

CHILTERN FOODBANK CIO

TRUSTEES REPORT AND ACCOUNTS

YEAR ENDED 31 MARCH 2021

Charity Registration Number: 1181094

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REPORT OF THE TRUSTEES FOR YEAR ENDED 31 MARCH 2021

The Trustees present their annual report and accounts of the charity for the year ended 31st March 2021.

Charity Information

Chiltern Foodbank was registered with the Charity Commission on 10 December 2018 as a Charitable Incorporated Organisation (CIO), registered number 1181094.

Trustees

Rev L A Webber	Chair of Trustees
M R Hardman FCA	(resigned 10 December 2020)
DJ Worrall	(resigned 30 November 2020)
S Watney	(resigned 10 December 2020)
M J Ridout	
E Burgham	(appointed 16 June 2020)
C Osbaldeston FCA	(appointed 3 July 2020)
J Shaw FCMA	(appointed 14 January 2021)
C P Kay	(appointed 14 January 2021)

Trustees meet every 2 months to discuss and review operations and policy.

Principal Address

Chiltern Foodbank CIO
71 Broadway
Chesham
Bucks HP5 1BX
Tel: 01494 775668
E: info@chiltern.foodbank.org.uk
W: www.chiltern.foodbank.org.uk

Bankers

Barclays Bank, 32 Bridge St, Banbury, OX16 5PN

Independent Examiner

David Cary LLB FCA
Azets
Anglo House
Bell Lane Office Village
Bell Lane
Amersham
Bucks HP6 6FA

Annual report of the Trustees for the year ended 31 March 2021

Management and Governance Arrangements

The Chair of Trustees is Rev Louise Webber.

Colin Osbaldeston is Treasurer.

Three Trustees stood down during the year, David Worrall, Sheena Watney and Michael Hardman. The Trustee Board are grateful for their input over the years.

Four new Trustees have joined, Emma Burgham, Colin Osbaldeston, John Shaw and Christopher Kay. They each bring different perspectives and experience which serves to strengthen the skill set and insights of the board overall.

The Co-ordinator of the Foodbank was David Worrall during 2020 and Diane Rutter during 2021. Kizzy Ross and Jill Pye are senior team leaders.

Distribution centre team leaders during this year have been, Fran McLean (Prestwood), John Shaw (Wendover) and James Simmons (Chalfont St Peter). Discussions are also ongoing with Jane Thomas (Amersham) regarding the possible future involvement as a distribution centre.

Statement of Trustees' Responsibilities

Charity law requires the trustees to prepare financial statements for each financial year, which show a true and fair view of the state of affairs of the charity, and its financial activities for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- and prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operational existence.

REPORT ON ACTIVITIES OF CHILTERN FOODBANK CIO FOR THE YEAR ENDED 31ST MARCH 2021

Covid-19 Pandemic Crisis

As this financial year started, the UK was engulfed by the Covid-19 pandemic which has continued throughout the year. Chiltern Foodbank (CFB) immediately changed its ways of operating in order to meet the increasing need of its clients whilst protecting its volunteers. This has included:

1. Protecting staff and clients:
 - a. The closure of all distribution centres for face to face meetings.
 - b. Home delivery of food parcels with food being left on doorsteps.
 - c. Withdrawal of vulnerable volunteers and training of new volunteers.
 - d. Move to everyday use of the Chesham distribution centre with reduced numbers to allow social distancing, but with both morning and afternoon shifts.
 - e. The purchase of additional items for health and safety.
 - f. The decision to not recycle cardboard boxes, which impacts on costs, but helped prevent the transmission of the virus.
2. Meeting the demands of an increased number of those in need:
 - a. The bulk purchase of food for £39,294.79 in April 2020.
 - b. Establishment of a stock holding centre at Gold Hill Baptist Church (GHBC), in Chalfont St. Peter to cover the South Chalfonts, Denham and Gerrards Cross. GHBC has subsequently become a CFB distribution centre.
 - c. The establishment of a significant quantity of boxes stored off-site in the event of the Chesham distribution centre having to close down.
 - d. The training of volunteers to deal with a contingency mentioned in 2c.
 - e. Outreach to all local schools to become Referral Partners in order that those who may not be aware of the support that CFB offers to individuals and families may be alerted.
 - f. The introduction of an electronic voucher system that enables Referral Partner staff, who are working from home, to remotely issue vouchers.

