



**AYLESBURY FOODBANK CIO**  
**TRUSTEES AND MANAGEMENT REPORT AND ACCOUNTS**  
**YEAR END 31<sup>st</sup> March 2024**

**CHARITY REGISTRATION No 1179692**

## **AYLESBURY FOODBANK ANNUAL REPORT 1<sup>st</sup> January 2023 to 31<sup>st</sup> March 2024**

Report Prepared by Heather Joy Garrett (Operations Manager)

### **1.Management and governance arrangements**

Charity law requires the trustees to prepare financial statements for each fiscal year, which show a true and fair view of the charity's situation and its financial activities for that period. This report covers 15 months in order to bring the accounts in line with the fiscal and Trussell Trust year. In preparing this the trustees are required to:

- Select suitable accounting policies and apply them consistently
- Make judgements and estimates that are reasonable and prudent
- Follow applicable accountancy standards, and departures being disclosed in financial statements.
- Prepare annual financial statements if the charity continues in operational existence.

Aylesbury Foodbank during 2022 was governed by the following trustees Board

Mr Kevin Piper – Chairman (Trustee since 24/4/2018)

Mr Simon Weaver – Treasurer (Trustee since 21/11/23)

Mrs Anne Vujanic – Secretary (Trustee since 24/4/2018)

Mr Tim Dixon (Trustee since 9/2021)

Mr Andy Rotherham (Trustee since 11/10/22)

Mr Nicholas Andrews (Trustee since 8/6/23)

Mr Frank Henschel (Joined March 2024)

Rev Pete Wheeler (Trustee since 17/10/2018 resigned 31/12/23)

Mr Jeremy Holmes (Trustee since 5/12/2018 resigned during 2023)

Ms Emma Chigwell (Joined 2021 resigned during 2023)

Aylesbury Foodbank maintains its membership of the Foodbank Network run by Salisbury-based The Trussell Trust (TT) and in March 2024 there were over 1,200 foodbank centres across the network. Through the TT, we continue to be involved in lobbying the government about the inadequacies, inefficiencies and unfairness in the benefits system, as well as generating local media coverage that has helped build support for the Foodbank both in donations and volunteering.

### **2.Report on the activities of Aylesbury Foodbank to 31<sup>st</sup> March 2024**

Aylesbury Foodbank continues to be extremely grateful to the public and to the many organisations and businesses that have supported us with food and financial donations to meet our clients' increased need and keep our volunteers safe.

However, 2023/2024 continued to be a challenging period for everyone as the cost of living remained high as did and the cost of fuel for cars and domestic heating. This increase was reflected by an increase in clients, and apart from one month we served over 1000 every month throughout the period. Despite an increase in donations from the end of the Mayor's challenge and other promotions it became necessary to purchase an increasing amount of food in order to fulfil requirements. The

money for this is held in reserved accounts which we are fortunate to hold and have frequently augmented by donations and grants.

We continue to operate from a central Warehouse at 44 Rabans Close Aylesbury serving 8 distribution centres around Aylesbury, a decrease of 1 from our previous number as sadly the Petri Dish was forced to close and an experiment with using Aylesbury Mosque was found to have insufficient take up, although they continue to issue vouchers when required. The existing centres operate from St Peter's Church Quarrendon, Southcourt Baptist Church, More + and Oaks Community Cafes, Buckingham Park Community Centre, Esquires Coffee Shop Berryfields Aylesbury Methodist Church and The New Testament Church of God, Rickfords Hill. We have established formal "agreements" with each centre to ensure consistency of service provision and signposting. We are grateful for the continued commitment of the Christian and other faith communities in Aylesbury which operate most of these centres as volunteers.

We are pleased to have continued with and expanded the use of Bar-Coding technology in the Warehouse gaining greater efficiency in weighing new stock as well as box management and distribution. We would like to thank Peter Holliday and the planning team for developing and implementing this system the new version of which is due to come into service in May 2024.

We provide 3-day boxes of nutritionally balanced food, in boxes sized and categorised as: Homeless, Single, Couples Small and or Large Families. All food provided is long-life and within date.

## **2.1 Client Statistics**

2023/2024 saw an increase of 44% in the number of people fed, and an increase of 41% in the number of children fed which indicates the continuing strain experienced by low-income families. However it is to be noted that the last 4 months of the period showed a consistent decrease on the figures for the previous year.

