

# PROVIDE DEVON

England & Wales · Charity number 1181135

## Details

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**Status** Registered

**Legal form** CIO

**Registered** 2018-12-12

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Unit 12 Walkham Business Park  
Burrington Way  
Plymouth  
Devon  
PL5 3AW

**Phone** 07928670704

**Email** [info@providedevon.org.uk](mailto:info@providedevon.org.uk)

## Activities

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**Objects:** THE OBJECT OF THIS CIO IS THE PREVENTION AND RELIEF OF POVERTY FOR THE PUBLIC BENEFIT IN DEVON THROUGH THE PROVISION OF FOOD HAMPERS TO PEOPLE WHO ARE IN FINANCIAL NEED.

**Activities:** Provide Devon uses surplus food (supplemented by purchased fresh produce) donated by businesses and homes by redirecting it to those in financial need, without judgement or discrimination. Support to disadvantaged or marginalised individuals and families is given, meeting the basic requirements of clients in a one off crisis food hamper.

## Classification

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- **How:** Provides Services
- **What:** General Charitable Purposes, Disability, The Prevention Or Relief Of Poverty
- **Who:** Children/young People, Elderly/old People, The General Public/mankind

## Geography

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- Devon
- Plymouth City

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-12-31	£69,126	£78,091	-	-
2024-12-31	£90,221	£83,628	-	-
2023-12-31	£64,742	£77,744	-	-
2022-12-31	£59,159	£59,984	-	-
2021-12-31	£43,429	£57,729	-	-
2020-12-31	£100,490	£70,168	-	-

## Trustees

Name	Role	Appointed
<b>MARC ANTHONY NASH</b>	Chair	2018-10-22
Christopher Hayter		2019-12-17
DR GRAHAM SPENCER STIRLING		2018-10-21
David Simpkins		2021-04-22
Jean Potter		2018-10-20

**PROVIDE DEVON**

England & Wales - Charity number 1181135

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# Accounts

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# PROVIDE DEVON

## TRUSTEES' REPORT AND ACCOUNTS YEAR ENDED 31 DECEMBER 2025

CHARITY NUMBER: 1181135

**Registered Address:**

Unit 12, Walkham Business Park,  
Burrington Industrial Estate,  
Plymouth PL5 3LS

## **Trustees’ Report**

### **Aim and Purpose**

Provide Devon was registered as a Charitable Incorporated Organisation with the Charities Commission on 12 December 2018.

The aim of Provide Devon is the prevention and relief of poverty for the public benefit in Devon, through the provision of food hampers to people who are in financial need. The initial area of operational focus since formation is the city of Plymouth.

Provide Devon uses surplus food that is donated by businesses and other food donations from individuals and supplements these supplies through the purchase of fresh produce, to create nutritionally-balanced food parcels. Basic hygiene products can also be added to the parcels.

The Trustees have taken into account the Charity Commission guidance on public benefit and this report outlines how Provide Devon has benefited the public.

### **Activities**

The charity responds to those in financial need, without judgement or discrimination. Support is given to disadvantaged or marginalised individuals and families, meeting the basic requirements of clients through the provision of crisis food hampers.

Clients are referred to Provide Devon by a wide range of referral agents, as detailed in the Operational Review. Hampers are prepared by the charity’s staff and then collected by, or delivered to, those agencies who pass them on to their clients.

Provide Devon endeavours to keep abreast of the provision of food for those in need in Plymouth by maintaining frequent contact with other like-minded providers and agencies and by working together with them, particularly on larger-scale projects.

## **Operational Review**

### **Summary**

The ongoing cost of living crisis has resulted in the demand for Provide Devon’s services being unabated; the Charity has made provision to an average of 100 people each week (2024: 105). The number of referral agencies we work with has grown from 92 to 106 organisations, representing the growing number of people facing poverty and seeking emergency food provision across the statutory and voluntary services provided in Plymouth.

Provide Devon continues a referral-only operation with the referral agent collecting the food on behalf of the recipients and delivering directly to them. We have been operating this model since 2020 and this has allowed Provide to develop close working relationships with

our referral agents and understanding the needs of their clients, helping us meet the dietary, cultural and religious aspects of the food they require.

Daily operations are undertaken by volunteers and supported by either the Operations Manager or Deputy Manager. Our volunteers are well established and knowledgeable with the workings of the charity and able to meet the demands of a busy day.