Chiltern Foodbank Accounts for year ended 31 March 2021 | 2021

CFB continues to be grateful to the general public and many organisations and businesses that have supported it with food and financial donations to enable us to meet the increased need of our clients and to keep our volunteers safe.

Chiltern Foodbank CIO & The Trussell Trust

Chiltern Foodbank CIO continued to be a member of the Foodbank Network run by Salisbury based The Trussell Trust (TT) and by March 2021 there were over 1,200 food bank centres across the network. TT continues to be involved in lobbying national government about inadequacies, inefficiencies and unfairness in the benefits system as well undertaking significant media coverage which has a very beneficial effect on food and financial donations to individual Foodbanks, including CFB, as well as increasing the number of volunteers willing to work at Foodbanks. TT is a campaigning organisation against poverty in the UK as well as continuing their original work in Bulgaria.

An annual audit covering Governance was carried out by TT in February/March 2021. All areas met Trussell Trust and legal requirements.

Premises

CFB continued to use 71 Broadway, Chesham as its principal warehouse and distribution centre supported by satellite distribution centres in Wendover and Chalfont St Peter.

Distribution centres in Amersham, Prestwood and Little Chalfont closed during the pandemic and lockdowns and their clients were served directly from the main centre in Chesham.

The lease on the Chesham property expired on 31 July 2019 and a verbal agreement was made between the then Foodbank Coordinator, Dave Worrall, and the landlord that the arrangements can continue until 31 July 2024 on the same terms and conditions.

CFB was also grateful, during 2020, for the use of a 7 square metre warehousing space provided for part of the year by J & R Self Storage, Chesham at a rent that was 50% lower than normal commercial rates.

Numbers Fed

2020/21 saw an increase of 118.1% in the number of people fed. There was an even greater increase of 121.3% in the numbers of children fed which indicates the strain experienced by low income families.

	Vouchers redeemed	% Difference on like for like basis	Adults fed	% Difference on like for like basis	Children fed	% Difference on like for like basis	Total fed	% Difference on like for like basis
2018/19 (April– March)	1064		1578		819		2397	
2019/20 (April– March)	1369		2001		1191		3192	
2020/21 (April – March)	2742	100.3	4326	116.2	2636	121.3	6962	118.1

Chiltern Foodbank Accounts for year ended 31 March 2021 | 2021

The reasons for the provision of food boxes in 2020/21 were:

Crisis Type	Number of Vouchers	Adults	Children	Total	Was Covid a factor?		
					Yes	No	unknown
Benefit Changes	92	158	92	250	19	48	25
Benefit Delays	130	208	91	299	30	73	27
Child Holiday Meals	4	5	10	15	4	0	0
Debt	165	248	200	448	30	106	29
Delayed Wages	24	42	28	70	15	5	4
Domestic Violence	17	18	24	42	0	9	8
Homeless	30	45	3	48	6	17	7
Low Income	1759	2800	1787	4587	580	703	476
No recourse to Public Funds	18	33	32	65	9	5	4
Other	159	267	228	495	90	38	31
Refused STBA	2	2	4	6	1	1	0
Sickness	342	500	137	637	149	139	54
TOTAL	2742	4326	2636	6962	933	1144	665

The top 4 reasons for needing support from Chiltern Foodbank were: Low income, sickness, debt, and benefit delays.

Usually the second highest reason is debt, however this year it was sickness, reflecting the direct health impact of the Covid-19 pandemic.

Since the end of the financial year, demand has fallen from crisis levels but is still above pre-pandemic levels.

Food Donations and Distribution

During the year there was more stock given out than received, but we were able to meet the number of requests and did not run out. By the end of the year we were not carrying as much excess stock and this is more manageable within our current warehouse set up.

Donated stock and purchases in 2020/21	80,675 kilos
Stock out 2020/21 (clients & other distributions)	84,718 kilos

CFB continues to be generously supported by the local community with the donations made by the clients of the Amersham Tesco Superstore being the main contributor, with 13,916 kilos being collected from the permanent bins, plus 604 kg from ad-hoc collections in August and December. In addition 3,573 kg was donated directly from Tesco as special Covid-deliveries between April and July 2020. Tesco also provide a financial top up based on the weight of goods donated by their customers.