### **Client Trends**

<b>Year</b>	<b>Households</b>	<b>Adults</b>	<b>Children</b>	<b>TOTAL</b>	<b>Meals</b>
<b>2016</b>	243	342	147	489	4,401
<b>2017</b>	515	762	367	1,129	10,161
<b>2018</b>	924	1,374	596	1,970	17,730
<b>2019</b>	1,435	2,076	1,029	3,105	27,945
<b>2020</b>	1,999	3,047	1,709	4,756	42,804
<b>2021</b>	2,461	3,991	2,532	6,523	58,707
<b>2022</b>	4,067	6,315	3,397	9,712	87,408
<b>2023/2024</b>	7,325	11,480	5,789	17,273	155,457
<b>TOTAL</b>	18,969	29,387	15,566	44,957	404,613

### **Reasons Given for need:**

<b>Year</b>	<b>Benefit Issues</b>	<b>Debt</b>	<b>Homeless</b>	<b>Low Income</b>	<b>Sickness</b>
<b>2016</b>	240	29	44	135	15
<b>2017</b>	418	84	40	472	34
<b>2018</b>	630	106	103	941	54
<b>2019</b>	1,157	159	262	1,112	205
<b>2020</b>	825	97	113	3,016	332
<b>2021</b>	515	2,392	163	1,368	1,703
<b>2022</b>	537	4,696	503	1,513	1,988
	<b>Earnings Related</b>	<b>Benefit Issues</b>	<b>Debt</b>	<b>Personal Circumstances</b>	<b>Health</b>
<b>2023/2024</b>	474	979	7,786	1,420	3,290

Clients with benefit issues in 2019 reflect the system changes to Universal credit in that year. We have worked hard in recent years to redefine Low Income and to better categorise the reasons for

people living on low incomes even while they are in work. We understand that many of our clients are on zero hour contracts or minimum wage. Through this work we have improved the reporting of debt and sickness as the driver for low income and are now able to report this more accurately. Improvements in the Trussell Trust online data collection system came into place in April 2023 meaning that a direct comparison with previous years is no longer possible. The new categories for recording will give a clearer picture of why clients need our assistance and what needs to change in order for our assistance to no longer be required.

Debt has increased as austerity has continued, and we are likely to see this increase further into 2024/2025 as incomes continue to come under pressure from inflation as well as utility price increases.

It is also notable that the number of homeless claims decreased over lockdown. This was a direct result of government initiatives to house the homeless during the pandemic in temporary accommodation. Now that the pandemic is over, we are starting to see a continual rise in Homeless demand. In the 15 month period there were 409 claims for people with no fixed abode and this figure does not reflect those who are in temporary accommodation or sofa surfing. By adding together all the clients who have reported issues with insecure housing the number is 804.

#### Frequency of use

Year	Vouchers	Households	Average Visits	First Time Claims
2016	243	124	1.96	124
2017	515	287	1.76	248
2018	924	393	2.35	304
2019	1435	561	2.56	394
2020	1999	722	2.77	506
2021	2461	615	4	388
2022	4668	909	4.48	591
2023/2024	7325	1367	5.36	870

It has only been possible to extract the above data since April 2023 but the ability was provided in retrospect giving a full picture since the opening of Aylesbury Foodbank. Since this data is now available the previous method used by Aylesbury Foodbank has been discontinued as it was very time consuming and provided little that the above table does not show.

The continued issues with the cost of privately rented accommodation need to be again highlighted as despite a rise of over £100 a month in the Local Housing Allowance setting the rates of Housing Benefit, there are no one or two bedroom properties available on Zoopla for less than £100 per month more than the allowance and most are nearer £500. This puts additional stress onto clients who are on low incomes or benefits as they have to make up the

## **2.2 Food donations and distribution**

### Food donations and Distribution (Figures Rounded and in Tonnes)

Source / Year	2016	2017	2018	2019	2020	2021	2022	2023/24
Charities	0.027	0	0.541	0.340	1.675	0.599	0.870	0.551
Churches	2.486	3.515	4.807	4.944	6.900	6.262	10.693	16.015
Community Groups	0.086	0.742	0.678	1.734	3.670	2.575	7.417	6.487
Business	0.468	2.019	3.685	8.850	3.299	3.916	6.100	8.134
Education	1.288	1.345	1.674	1.907	1.017	2.417	3.736	5.564
Individuals	0.650	551.7	1.957	3.232	11.497	8.626	19.583	19.196
Supermarkets	1.420	3.662	6.174	12.023	20.495	18.101	24.353	30.861
Purchased	0	0	0	0.121	0	3.713	13.180	43.729
TOTAL	8.666	11.837	19.521	33.183	48.556	45.894	85.886	130.537

