



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## **Trustees' Annual Report for the period**

**From 01.05.20      Period start date      To 30.04.21**  
**Period end date**

**Charity name: Glastonbury Bridging the Gap**  
**Glastonbury and Street Bridging the Gap (working name)**  
**Glastonbury and Street Foodbank (working name)**  
**Street and Glastonbury foodbank (working name)**

**Charity registration number: 1180479**

## **Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>To alleviate food poverty for people living in the BA6 and BA16 postcode areas. Anyone who is referred by one of our recognised agents/organisations/ individuals is able to benefit. Often the recipients are in disadvantaged groups such as single parents, disabled, travellers, or those having mental health issues. Our volunteers also benefit from the sense of service and involvement in their community. The charity was originally set up by the Churches in the town as a means of sharing the love of Jesus with those in need.</b>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<b>We work closely with referral agencies and other food providers to provide food and other essential items to people in need. Generally, we deliver a whole week's worth of fresh and ambient food to individual and families. We also provide emergency energy top-ups, gas or other fuel for heating, as well as meeting needs for baby items, toiletries, and sanitary supplies. Where needed, our shelter packs can offer temporary cover and warmth to someone who is homeless, along</b>

		<b>with basic items for preparing and eating food.</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>The trustees of Glastonbury Bridging the Gap have regard to the guidance issued by the Charity Commission on public benefit.</b>

### **Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	<b>We do not make monetary grants. We provide food, energy top-ups and other essential items to people who are referred by recognised referral agencies/individuals/organisations</b>
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	<b>We are completely run by volunteers. Roles include trustees, drivers who collect donations, people who sort the donated food received and make food parcels, people who take details of referrals and assign volunteers to deliver, and finally, those who interface with recipients by collecting the ambient food parcels, doing the fresh shop and delivering to recipients. Our volunteers are at the heart of the organisation and we normally meet at least twice a year (at the AGM and a Volunteer Meeting) to share information, answer questions and listen to the concerns of our volunteers.</b>
Other		

## **Achievements and Performance**

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p><b>Despite the difficulties due to COVID, the charity was still able to provide food assistance to 790 adults and 410 children in the year May 2020-April 2021. Some of the circumstances were challenging, including finding caravans in fields to make deliveries, providing food for those with no cooking facilities or being housed temporarily at the Travelodge, or providing for very restrictive diets. This was done in a socially distanced and safe manner. We have worked with other food providers in the local area to ensure that people in genuine need are assisted to overcome their difficulties, and also that requests are not duplicated with multiple agencies. We were unable to hold an in-person Volunteer Meeting due to Covid, but volunteers have grown in confidence and find fulfilment in helping others.</b></p> <p><b>Because we receive donations from a wide variety of sources, such as schools, local companies, customers of local supermarkets, we have also been able to highlight the needs of the local community and to demonstrate that food insecurity is an issue that is important not only in large cities but in our own area.</b></p>

### **Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	<b>Due to the situation with COVID, we were unable to do any fundraising.</b>
Investment performance against objectives	Para 1.41	

Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>At the end of this financial period, the charity was in a very stable and strong position. This is partly due to the grants we received from local government for supporting food resilience during the pandemic. We do not expect to receive these monies after the pandemic is resolved. Until this year, all of our operating costs have been covered by individual donations, either of money or food items. During lockdown periods, donations of food dropped dramatically, but the monetary donations continued so that we were able to purchase what was needed. Because other local provision developed during the pandemic such as the Community Fridge and Pantry, our expenditure did not increase as much as we may have expected.</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>Our Reserves Policy which was originally adopted in 2020, calls for us to hold funds equal to 6-12 months of the charity's expected expenditure. As noted above, we have received additional grants during the financial period, so we are holding slightly more than what the policy calls for. This is due to the fact that we are currently searching for new premises. We anticipate that if we have to find a commercial premises in the local area, the rent would be substantial. So any extra in our funds is earmarked for rent when we find an appropriate place.</b>
Amount of reserves held	Para 1.22	<b>£28,614</b>
Reasons for holding zero	Para 1.22	

reserves		
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

### **Additional information (optional)**

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<p><b>The charity has normally relied solely on donations from individuals and local organisations. Over the years we have developed a relationship with some of these, such as local schools, and have been able to give presentations to highlight needs and ways of helping.</b></p> <p><b>Because of the work we have been doing to provide for local people during the COVID restrictions, we received several one-off grants from local government. As these were specifically aimed at ameliorating the situation due to the pandemic, we do not expect they will be granted in future.</b></p>
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

## **Structure, Governance and Management**

Description of charity's trusts:		
Type of governing	Para 1.25	

document (trust deed, royal charter)		<b>Constitution adopted 2018</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>Glastonbury Bridging the Gap is an unincorporated association.</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<b>Trustees are recruited from the membership or associated bodies such as local churches and are elected at the Annual General Meeting for a period of 3 years, which may be renewed. The trustees may also appoint any person who is willing to serve as a trustee, particularly those with specific skills that are needed. Such persons must be elected by the membership at the next AGM.</b>