Permanent collection bins are also found in the supermarket branches of Sainsbury's and Waitrose in Chesham, Budgens in Wendover, Sainsbury's in Prestwood and Co-op in Great Missenden. Several Community shops are also doing regular collections including Wigginton Village Store, and the Lee Village Shop. Customers of all stores made important donations.

Special collections have been carried out by various communities, schools and organisations including the Little Chalfont community, Fairtrade and Wendover Youth Centre.

We have introduced a pilot scheme of Food Champions who collect food donations from their neighbours and bring to the Foodbank. A benefit of this is that people who receive online grocery deliveries are still able to donate to the Foodbank.

As well as provision of product to clients CFB was able to support the Make Lunch (a child holiday lunch provision run by Chesham United Reform Church), Chesham Community Fridge, Chesham Christmas Lunch for the Elderly, and Inspire GB (soup kitchen).

Out of date stock (OOD) was disposed of by offering it to the Chesham Community Fridge, and a help yourself facility to volunteers, however, some items had to be binned. We have not been able to offer it to clients in the past year as we have not had clients coming to our centres due to Covid-safety restrictions. Most of the product assessed to be out of date was past the best before dates when received by us.

Referral Partners

CFB has 147 (115 in 2019/20) referral partners (voucher issuers) on record but only 59 of these issued vouchers during 2020/21. The breakdown by referral partner type is:

Referral Partner type	Number
Statutory Agency	84
Charity	25
Church	19
Community Group	7
Voluntary Agency	9
Other	3
Total	147

The Chiltern Citizens Advice Bureau was the largest issuer of vouchers in 2020/21 with substantial numbers issued from Paradigm Housing, Chesham Job Centre Plus, Adult Mental Health Team, Christians Against Poverty, and local churches.

Employees

During the year the Trustees took the decision to employ a part time, paid Coordinator from January 2021 after Dave Worrall, founding coordinator and Trustee, moved out of the area. They welcome Diane Rutter as the paid Co-ordinator.

Volunteers

Dave Worrall was involved in the initial vision, planning and setting up of the Foodbank from 2010 and has been a valued Volunteer Co-ordinator leading the Foodbank through the first 10 years of its existence. The Trustees are extremely grateful to Dave Worrall for all he has done for the charity throughout his years of service.

The Foodbank continues to be supported by a well-trained and enthusiastic group of almost seventy volunteers. These support the work of CFB at its distribution centres in Chesham, Chalfont St Peter, Prestwood and Wendover, through local food collections and include a newly formed team to support the communications messaging of the charity.

The Trustees are truly grateful for the very hard work that all volunteers give in ensuring that the most vulnerable in our community are fed.

Fundraising

During the pandemic and the series of lockdowns social distancing has meant that no fundraising events have been held. However, our communities have been very generous and we saw a significant increase in financial donations from individuals and organisations, so further fundraising activities have not been needed.

Website and Computer Support

The CFB website is a generic one based on The Trussell Trust format. Julie Gamston continued to update the CFB website as and when needed and the Trustees are grateful for the work that Julie does.

There is a "Donate" button on the CFB website and access to a giving portal run by Enthuse/Charity Checkout. During the period, CFB received via Enthuse/Charity Checkout a total of £88,821.62 for which £18,796.85 was claimed in Gift Aid.

IT support was provided by Tim Pye for which the Trustees are very grateful.

Financial

CFB continues to be blessed with healthy financial reserves as income from gifts, grants and fundraising events exceeded expenditure by £107,977 in 2020/21.

Buckinghamshire Council, (the new Unitary Local Authority launched 1st April 2020) continued to support CFB through its grants towards rent payable on the Chesham property, plus additional grants to support the work of providing emergency food to local people.

Under the Tesco Top-up, Tesco give The Trussell Trust 20% of the value of food collected at their stores (based on a value of £1.75 per kilo). The Trussell Trust pass 85% of this amount back to their Foodbanks. Product collected from their Amersham store by CFB totalled 18,093.77 kilos and the value to CFB was over £5,300.

During the year the following payments were made to Trustees in reimbursement of expenses personally incurred in running CFB:

- David Worrall £2,636.80
- John Shaw £52.89

No other Trustees were reimbursed any expenses.