#### Total Stock In / Stock Out (Figures rounded and in Tonnes)

Year	Stock In	To Clients	Out of Date	TOTAL Out	Difference
2016	8.666	3.943	0.405	4.348	+4.317
2017	11.837	10.489	0.619	11.109	+0.728
2018	19.521	17.696	0.954	18.924	+0.596
2019	33.183	26.796	1.081	27.879	+5.304
2020	48.556	41.919	1.551	43.470	+5.086
2021	45.894	51.961	1.129	53.090	- 7.241
2022	85.886	80.835	0.902	81.736	+5.051
2023/224	130.57	126.783	1.713	128.496	+2.074

Aylesbury Foodbank continues to be generously supported by the local community, with donations made by the public at Waitrose Aylesbury and Tesco Broadfields, who became our partner in 2021. Collectively supermarket channels represent 24% of donations received. Tesco and now Asda also provide a financial contribution based on the weight of goods donated by their customers.

Donations made by individuals to our warehouse or collection bins represent 15%, Churches 12%, and Schools, Corporations and Community groups represent a further 16%. Overall, the donations have increased by just over 17% and we are very grateful to the people of Aylesbury for this. However, the increase in need has meant we have had to purchase more food, and this equated to 33% of our overall stock.

The Mayor's Challenge which finished in May assisted us to raise our profile and produced over 50 tonnes of donations in total. It also increased the number of places hosting a Collection Point basket to around 70 by the end of the period. These sites include, among others, Aylesbury Library, shops, schools, gyms and the Town Council. We are grateful especially to our volunteer Cllr Sherrilyn Bateman for the hard work that made it possible and to trustees Nick Andrews and Frank Henschel who organise the collections from many of these venues.

The wooden cabinet initiative started by trustee Andy Rotherham has gone from strength to strength in the period. There are now 6 cabinets outside private homes which produced 3,818.99kg of donations with Andy Rotherham's Ramworth Way Community being responsible for 64% of the total. The initiative is now being rolled out to schools where a captive set of donor's, the parents are able to donate when collecting pupils in term time. Andy has also built a larger cabinet to replace the plastic one outside the foodbank warehouse used by donors when we are shut. Thanks is more than due to Andy for the invention of the scheme and for building all the substantial cabinets.

As well as the provision of food boxes to our clients, we once again supported the collection of food for over 150 dinners at the Community Christmas Meal 2023.

The Wash 'n Warm packs with water bottles, hand warmers, microwavable mugs, and other items were this year provide and packed by McCormick's under the guiding hand of our former trustee Emma Chignell. There were 100 packs made up but only about 50 of them were required by our partner agencies so the contents were unpacked and will be used in homeless boxes. The lack of prolonged cold weather in the winter and a change in the way the partners work were probably the reason for the lack of take up and it is not intended to continue this initiative going forward.

We are pleased to say we continue to only need to throw away a small number of out-of-date (OOD) items and although the farmer no longer has a pig for us to support through our trustee Frank Henschel, we are now partnering with the local Olio scheme which takes most of our just out of date food. Thanks to the continued strong stock controls established by our planning team, the only OOD food we encounter is whatever is donated to us already OOD by the public.

### **2.3 Referral partners**

During 2022 a review was made of Referral Agencies and those which no longer existed were removed from the list. Aylesbury foodbank now has 70 referral partners able to issue electronic vouchers. All of our distribution partners can now issue vouchers. During covid, we saw a significant decline in the number of referrals from agencies. The Foodbank distribution centres, particularly SBC, dominate voucher issuing, but in view of the number of unfulfilled vouchers from other agencies as detailed below this means that in house issuing proves more effective in getting the food to the clients in need.

Further analysis of the Referral agencies and the vouchers they issued shows that 32 agencies other than the top 5 issued vouchers in the period (902 vouchers - 12%) and 404 – 5% of the total vouchers issued were never fulfilled by clients. Further work is currently being undertaken with Referral Agencies to rationalise the list and encourage them to use the online system. The results of this will hopefully be evident in next year's annual report.