### **Food Provision**

In addition to the food purchased in bulk from establishes suppliers, food donations are received from a number of local sources, the most prominent being donation boxes within Co-op stores across the city. Weekly collections are undertaken by volunteers, who empty the boxes and connect with the store managers to ensure authentic communication happens, enabling the stores to reflect the work of Provide Devon within their local community.

Crisis food packs still include long-life food items as well as fresh produce (such as bread, fruit and vegetables), chilled food (milk, butter, and cheese), and hygiene items where possible.

Our food provision comes through our well-established partnerships with:

- FareShare South West, who distribute surplus food to charities that turn it into meals;
- Tamar Fresh, who donate fresh fruit and vegetables each week;
- Warburtons, who have provided us with fresh bread each week;
- Cooperative Stores, who offer us any surplus food from several of their shops, as well as hosting food collection boxes in many of their Plymouth stores;
- Booker (via Foodiverse), Morrisons and Premier Foods (Ambrosia) who offer surplus food when available;
- Services Design Solution, YGrowers and other local businesses who support the charity through donations;
- Individuals in the local community, who support the charity with private donations.

### **Staff & Volunteers**

The Board of Trustees have delegated the day to day running and operational decisions to the management and the volunteer team, which includes administrative support, stock management, health and safety management, food deliveries and parcel preparation.

During the period, Provide Devon was managed by a Charity Manager and Deputy Manager, who oversee the operations. Sadly, as the frequency and scale of incoming grants were reducing towards the end of the year and in order to preserve the continuity of service, the Trustees made the difficult decision to make the Deputy Manager redundant at the end of January 2026.

The service is also dependent upon 24 regular volunteers, the majority of whom are long-serving and provided an amazing total of 4,131 hours of support in 2025. Our volunteers have all undertaken training in the day-to-day operations of the Charity, including health and safety.

## **Crisis Food Parcels**

The demand for our services in 2025 has remained high, with activity levels almost as high as the statistics recorded in 2024; the charity processed a total of **42.24 tonnes** of food (2024: 44.25 tonnes). The number of food parcels was **2,399** (2024: 2,495) and the total number of people fed during the year was **5,205** (2024: 5,466), with **2,060** (40%) of those being children (2024: 2,261 (41%)).

## **Referral Agents**

The number of referral agents increased to 106 during the year, falling within the following sectors:

- **Housing** (924 referrals) – Associations, homelessness assistance, temporary housing organisations
- **Children & families** (394 referrals) – Children services, family services
- **Adult social services** (351 referrals) - vulnerable adults
- **Education** (223 referrals) – Children’s centres, preschools, primary schools, secondary schools, colleges
- **Women’s services** (174 referrals) – abuse support agencies
- **Crime and Justice services** (121 referrals) – National probation services, ex-offending support services, Police
- **Refugee services** (120 referrals)
- **Other** (92 referrals) – including churches, youth clubs, community grass root groups NHS, private doctors, mental health & wellbeing practitioners, addiction and abuse support agencies, counsellors

## **Fundraising**

In 2025, Provide Devon continued the relationship with Kairos Fundraising Solutions, for the purchase of fundraising services. Under this agreement the Charity paid £5,500 during the year (2024: £8,500) and, as a result of a series of bid requests, received grants totalling £31,100 (2024: £48,201), as detailed in the Financial Review. Provide Devon is very grateful for the direct and indirect support provided by Kairos.

## **Financial Review**

Provide Devon generated net payments of £8,709 in 2025 (2024: net receipts of £6,643). At 31 December 2025, the General Fund balance was £13,576 and the Restricted Fund balance was £5,475 for Crisis Food

During the year, income comprised the following categories:

- **Grants and donations from organisations** totalling £23,300 (2024: £28,309), including donations of £500 or more from: Plymouth City Council - Household Support Fund, Hope Baptist Church, Plymouth Community Homes, Hector Pearce LLP;
- **Donations from individuals** totalling £11,126 (2024: £10,940), received directly by the Charity or via on-line giving through its People’s Fundraising webpage;
- **Gift Aid reclaims** totalling £689 (2024: £1,457);

- **Fundraising grants**, via bids from Kairos Fundraising Solutions, totalling £31,100 (2024: £48,201) from: The National Lottery Community Fund, Fyrish Foundation, Souter Charitable Trust, The Wakefield Trust, Asda Foundation Foodbank Fundamentals, anonymous grantor;
- **Local fundraising events and campaign** totalling £2,635 (2024: £705).