As well as emergency food distribution, Chiltern Foodbank awards discretionary grants to help to alleviate poverty. During the year 2020/21 the following grants were made:

- £942 in hardship grants to assist individual clients in need.
- £10,000 to Citizens Advice, our main referral partner, to contribute to their support of Foodbank clients to help them access the wider support they need in order to get out of food poverty
- £6,150 to Restore Hope Latimer, a partner organisation, to enable them to build a polytunnel and provide fresh food to some of our clients.
- £62,804 to local schools to enable them to purchase digital devices for children in poverty to enable their continued education during lockdown. This was with the aim of reducing the widening educational attainment gap that could otherwise lead these children into future poverty and Foodbank dependency later in life.

The purchase of all equipment was written off by 100% during the year. The reception area was refurbished at a cost of £5,678 in May 2019 and straight-line depreciation of 20% per annum is being made over a five-year period.

The part time Coordinator, Diane Rutter, is the only paid member of staff.

Reserves

The Trustees have reviewed and revised the Charity's reserves policy in developing and approving financial plans and budgets for 2021/22. The purpose of the reserves policy is to ensure the stability of the delivery of the mission and ongoing operations of the Chiltern Foodbank.

Unrestricted general fund reserves are intended to provide an internal source of funds for situations such as a sudden increase in expenses, one-time unbudgeted expenses, unanticipated reduction in funding, or uninsured losses.

The current target range for unrestricted general fund reserves is based on a risk-based approach. When assessed this equates to a minimum fund balance of between £75,000 to £100,000, which represents approximately 9 to 12 months of planned expenditure.

In addition, the Trustees have considered the level of General Funds held at the end of the financial year in the context of the exceptional level of donations received during the financial year in response to the Covid-19 crisis. The level of unrestricted funds held is £252,750, which is £152,750 in excess of the reserves target. Against that background, the Trustees have earmarked £100,000 of General Fund Reserves as a Designated Fund.

Following the appointment of a new Coordinator and two new Trustees, the Board have begun a process of reviewing the strategy of the charity to achieve its objects over the next 3 to 5 years. The Designated Fund will enable delivery of the revised strategy and is expected to be expended over that period. It is anticipated that the balance of excess reserves will be spent over the next two years during which time income is likely to be lower than already planned expenditure.

In addition, a reserve of £2,000 was made for dilapidations.

Foodbank Van

The van purchased by the Buckinghamshire Building Society in 2013 continues to be well used for the collection of goods from Tesco, Sainsbury's and Waitrose as well as delivery of boxes to the Chalfont St Peter distribution centre. However, annual mileage is low and a replacement will hopefully not be required for a number of years.

CFB is grateful to Oakleigh Garage in Chesham for the free provision of servicing and MOT inspection during the year.

Chiltern Foodbank Fuel Bank

In October 2019 CFB started to operate a Fuel Bank. The Fuel Bank is jointly financed by the Paradigm Foundation and CFB, each of whom contributed £3,000 and a separate bank account was established for these funds. CFB have continued to work with two Referral Partners – Chiltern Citizens Advice and Paradigm Housing Association. The aim of the Fuel Bank is to provide small grants (£28 for single people and £49 for couples and families) to contribute towards energy costs. These grants are given in the form of a code that clients take to a PayPoint outlet or a Post Office (for British Gas customers only) and their fuel card is topped-up with the relevant amount – so no money changes hands. Clients are allowed only one grant per annum.

The Fuel Bank activities were briefly suspended at the beginning of the year to enable volunteers to concentrate on providing food for clients during the start of the Covid-19 crisis, and resumed again in May.

Risk Management

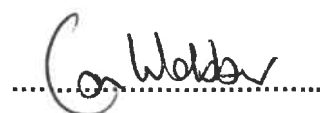
The principal risks and uncertainties considered by the Trustees included:

- **Health & Safety** – Ongoing risk assessments have taken place in relation to the impact of the Covid-19 pandemic, with ways of working adapted to reflect the changing context to ensure that staff, volunteers and clients were protected. In addition, risk assessments have been carried out relating to activities at our principal premises in Chesham, including fire hazards (January 2021), hazardous substances (May 2021) and a comprehensive independent fire risk assessment (May 2021). An action plan was developed to address the issues identified, focussing on the health and safety of people using the building, and approved by the Trustees. The action plan continues to be monitored by the Trustees. An overarching Health & Safety policy was developed and approved by the Trustees in August 2021.
- **Safeguarding** – The Safeguarding Policy and associated procedures were reviewed and updated and approved by the Trustees in March 2021. There were no safeguarding incidents reported during the year or since then to the date of this report.
- **Financial** – As the report and accounts show, the Chiltern Foodbank had a healthy financial position at the end of the year. As stated above, the Trustees reviewed and revised the Charity's reserves policy (March 2021), which along with ongoing financial reporting and planning, will help ensure that financial risks are managed effectively. In addition, the Trustees have ensured that key financial controls are in place, including dual authorisation of payments from the various bank accounts, where, in each case, one of the Trustees is a signatory.
- **Data Protection** – A Data Protection policy was developed and approved by the Trustees in March 2021 along with a related Privacy policy. Guidance was also developed to help Trustees, staff and volunteers comply with this policy and relevant data protection legislation. No data breaches were reported during the year or since then to the date of this report.

Future Plans

The Trustees and Coordinator launched a strategic development and planning exercise in February 2021 with a view to developing our strategic plan for the period to 2025. Whilst we will continue to provide emergency food to those who need it, we also hope to work with the Trussell Trust and other partners to address the causes of food poverty with the expressed aim that there will be an end to the need for Foodbanks in the UK.

Approved by the Trustees on 30 November 2021 and signed on their behalf by:



L A Webber
Chair of Trustees

Chiltern Foodbank Accounts for year ended 31 March 2021 | 2021

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

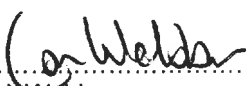
	Unrestricted Funds	Designated Funds	Restricted Funds	Year to 31 March 2021	Period to 31 March 2020
	£	£	£	£	£
INCOMING RESOURCES FROM GENERATED FUNDS					
	Note				
Income from donations and legacies	3a	£389,439	£0	£421	£129,499
Income from charitable activities	3b	£39,000	£0	£4,138	£13,918
Investment income	3c	£1,698	£0	£0	£748
Total Income		£430,137	£0	£4,559	£144,165
RESOURCES EXPENDED					
Expenditure on Raising Funds		£0	£0	£0	£0
Expenditure on Charitable Activities	4	£319,228	£942	£5,889	£111,666
Other Expenditure – Governance Costs	5	£660	£0	£0	£600
Total Expenditure		£319,888	£942	£5,889	£112,266
NET INCOMING/(OUTGOING) RESOURCES BEFORE TRANSFERS					
	£110,249	(£942)	(£1,330)	£107,977	£31,899
Transfers between funds	(£102,000)	£102,000	£0	£0	£0
NET MOVEMENT IN FUNDS	£8,249	£101,058	(£1,330)	£107,977	£31,899
Surplus funds brought forward	£139,122	£4,321	£2,244	£145,687	£113,788
SURPLUS FUNDS CARRIED FORWARD	£147,371	£105,379	£914	£253,664	£145,687

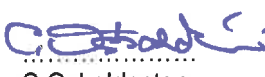
Chiltern Foodbank Accounts for year ended 31 March 2021 | 2021

BALANCE SHEET		31 March 2021		31 March 2020	
		£	£	£	£
	Note				
FIXED ASSETS					
Furniture, fixtures & equipment	7	£3,407		£4,542	
		£3,407		£4,542	
CURRENT ASSETS					
Stock		£5,255		£12,331	
Stock of Fuel Vouchers		£1,329		£953	
Debtors	8	£11,567		£25,422	
Cash in bank and in hand - General Funds		£232,266		£99,570	
Cash in bank and in hand - Fuel Bank Account		£500		£3,469	
		£250,917		£141,745	
Creditors falling due within one year	9		£660		£600
NET ASSETS		£253,664		£145,687	
FUNDS:					
Unrestricted Income Funds	10	£252,750		£143,443	
Restricted Income Funds	10	£914		£2,244	
TOTAL CHARITY FUNDS		£253,664		£145,687	

The notes at pages 13 to 18 form part of these accounts.

Approved by the Trustees on 30 November 2021 and signed on their behalf


 L A Webber
 Chair of Trustees


 C Osbaldeston
 Treasurer / Trustee

NOTES TO THE ACCOUNTS

1 Accounting Policies

(a) Basis of preparation and assessment of going concern

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The charity has taken advantage of the provision in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The charity constitutes a public benefit entity as defined by FRS 102.