<b>Referral Agencies</b>	<b>No.</b>
Statutory Agencies	30
Charities	17
Churches	11
Voluntary Agencies	6
Community Groups	6
<b>TOTAL</b>	<b>70</b>

#### **Vouchers by Agency/ Distribution Centre (Top 5)**

<b>Year</b>	<b>Total</b>	<b>1st</b>		<b>2nd</b>		<b>3rd</b>		<b>4th</b>		<b>5th</b>	
		Agency	%	Agency	%	Agency	%	Agency	%	Agency	%
<b>2016</b>	245	CAB	30	SBC	16	ORB	9	AHAG	9	TVP	7
<b>2017</b>	518	SBC	43	CAB	19	AHAG	6	LES	4	TVP	3
<b>2018</b>	937	SBC	54	CAB	9	AHAG	6	St P	6	ORB	4
<b>2019</b>	1437	SBC	48	AHAG	12	St P	9	CAB	6	Amicus	3
<b>2020</b>	1985	SBC	51	St P	9	F Sup	8	AHAG	3	White	2
<b>2021</b>	2395	SBC	72	St P	11	Bfields	6	Bford	4	Exch	2
<b>2022</b>	4009	SBC	67	St P	11	C Sup	5	Bfields	3	AMC	3
<b>2023/24</b>	7296	SBC	61	St P	15	Exch	6	AMC	3	C Sup	3

CAB – Citizen Advice Bureau

SBC – Southcourt Baptist Church

AHAG – Aylesbury Homeless Action

ORB – One Recovery Bucks

LES – Local Emergency Services

C Sup – Connection Support

AMC - Aylesbury Methodist Church

TVP – Thames Valley Probation

St P – St Peters

F Sup – Family Support

White - Whiteleaf Centre

Bfields – Berryfields Church

Bford – Bromford Housing

Exch – Exchange Church

#### **2.4 Employees and Volunteers**

During 2022 we employed 2 part-time employees. Heather Joy Garrett as Operations Manager (4 days a week) and Kim Hopping as Finance Manager (2 days per week). We opened for the first time on a Friday due to demand and now run a 5 day a week operation.

We operate a weekly rota with 46 volunteers at the warehouse and a further 14 at our distribution partners. Our volunteers are well-trained and remain enthusiastic. We also support local students doing their Duke of Edinburgh award with volunteer opportunities, one of whom also did a week's work experience with us.

The Trustees are profoundly grateful for the extremely hard work of our employees and volunteers.

## **2.5 ACTS 435**

We continued to run the Acts 435 scheme until September 2023 when the scheme changed reducing the number of active claims we could have at any time unless we agreed to publicise the scheme on our website. T the same time St Peter's found that they were being pressurised by clients with inappropriate requests and asked that the scheme be paused. We therefore still offer the scheme but only on a one off referral basis and have made only one payment since in January 2024.

A financial analysis of this scheme is given in the financial report.



**Accounts  
Year Ending  
31/03/24**



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, Aylesbury 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 three part-time employees; an Operations Manager, a Finance & Fundraising Manager and a cleaner, and has been managed by an Operations Group, which includes: Mr. Kevin Piper; Ms. Heather-Joy Garrett; Ms. Kim Hopping, who meet fortnightly. It has a Board of Trustees who meet every other month. The Trustees for 2023/24 were Mr. Kevin Piper, (Chair); Mrs. Anne Vujanic, (Secretary); Ms. Jennet Dixon Resigned January 2023; Rev Peter Wheeler Resigned December 2023; Mr. Jeremy Holmes Resigned June 2023; Mr. Tim Dixon; Ellen Knight Resigned February 2023; Mr. Andy Rotherham, Emma Chignell Resigned May 2023; Mr. Simon Weaver from August 2023; Mr. Nick Andrews from May 2023; Mr. Frank Hentshal from January 2024.

During 2023, the Trustees agreed to change our Accounting Period from 1<sup>st</sup> January -31<sup>st</sup> December to 1<sup>st</sup> April to 31<sup>st</sup> March to match the Trussell Trust Year. Therefore, these accounts cover a period of 15 months (1<sup>st</sup> January 2023 to 31<sup>st</sup> March 2024) and not 12 months. The Trustees also agreed to increase the Reserve funds to £50,000.