The Charity is so grateful for all the financial support provided by these organisations, charities and individuals. In addition, the charity is indebted to all the individuals and organisations that have donated food and toiletry products.

Provide Devon operates from Unit 12, Walkham Business Park, Plymouth under a renewable rental agreement for which the landlord has continued to charge minimal costs through 2025, for which the Charity remains most grateful.

Apart from the cost of payroll and premises, the bulk of expenditure is focused on the specific role of the charity - the provision of crisis food parcels.

### **Reserves Policy**

The Trustees have agreed a reserves policy of maintaining a balance on unrestricted funds (where possible) equating to at least three months of routine activity costs for the charity - approximately £12,000 at the current level of operation.

At the end of 2025, unrestricted funds of £13,576 were sufficient to cover three months of wages costs for the employed staff plus three months of premises and office costs for the distribution warehouse unit.

### **Structure, Governance and Management**

Provide Devon is governed by the Trustees, as set out in the Constitution. The day-to-day management of the Charity is undertaken by the Charity Manager, who works with the Assistant Manager and a number of volunteers to take delivery of food supplies, to sort and stock food items, to receive parcel requests from referral agencies and to prepare the food hampers for delivery to those agencies.

Trustees meet every quarter during the year - more frequently if circumstances require it - to review operational activities, consider strategy and to respond to any changes in the local food-provision environment.

The charity is subject to occasional health and hygiene inspections and has remained compliant regarding the policies and the practices of food handling and storage.

**Trustees**

The Trustees who served during the year were:

Marc Nash (Chair)  
Graham Stirling  
David Simpkins  
Jean Potter  
Chris Hayter

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2025

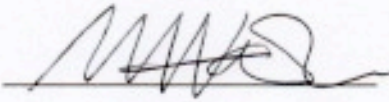
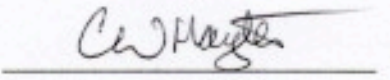
## RECEIPTS &amp; PAYMENTS ACCOUNT for the year to 31 December 2025

	<u>Unrestricted</u> <u>funds</u> £	<u>Restricted</u> <u>funds</u> £	<u>Total funds</u> £	<u>Prior Year</u> £
Grants	17,400	37,000	54,400	70,510
Donations	11,126	0	11,126	16,940
Gift Aid Reclaim	689		689	1,457
Fund Raising Campaign/Events	2,635		2,635	705
Bank Interest	276		276	610
<b>Total Receipts</b>	<u>32,126</u>	<u>37,000</u>	<u>69,126</u>	<u>90,221</u>
Cost of Distribution	0	30,775	30,775	33,144
Raising Funds	5,500		5,500	8,500
Office/Admin costs	32,816	9,000	41,816	41,984
Office Set Up/Refurbishment			0	0
<b>Total Payments</b>	<u>38,316</u>	<u>39,775</u>	<u>78,091</u>	<u>83,628</u>
<b>Net of receipts/(payments)</b>	<b>(6,190)</b>	<b>(2,775)</b>	<b>(8,965)</b>	<b>6,593</b>
Transfers between funds	0	0	0	0
Funds Balance b/f at 01-Jan-25	18,333	8,247	26,580	19,988
Funds Balance c/f at 31-Dec-25	<u>12,143</u>	<u>5,472</u>	<u>17,615</u>	<u>26,581</u>

## STATEMENT OF ASSETS &amp; LIABILITIES as at 31 December 2025

	<u>Unrestricted</u> <u>funds</u> £	<u>Restricted</u> <u>funds</u> £	<u>Total funds</u> £	<u>Prior Year</u> £
Cash funds - Bank accounts	13,478	5,472	18,950	27,661
Cash funds - Cash in hand	100		100	100
<b>Total Cash funds</b>	<u>13,578</u>	<u>5,472</u>	<u>19,050</u>	<u>27,761</u>
Liabilities - HMRC EE NI/PAYE	1,295		1,295	1,055
Liabilities - Pension/Wages	140		140	125
<b>Total Liabilities</b>	<u>1,435</u>	<u>0</u>	<u>1,435</u>	<u>1,180</u>
<b>Net Funds</b>	<u>12,143</u>	<u>5,472</u>	<u>17,615</u>	<u>26,581</u>