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these financial statements.

(b) Funds structure

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or trust deed.

Unrestricted income funds comprise those funds which the Trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the Trustees, at their discretion, have created a fund for a specific purpose.

Further details of each fund are disclosed in note 10.

(c) Income recognition

All incoming resources are recognised once the charity has entitlement to the resources, it is certain the resources will be received and the monetary value can be measured with reliability.

The value of donated goods, calculated at the rate set by the Trussell Trust, is shown in incoming resources.

Tax refunds are recognised when the income to which they relate is received.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

(d) Expenditure recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings.

Grants payable are payments made to third parties in the furtherance of the charitable objects of the charity. In the case of an unconditional grant offer this is accrued once the recipient has been notified of the grant award. The notification gives the recipient a reasonable expectation that they will receive the grant. Grants awards that are subject to the recipient fulfilling performance conditions are only

accrued when the recipient has been notified of the grant and any remaining unfulfilled condition attaching to that grant is outside of the control of the charity.

Provisions for grants are made when the intention to make a grant has been communicated to the recipient but there is uncertainty as to the timing of the grant or the amount of grant payable.

(e) Irrecoverable VAT

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

(f) Support and governance costs

Support and governance costs for the charity include all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to fees payable for the independent examination of the accounts together with other administrative expenses.

Unless directly attributable to a specific fund, all these costs are met out of unrestricted funds.

Further details of these costs can be seen in notes 5 and 6.

(g) Expenditure on charitable activities

Expenditure on charitable activities includes donations of food and grants made, as shown in note 4.

(h) Fixed Assets

Fixed Assets are measured at cost less accumulated depreciation. Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures, fittings and equipment	5 years straight line
----------------------------------	-----------------------

(i) Stock

Stock, received by way of donation is valued at the year end at the value set by the Trussell Trust.

(j) Debtors

Debtors are recognised at the settlement amount due or income amount accrued net of any discounts due.

(k) Creditors

Creditors are recognised at their settlement amount after allowing for any discounts due.

(l) Contingent liabilities

The charity does not have any contingent liabilities.

2 Trustees' Expenses and Remuneration

The Trustees all give freely their time and expertise without any form of remuneration or other benefit in cash or kind (2020: £nil). The Charity has employed a co-ordinator who has been remunerated in the period amounting to £5,000 (2020: £nil). One former trustee was reimbursed expenses for sundry disbursements relating to their work for the Chiltern Foodbank totalling £2,637 (2020: £4,443) while a current trustee was reimbursed £53 in the year.

3a Income from Donations and Legacies

	Unrestricted Funds	Restricted Funds	Year to 31 March 2021	Period to 31 March 2020
	£	£	£	£
Donations including tax recoverable	<u>£389,439</u>	<u>£421</u>	<u>£389,860</u>	<u>£129,499</u>

£3,500 of income from donations and legacies for the period ended 31 March 2020 was restricted.

3b Income from Charitable Activities

	Unrestricted Funds	Restricted Funds	Year to 31 March 2021	Period to 31 March 2020
	£	£	£	£
Grants – Buckinghamshire County Council	£39,000	£4,138	£43,138	£12,000
Fund raising events	<u>£0</u>	<u>£0</u>	<u>£0</u>	<u>£1,918</u>
Total	<u>£39,000</u>	<u>£0</u>	<u>£43,138</u>	<u>£13,918</u>

The income from charitable activities for the year ended 31 March 2020 was unrestricted.

3c Investment Income

	Unrestricted Funds	Restricted Funds	Year to 31 March 2021	Period to 31 March 2020
	£	£	£	£
Interest on Cash Deposits	<u>£1,698</u>	<u>£0</u>	<u>£1,698</u>	<u>£748</u>