During 2023/24, requests for help from the Foodbank continued to increase and although food donations did not drop off, they were not sufficient to make up all the emergency parcels needed. The Foodbank continued to secure funding to allow us to top up the Restricted Fund for the purpose of buying in food ourselves to ensure it was able to continue to meet all needs.

ACTS435 - In November 2021 we signed up as a partner to ACTS435, <https://www.acts435.org.uk/> ; an allocation of £2,000 was set aside to allow us to offer small grants to some of our clients. Grants are posted on the ACTS435 website and donations are made by the public to cover the grants made. Following changes

to the 'Limits for Requests' set by ACTS 435 in 2023, the Foodbank decided to suspend the making of grants for the time being.

There are two Restricted Funds: The Food Fund and a fund to increase food donations, which is being used for new donation cabinets and baskets.

We are also acting as the holding agent for a restricted amount of £51,750.00 in respect of a grant from the Trussell Trust for the Citizens Advice Bureau to allow them to employ a Money Advisor to assist our clients.

These accounts have been prepared on a cash basis, as advised by the Charity Commission. (See note 21)

## Statement of Assets and Liabilities

	2023/4	2022
Current Account (03314251)	£150,460.46	£81,707.94
Holding Account (93846253)	£31,762.50	£71,274.73
Holding Account (93846253) 21	£51,750.00	
Petty Cash Account	£107.70	£94.09
ACTS Float	£320.00	£280.00
<b>Total</b>	<b>£234,400.66</b>	<b>£153,356.76</b>
General Fund	£69,764.25	£95,915.17
Restricted fund	£62,566.41	£280.00
Restricted holding for CAB 21	£51,750.00	
Designated Funds	£320.00	£27,161.59
Reserves	£50,000.00	£30,000.00
<b>Total</b>	<b>£234,400.66</b>	<b>£153,356.76</b>

### Foodbank Assets (Current Value) 20

	Purchase Date	2022 value	2023/24 Value
HP Elitebook Laptop	May-18	£0.00	£0.00
Monitor	May-18	£0.00	£0.00
Chromebook 14 Laptop	Nov-18	£0.00	£0.00
CHUWI Herobook Pro Laptop	Apr-20	£134.50	£67.25
HP EnvyPrinter	Aug-20	£30.00	£15.00
CHUWI Herobook Pro Laptop	Apr-21	£224.25	£149.50
Bar Code Scanner	Jun-21	£47.98	£31.98
Mecedes Van	Sep-21	£5,780.00	£4,625.00
Dell Insiration	Nov-21	£336.75	£224.00
Dell Monitor	Nov-21	£74.98	£49.98
A3 HP Printer	Sep-22	£282.00	£211.50
2 x Termal Label Printers	Nov-22	£218.00	£163.50
CHUWI Herobook Laptop	Dec-22	£179.00	£134.25
Collections Trolley	Jan-23		£114.00
External Hard Drive	Feb-23		£69.50
Shredder	Feb-23		£100.99
Monitor	Mar-23		£154.97
Events Tent	May-23		£887.86
Filing Cabinets	May-23		£357.60
APC Back up	May-23		£148.17
CCTV Cameras & Monitor	Jun-23		£2,804.68
External Hard Drive	Oct-23		£76.80
Bar Code Scanner	Nov-23		£50.99
Dell Laptop	Nov-23		£592.80
Boardroom Table	Nov-23		£250.00

Boardroom chairs x 6	Nov-23	£150.00
APC Back up	Dec-23	£133.94
Heater	Jan-24	£284.47
180 Webcam	Jan-24	£93.98
Fridge	Mar-24	£114.99

Warehouse Fixtures and Fittings (Shelving, Dollies, Scales, Furniture etc.)	£15,208	Purchased between 01/01/2019 and 31/03/2024
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<b>Value of stock held at 31/03/24</b>	<b>£28,571.15</b>
12,055.34 kilograms (Valued at £2.37 per kilogram)	

## Receipts & Payments Account

Summary	2023/4	2022
Brought forward from previous year	£153,356.76	£87,334.01
Total Incoming Resources 21	£271,947.35	£158,872.85
Total Outgoing Resources	£190,903.45	£92,850.10
Balance Carried Forward to next year	£234,400.66	£153,356.76