Signed by two trustees on behalf of  
the Board of Trustees

Signature	Name	Date
	M. Nash	13/03/26
	C. Hayter	13/03/26

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2025

## NOTES TO THE ACCOUNTS:

1. The Financial Statements of Provide Devon have been prepared in accordance with the Charities SORP (FRS102) on the Receipts & Payments basis.
2. Provide Devon has no Fixed Assets or Investments.
3. The movements in Restricted Funds for the year to 31 December 2025 were:

<u>Restricted Fund</u>	<u>Balance b/f</u>	<u>Receipts</u>	<u>Payments</u>	<u>Transfer</u>	<u>Balance c/f</u>
Crisis Food	8,247	28,000	(30,775)	-	<b>5,472</b>
Staff Support	-	9,000	(9,000)	-	-
Other (Utilities)	-	-	-	-	-
	<b>8,247</b>	<b>37,000</b>	<b>(39,775)</b>	-	<b>5,472</b>

The **Crisis Food Fund** comprises grants given specifically for food for the hampers which can only be spent for that purpose.

The **Staff and Utilities Support Fund** comprises grants given specifically towards those support costs.

Grants for these restricted funds were received from the following organisations and we are most grateful for their support:

- Plymouth City Council - Household Support Fund
- The National Lottery Community Fund
- The Fyrish Foundation

**INDEPENDENT EXAMINER'S REPORT TO  
THE TRUSTEES OF PROVIDE DEVON**

I report on the accounts for the year ended 31 December 2025, which are attached to this report.

***Respective responsibilities of trustees and examiner***

The charity's trustees are responsible for the preparation of the accounts. They consider that an audit is not required for this year (under Section 144(1) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is needed. It is my responsibility to:

- examine the accounts (under section 145(1)(a) of the Act;
- to follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the Act; and
- to state whether particular matters have come to my attention.

***Basis of Independent Examiner's Statement***

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with these records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

***Independent Examiner's Statement***

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
- to keep accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met: or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

.....  
Merlin Mhahin, FAAT, MIP

..... 11/03/2026  
Date

(Fellow of the Association of Accounting Technicians)

Clear Blue Sky Accountancy Ltd, 30B City Business Park, Somerset Place, Plymouth, PL3 4BB

**PROVIDE DEVON**

England & Wales - Charity number 1181135

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# Accounts

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# PROVIDE DEVON

## TRUSTEES' REPORT AND ACCOUNTS YEAR ENDED 31 DECEMBER 2024

CHARITY NUMBER: 1181135

**Registered Address:**

Unit 12, Walkham Business Park,  
Burrington Industrial Estate,  
Plymouth PL5 3LS

## **Trustees’ Report**

### **Aim and Purpose**

Provide Devon was registered as a Charitable Incorporated Organisation with the Charities Commission on 12 December 2018.

The aim of Provide Devon is the prevention and relief of poverty for the public benefit in Devon, through the provision of food hampers to people who are in financial need. The initial area of operational focus since formation is the city of Plymouth.

Provide Devon uses surplus food that is donated by businesses and other food donations from individuals and supplements these supplies through the purchase of fresh produce, to create nutritionally-balanced food parcels. Basic hygiene products can also be added to the parcels.

The Trustees have taken into account the Charity Commission guidance on public benefit and this report outlines how Provide Devon has benefited the public.

### **Activities**

The charity responds to those in financial need, without judgement or discrimination. Support is given to disadvantaged or marginalised individuals and families, meeting the basic requirements of clients through the provision of crisis food hampers.

Clients are referred to Provide Devon by a wide range of referral agents, as detailed in the Operational Review. Hampers are prepared by the charity’s staff and then collected by, or delivered to, those agencies who pass them on to their clients.

Provide Devon endeavours to keep abreast of the provision of food for those in need in Plymouth by maintaining frequent contact with other like-minded providers and agencies and by working together with them, particularly on larger-scale projects.

## **Operational Review**

### **Summary**

Demand for Provide Devon’s services has remained high and steady throughout the year; the charity has made provision to, on average, 105 people each week. The number of referral agencies we work with now stands at 92 organisations, representing the growing number of people facing poverty and seeking emergency food provision across the statutory and voluntary services provided in Plymouth.

Provide Devon continues a referral-only operation with the referral agent collecting the food on behalf of the recipients and delivering directly to them. We have been operating this model since 2020 and this has allowed Provide to develop close working relationships with our referral agents and understanding the needs of their clients, helping us meet the dietary, cultural and religious aspects of the food they require.