### **Additional information (optional)**

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<b>The charity is managed by Trustees who meet regularly to discuss policies, current demand, funding, awareness-raising. Day to day management of operations is done by volunteers (some of whom are Trustees). We work with other food providers and also with Churches Together in Glastonbury.</b>
Relationship with any related parties	Para 1.51	
Other		

### **Reference and Administrative details**

Charity name	Glastonbury Bridging the Gap
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Other name the charity uses	Glastonbury and Street Bridging the Gap Glastonbury and Street Foodbank Street and Glastonbury Foodbank
Registered charity number	<b>1180479</b>
Charity's principal address	Glastonbury Bridging the Gap c/o Sunnymead Edgarley Field Lane Glastonbury Somerset BA6 8HF

## Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Revd Rowena Francis	Chair		
2	Mary E Powell	Treasurer		
3	Michael J L Cobb	Co-ordinator		
4	Tanya Moore	Secretary	20.09.20-30.04.21	Trustees
5	Jacqueline J Cobb			
6	Janet K Day			
7	Stephen Crowther		01.05.20-07.04.21	
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

## Corporate trustees - names of the directors at the date the report was approved

Director name		

## Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	




## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

#### Name of chief executive or names of senior staff members (Optional information)

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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## Other optional information

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## Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

**Signature(s)**

Mary E Powell

Rowena Francis

**Full name(s)**

Mary Elizabeth Powell

Rowena Francis

**Position (eg  
Secretary, Chair, etc)**

Treasurer

Chair

**Date**

17.02.22



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
Glastonbury Bridging the Gap

No (if any)  
1180479

## Receipts and payments accounts

For the period from	Period start date 5/1/2020	To	Period end date 4/30/2021
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £
<b>A1 Receipts</b>				
Donations	22,282	-	-	22,282
Gift Aid reclaimed	2,779	-	-	2,779
Grants local govt	3,400	-	-	3,400
Grants other	2,000	-	-	2,000
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
<b>Sub total</b> (Gross income for AR)	30,461	-	-	30,461
<b>A2 Asset and investment sales, (see table).</b>				
	-	-	-	-
	-	-	-	-
<b>Sub total</b>	-	-	-	-
<b>Total receipts</b>	30,461	-	-	30,461
<b>A3 Payments</b>				
Food and supplies for recipients	12,678	-	-	12,678
Utility top-up grants	196	-	-	196
Insurance/phone/admin	368	-	-	368
Use of church for storage	1,000	-	-	1,000
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
<b>Sub total</b>	14,242	-	-	14,242
<b>A4 Asset and investment purchases, (see table)</b>				
	-	-	-	-
	-	-	-	-
<b>Sub total</b>	-	-	-	-
<b>Total payments</b>	14,242	-	-	14,242
<b>Net of receipts/(payments)</b>	16,219	-	-	16,219
<b>A5 Transfers between funds</b>	-	-	-	-
<b>A6 Cash funds last year end</b>	-	-	-	-
<b>Cash funds this year end</b>	16,219	-	-	16,219

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
<b>B1 Cash funds</b>	TSB Account + cash in hand	28,614	-
		-	-
		-	-
	<b>Total cash funds</b>	28,614	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
<b>B2 Other monetary assets</b>		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

	Details	Fund to which asset belongs	Cost (optional)
<b>B3 Investment assets</b>			-
			-
			-
			-
			-

	Details	Fund to which asset belongs	Cost (optional)
<b>B4 Assets retained for the charity's own use</b>			-
			-
			-
			-
			-
			-
			-
			-
			-

	Details	Fund to which liability relates	Amount due (optional)
<b>B5 Liabilities</b>			-
			-
			-
			-
			-

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

Mary Elizabeth Powell

Mary E Powell

**CC16a**



**Last year**

**to the nearest £**

<b>19,924</b>
<b>2,419</b>
-
-
-
-
-
-
<b>22,343</b>

-
-

<b>22,343</b>
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<b>17,949</b>
<b>240</b>
<b>434</b>
-
-
-
-
-
-
<b>18,623</b>

-

<b>18,623</b>
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<b>3,720</b>
-
-
<b>3,720</b>



**Endowment  
funds**  
to nearest £

-
-
-
-

OK

**Endowment  
funds**  
to nearest £

-
-
-
-
-
-

**Current value  
(optional)**

-
-
-
-
-

**Current value  
(optional)**

-
-
-
-
-
-
-
-
-

**When due  
(optional)**


Date of  
approval

28.07.21

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Section A

Independent Examiner's Report

Report to the trustees/  
members of

Glastonbury Bridging the Gap

On accounts for the year  
ended

30 Apr 2021

Charity no  
(if any)

1180479

Set out on pages

2

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

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 Trust's accounts carried out under section 145 of the 2011 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.

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 (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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.

\* Please delete the words in the brackets if they do not apply.

Signed: AM Eady

Date: 5 Jan 2022

Name: Anne-Marie Eady

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

Address: Rosewood, 7 Havyatt



Glastonbury
BA6 8LF

## Section B

### Disclosure

Only complete if the examiner needs to highlight material 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.**

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