Receipts	2023/4	2022
<b>Income from generated funds – Voluntary Donations</b>		
Donations (Recurring) 1	£47,732.83	£28,677.39
Donations (Non-Recurring) 1	£71,693.58	£48,543.20
Grants 2	£109,575.80	£66,846.21
Gift Aid Refunds	£15,120.96	£4,906.88
<b>Total</b>	<b>£244,123.17</b>	<b>£148,973.68</b>
<b>Income from activities for generating funds</b>		
Fundraising 1	£23,194.62	£3,655.91
<b>Total</b>	<b>£23,194.62</b>	<b>£3,655.91</b>
<b>Income from investments</b>		
Bank Interest	£920.02	£50.05
<b>Total</b>	<b>£920.02</b>	<b>£50.05</b>
<b>Other incoming resources</b>		
General Refunds 3	£247.54	£396.40
Sundries 4	£62.00	£811.81
<b>Total</b>	<b>£309.54</b>	<b>£1,208.21</b>
<b>ACTS 435 5</b>	<b>£3,400.00</b>	<b>£4,985.00</b>
<b>Grand Total</b>	<b>£271,947.35</b>	<b>£158,872.85</b>

<b>Payments</b>	<b>2023/4</b>	<b>2022</b>
<b>Cost of generating funds</b>		
Fundraising Expenses 6	£1,125.55	£0.00
<b>Total</b>	<b>£1,125.55</b>	<b>£0.00</b>
<b>Investment Management Costs</b>		
Bank Charges	£0.00	£0.00
<b>Total</b>	<b>£0.00</b>	<b>£0.00</b>
<b>Charitable Activities</b>		
Employees 7	£49,227.14	£33,602.80
Office Consumables	£714.81	£263.48
Printing	£2,526.27	£2,727.03
Rent 8	£14,697.24	£9,485.60
Rates	£0.00	£0.00
Facilities 9	£1,982.73	£818.36
Phones/Internet	£1,492.63	£947.83
Maintenance & Cleaning 10	£7,374.29	£4,537.42
Utilities 11	£3,607.62	£1,928.60
Warehouse Consumables 12	£7,855.14	£2,551.41
Equipment 13	£13,035.30	£6,241.06
Food Purchases 14	£77,462.34	£19,452.40
Van Maintenance 15	£980.40	£970.88
Van Running Costs 16	£1,984.48	£1,445.97
Annual Subs/Licences 17	£2,155.33	£1,274.66
Training/Conferences/Workshops 18	£597.40	£396.00
Mileage Expenses	£55.80	£30.00
<b>Total</b>	<b>£185,748.92</b>	<b>£86,673.50</b>
<b>Other resources used</b>		
Sundry 19	£1,098.98	£691.60
<b>Total</b>	<b>£1,098.98</b>	<b>£691.60</b>
<b>ACTS 435 Grants 5</b>	<b>£2,930.00</b>	<b>£5,485.00</b>
<b>Grand Total</b>	<b>£190,903.45</b>	<b>£92,850.10</b>

## Notes to accounts

1. Voluntary Donations & Fundraising – At 31<sup>st</sup> March 2024 the Foodbank had 90 supporters giving on a monthly basis by Direct Debit/Standing Order/Payroll Giving; this includes two businesses and three churches.

In addition to our own fundraising events we have benefited from some very successful fundraising by our supporters, who raised £18,213.94 from a variety of activities including Boxing Events, Fetes & Fairs, Non-uniform days in schools, Raffles, the Sale of Memorabilia, Concerts, Marathon Running, Christmas Activities and a Sky Dive.

The Foodbank is extremely grateful for all of this support, which helps it to continue helping local people.

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

Bucks County Council – Food Support	£6,215.00
Trussell Trust Ex Gratia	£5,610.80
Ernest Hecht Charity	£25,000.00
Hickman Trust	£18,000.00
RWHA	£1,000.00
Turpin Trust	£2,000.00
<b>Total Foodbank</b>	<b>£57,825.80</b>
Trussell Trust CAB Grant 21	£51,750.00
<b>Grand Total</b>	<b>£109,575.80</b>

The CAB grant is being held in Reserve and will be transferred to the CAB when an adviser is appointed.

3. General Refunds – Two refunds were received from Amazon, for goods that were out of stock.
4. Sundry Income was in respect of monies paid by staff and volunteers for the Christmas meal.
5. ACTS435 - In November 2021 we signed up as a partner to ACTS435, <https://www.acts435.org.uk/> ; an allocation of £2,000 was set aside to allow us to offer small grants to some of our clients. Grants are posted on the ACTS435 website and donations are made by the public to cover the grants made. Thirty-one grants were made to the end of March totaling £2,930.00. £3,080.00 was received back from ACTS before 31/03/24.