Daily operations are undertaken by volunteers and supported by either the operations or deputy manager. Our volunteers are well established and knowledgeable with the workings of the charity and able to meet the demands of a busy day.

### **Food Provision**

In addition to the food purchased in bulk from established suppliers, food donations are received from a number of local sources, the most prominent being donation boxes within Co-op stores across the city. Weekly collections are undertaken by volunteers, who empty the boxes and connect with the store managers to ensure authentic communication happens, enabling the stores to reflect the work of Provide Devon within their local community.

Crisis food packs still include long-life food items as well as fresh produce (such as bread, fruit and vegetables), chilled food (milk, butter and cheese), and hygiene items where possible.

Our food provision comes through our well-established partnerships with:

- Warburtons, who provide us with fresh bread each week;
- FareShare South West, who distribute surplus food to charities that turn it into meals;
- Tamar Fresh, who donate fresh fruit and vegetables each week;
- Westcountry Seafoods;
- Co-op, who offer us any surplus food from several of their shops, as well as hosting food collection boxes in many of their Plymouth stores;
- Lidl, who offer and supply surplus food from distribution centre;
- Booker (via Foodiverse) who offer surplus food when available;
- Organisations and local businesses who support the charity through donations;
- Individuals in the local community, who support the charity with private donations.

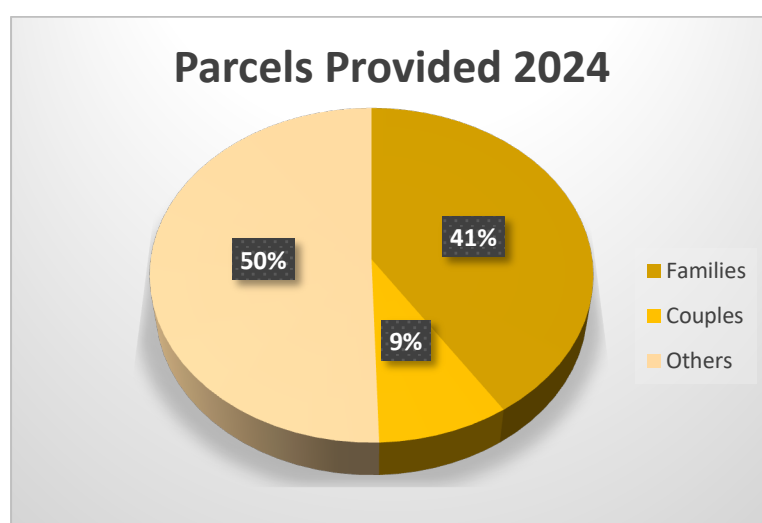
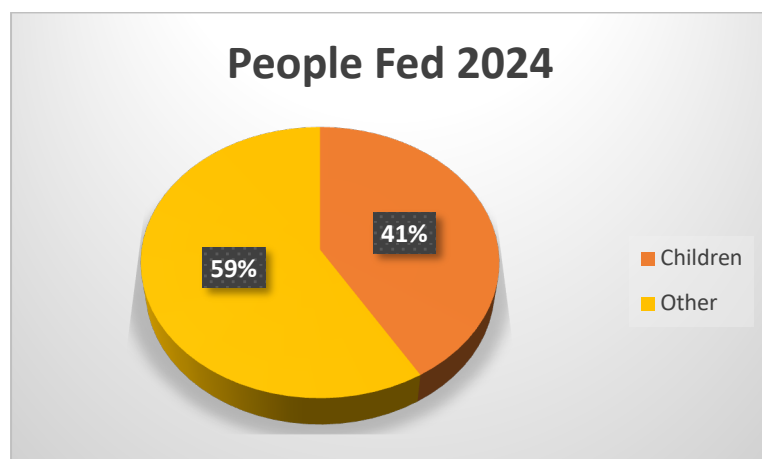
### **Staff & Volunteers**

During the period, Provide Devon was managed by a Charity Manager and Deputy Manager, who oversee the operations, with 24 core volunteers. Our volunteers have all undertaken training in the day-to-day operations of the Charity, including health and safety. The majority of our volunteers are long established.

The Board of Trustees have delegated the day to day running and operational decisions to the management and the volunteer team, which includes, admin support, stock management, health and safety and food deliveries.

