£58,745.98</b>
<b>Other resources used</b>		
Sundry 14	£586.75	£424.58
Loan Repayments 15	£2,000.00	£1500.00
<b>Total</b>	<b>£2,586.75</b>	<b>£1,924.58</b>
<b>Grand Total</b>	<b>£64,941.70</b>	<b>£61,034.59</b>

## Notes to accounts

1. Grants – During the year grants were received from the following bodies: -

Bucks County Council – Rent Assistance	£ 9,060.00
Bucks County Council – Food Support	£4,672.8.1
ESRI	£2,000.00
Hickman Trust	£11,000.00
Putnam House Trust	£2,500.00
Trussell – ASDA Grants	£300.00
Heart of Bucks	£1,200.00
Rothschild Foundation	£5,000.00
Tesco -	£500.00
CAF	£2,500.00
National Lottery	£8,417.00
<b>Total</b>	<b>£47,149.81</b>

2. General Refunds – Refunds were received from Amazon and EON for Gas and Electric overpayments.
3. Sundry income includes £1,000 received for the old van.
4. During the year there were two paid employees. The figure includes payments of tax and NIC owed to St Mary's Church, who run the payroll, due in 2019 for the 2019/2020 tax year.
5. Rent – During 2019, the 1<sup>st</sup> January 2020 payments was made at the end of December, meaning 5 rent payments were made that year. Only 4 payments were made in 2020, including the payment due for 1<sup>st</sup> January 2021.
6. Rates – During 2020 no rates were paid during April and May due to the change of structure of Buckinghamshire Councils.
7. Maintenance & Cleaning – in 2019, £8847.10 related to the work that had to be carried out on the mezzanine floor and staircase.
8. Utilities – During 2019, payments were made for an underpayment of gas.
9. Warehouse Consumables – Additional materials for building boxes and putting emergency parcels together were purchased from Covid emergency grants received.
10. Equipment – The total includes the cost of a new van £9,588 and the purchase of new shelving £594 and dollies £1,639.20.
11. Van Maintenance – No repairs were required in 2020 and no service was carried out.
12. Van Running Costs – Includes Insurance, Road Tax for both vans and diesel.
13. The Foodbank invested in a system to reclaim Gift Aid at a cost of £85 per annum.



14. Sundry Expenses – This includes a payment to St Peter’s Community Café in respect of the Trussell/Asda Grant made in November 2019 for new equipment (£571.87).
15. Loan Repayments – The foodbank was able to repay the outstanding loan in full; a total of £2,000.
16. Assets – Current Value calculated after researching the current market value of the van and applying 25% depreciation to the computers and other equipment.  
Fixtures & Fittings – 25% depreciation applied as per guidance from internet search

**Basis of preparation**

The financial statements have been prepared in accordance with the Charities Act 1993, accounting standards and the Statement of Recommended Practice "Accounting and Reporting by Charities" (revised 2005)

The receipts and payments account shows the movement of cash into and out of the charity during the 2020 financial year.

**Accounting policies****Funds**

There is currently one unrestricted, general fund and one restricted fund relating to four grants and one designated fund held.

**Incoming resources**

All incoming resources are included in the accounts when the charity receives the income.

**Resources expended**

Expenditure is recognised when there is a legal or constructive obligation to pay for goods or services.

All expenditure is shown inclusive of VAT.

Kevin Piper, Chair .....

Simon Weaver, Treasurer .....

Agreed on .....15<sup>th</sup> September 2021.....



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Aylesbury Foodbank

On accounts for the year  
ended

31<sup>st</sup> December 2020

Charity no  
(if any)

1179692

Set out on pages

3-7 (including the notes)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2020

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 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.

Signed:

Date:

22 July 2021

Name:

Paul C Vaughan

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

CPFA (Retired)

Address:

7 Mill Lane

Wingrave

Aylesbury HP22 4PL

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

*NOT APPLICABLE*