	<b>2023/24</b>
Grants Made	£2,930.00
Donated through ACTS	£3,080.00
<b>Cost to Foodbank</b> (In respect of a grant made at the end of 2022)	<b>-£150.00</b>

6. Fundraising Expenses were incurred for the Quiz Night and for the Christmas Carol performance at St Mary's Church.
7. During the period of these accounts there were three paid employees: The Operations Manager, The Finance Manager and a cleaner. The figure includes payments of tax and NIC owed to St Mary's Church, who run the payroll.
8. Rent – the Invoice for December 2022 did not arrive until January 2023, and is reflected in 2023/24 Accounts. A new five-year lease was signed on the building in September 2023.

9. Facilities – the costs for water, insurance and waste management are included here.
10. Maintenance & Cleaning – During 2023/24 we required two plumbing/heating repairs and a repair to the warehouse floor. Electrical work was carried out to put a Phase 3 power socket in the warehouse. A Security Entry System was put in and carpet tiles were laid on the mezzanine level to improve heat retention. In early 2024 we paid for a H&S Review and Fire Risk Assessment to be carried out by Peninsula Business Services. In addition, the Annual Fire Equipment Check, Fire Alarm Service, PAT test, Stairlift and Boiler Services were carried out.
11. Utilities – In September 2022 we changed suppliers to Opus Energy to get a better rate for our Gas and Electricity. Opus Energy are 100% Green.
12. Warehouse Consumables – During 2023 it was decided that we would move from plastic to paper carrier bags for food parcels, these being better for the environment. Advice was sought from other Foodbanks to find the best product. Together with the need to order more boxes, the bags have added to the costs under this heading.
13. Equipment – The total includes the cost of a new laptop for the Operations Manager and a new shredder for confidential waste. A second-hand boardroom table and chairs was purchased to facilitate meetings and training at the warehouse, and a second-hand desk and chair was bought for the Operations Manager to meet Health & Safety (DSE) requirements. External hard drives and back-ups were purchased for all IT equipment. An industrial heater and carpet tiles were added to the mezzanine level to combat the very cold temperatures in the warehouse.
14. Food Purchases – Requests for help are still outstripping food donations to the Foodbank. We still have an arrangement with Sainsburys to be able to make bulk purchases on a weekly basis. In addition, we made an arrangement with a local Greengrocer and a Halal Butcher and have been giving vouchers to relevant clients exchange for fresh fruit, vegetables and meat. During 2023/4 we spent an average of £1,192 per week buying in additional food.
15. Van Maintenance – Costs include four repairs.
16. Van Running Costs – Includes Insurance, Road Tax, MOT and diesel.
17. Licenses/Subscriptions – This includes the annual subscriptions for Zoom, Microsoft, ICO (Data Protection) and monthly subscriptions for Adobe and Mailchimp. In January 2024 we signed up with Peninsula UK, for help and support with our Health and Safety obligations. Their monthly fee is also included under this heading.
18. Training/Conferences/Workshops - Two volunteers did First Aid training with St John's Ambulance. The remainder of the expenses were used for travel to conference and meetings.
19. Sundry Expenses – includes payments for meeting expenses; the cost of a returned donor cheque; advertising costs, and a payment to one of our distribution centres for additional storage.
20. 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. Food stock at 31/03/24 is valued at the rate set by The Trussell Trust.



21. On the last day of the Accounting Period, the Trussell Trust transferred £51,750 for Aylesbury Foodbank to hold on behalf of the Citizen's Advice Bureau, so they can employ a Money Advisor. This grant money is in our Bank Account but is not part of Aylesbury Foodbank's income for this Accounting Period. (This was confirmed by the Charities Commission by phone on 28/08/24.)

### **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 2023/24 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.

All expenditure is shown inclusive of VAT.

Kevin Piper, Chair .....

, Trustee .....

Agreed on .....



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Aylesbury Foodbank

On accounts for the year  
ended

31<sup>st</sup> March 2024

Charity no  
(if any)

1179692

Set out on pages

1-10 (including the notes)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the period 1<sup>st</sup> January 2023 to 31<sup>st</sup> March 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 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: 20.09.24

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*