4 Analysis of Charitable Expenditure

	Year to 31 March 2021	Period to 31 March 2020
	£	£
Value of food given to clients (at £1.75 per kg)	£143,392	£73,214
Purchase of Food	£40,076	£483
Value of food given to Poverty Relief Charities	£19,097	£0
Fuel vouchers given to clients (value: £2,415)	£2,624	£1,547
Trussell Trust	£0	£5,000
Hardship Fund	£942	£486
Citizens Advice Chiltern	£10,000	£0
Community Fridge	£2,500	£0
Digital Poverty Grants	£62,804	£0
Life Skills Courses	£490	£515
Restore Hope Latimer	£6,150	£5,100
Salary and pension	£5,206	£0
Post, stationery	£1,525	£1,479
Training courses	£0	£0
Telephone	£743	£590
Van expenses and travel	£1,510	£1,470
Insurance	£995	£1,126
Repairs and maintenance	£938	£732
Bank Charges	£62	£161
Equipment	£1,655	£2,954
Storage and packing materials	£7,049	£2,638
Uniforms and other volunteer costs	£2,359	£0
Rent	£12,000	£12,000
Light, heat and water	£1,730	£527
Depreciation	£1,135	£1,136
Sundry	£1,077	£508
Total	£326,059	£111,666

£4,155 of purchase of food, £1,313 of fuel vouchers given to clients and £421 of equipment were met out of restricted funds. £942 for the Hardship Fund was met out of designated funds. The rest of the costs were met out of unrestricted funds.

5 Other Expenditure – Governance Costs

Governance costs for the Trust include all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to independent examination fees as follows:

	Year to 31 March 2021	Period to 31 March 2020
	£	£
Independent Examiner's Remuneration (Note 6)	£660	£600
	£660	£600

All of the above costs were met out of unrestricted funds.

6 Independent Examiner's Remuneration

The independent examiner's remuneration comprises an independent examination fee of £660 (2020: £600)

7 Fixed Assets

	Fixtures, fittings & equipment	Total
	£	£
Cost		
As at 1 April 2020	£5,678	£5,678
Additions	£0	£0
As at 31 March 2021	£5,678	£5,678
Depreciation		
As at 1 April 2020	£1,136	£1,136
Charge for the period	£1,135	£1,135
As at 31 March 2021	£2,271	£2,271
Net Book Value at 31 March 2021	£3,407	£3,407
Net Book Value at 31 March 2020	£4,542	£4,542

All assets relate to unrestricted funds

8 Analysis of Debtors

	At 31 March 2021	At 31 March 2020
	£	£
Prepayments and accrued income	£11,567	£25,422
Other debtors	£0	£0
	£11,567	£25,422

All debtors relate to unrestricted funds

9 Analysis of Creditors falling due within one year

	At 31 March 2021	At 31 March 2020
	£	£
Accruals	£660	£600
	£660	£600

All creditors falling due within one year relate to unrestricted funds

10 Analysis of Charitable Funds

	Balance at 1 April 2020	Incoming resources	Resources expended	Transfers between funds	Balance at 31 March 2021
	£	£	£	£	£
Unrestricted Funds	£139,122	£390,061	(£279,812)	(£102,000)	£147,371
Designated Funds – Hardship	£2,321	£0	(£942)	£0	£1,379
Designated Funds – Dilapidations	£2,000	£0	(£0)	£2,000	£4,000
Designated Funds – New Strategy	£0	£0	(£0)	£100,000	£100,000
Restricted Funds – Fuelbank	£2,227	£0	(£1,313)	£0	£914
Restricted Funds – Food	£17	£4,138	(£4,155)	£0	£0
Restricted Funds – Equipment	£0	£421	(£421)	£0	£0
	£145,687	£394,620	(£286,643)	£0	£253,664

11 Analysis of Net Assets Between Funds

	Unrestricted Funds	Designated Funds	Restricted Funds	Total
	£	£	£	£
Fund balances at 31 March 2021 are represented by:				
Total Assets	£148,031	£105,379	£914	£254,324
Creditors due within 1 year	(£660)	£0	£0	(£660)
	£147,371	£105,379	£914	£253,664

Fund balances at 31 March 2020 were represented by:

Total Assets	£139,722	£4,321	£2,244	£146,287
Creditors due within 1 year	(£600)	£0	£0	(£600)
	£139,122	£4,321	£2,244	£145,687

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF CHILTERN FOODBANK CIO

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2021 which are set out on pages 11 to 18.

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 charity's accounts carried out under section 145 of the 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do 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.



David Cary LLB FCA
Azets
Anglo House
Bell Lane Office Village
Bell Lane
Amersham
Bucks
HP6 6FA

...1st... December 2021