### **Crisis Food Parcels**

The demand for our services in 2024 has remained high; the charity processed a total of **44.25 tonnes** of food, enabling us to increase the number of people being fed. The number of food parcels provided rose to **2,495**, of which **1,016** (41%) were received by families. The total number of people fed during the year was **5,466**, with **2,261** (41%) of those being children.



## Referral Agents

Our referral agents fall within the following sectors

- Education – Children’s centres, preschools, primary schools, secondary schools, colleges
- Health – NHS, private doctors, mental health & wellbeing practitioners, addiction and abuse support agencies, counsellors
- Reform – National probation services, ex offending support services, Police
- Social & Faith – Local churches, youth clubs, community grass root groups
- Housing – Associations, homelessness assistance, temporary housing organisations
- Local Authorities - Children services, family services, vulnerable adult services
- Refugees
- Modern Slavery and Trafficking

## Fundraising

In 2023, Provide Devon commenced an agreement for the purchase of fundraising services from Kairos Fundraising Solutions and the initial phase was extended throughout 2024. Under this agreement the Charity paid £8,500 during the year (2023: £6,000) and, as a result of a series of bid requests, received grants totalling £48,201 during the year (2023: £23,500), as detailed in the Financial Review.

Given the success of this relationship, the fundraising agreement has been extended further into 2025, with additional grant incomes already secured.

## **Financial Review**

Provide Devon generated net receipts of £6,593 during the year (2023: net payments of £13,002). At 31 December 2024, the General Fund balance was £19,514 and the Restricted Fund balance was £8,247 for Crisis Food.

During the year, income comprised the following:

- **Grants and donations from organisations** totalling £28,309 (2023: £21,261), including donations of £500 or more from: Plymouth City Council - Household Support Fund, Plymouth Community Homes, Hope Baptist Church, HQW Aerospace, Plymouth Harriers, Making a Difference Locally, Meatyard PT;
- **Donations from individuals** totalling £10,940 (2023: £14,813), received directly by the Charity or via on-line giving through its People’s Fundraising webpage;
- **Gift Aid reclaims** totalling £1,457 (2023: £1,645);
- **Fundraising grants** totalling £48,201 (2023: £23,500) from: The National Lottery Community Fund (of which £15,297 related to expenditure incurred late in 2023), Livewell Foundation, Beatrice Laing Trust, Souter Charitable Trust, Elmgrant Trust, Angela Gallagher Memorial Trust;
- **Local fundraising events** totalling £705 (2023: £740).

Provide Devon has a lease on Unit 12, Walkham Business Park and the landlord has continued to charge minimal costs through 2024, for which the Charity remains most grateful.

During the year, Provide Devon was run by the Charity Manager and part-time Assistant Manager, supported by a number of dedicated volunteers who provide invaluable assistance in running the charity.

Apart from the cost of payroll and premises, the bulk of expenditure is focused on the specific role of the charity - the provision of crisis food parcels.

## **Reserves Policy**

The Trustees have agreed a reserves policy of maintaining a balance on unrestricted funds (where possible) equating to at least three months of routine activity costs for the charity - approximately £12,000 at the current level of operation.

At the end of 2024, unrestricted funds were sufficient to cover three months of wages costs for the employed staff plus three months of premises and office costs for the distribution warehouse unit.

## **Structure, Governance and Management**

Provide Devon is governed by the Trustees as set out in the Constitution. The day-to-day management of the Charity is delegated to the Charity Manager who works with the Assistant Manager and a number of volunteers to take delivery of food supplies, to prepare the food hampers and deliver them to referral agencies.

Trustees meet approximately every three months during the year to review operational activities, consider strategy and to respond to any changes in the local food-provision environment.

### **Trustees**

The Trustees who served during the year were:

Marc Nash (Chair)  
Graham Stirling  
David Simpkins  
Jean Potter  
Chris Hayter

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

## PROVIDE DEVON FINANCIAL STATEMENTS

## RECEIPTS &amp; PAYMENTS ACCOUNT for the year to 31 December 2024

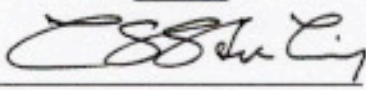
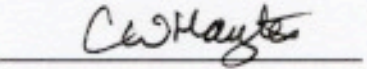
	<u>Unrestricted</u> funds £	<u>Restricted</u> funds £	<u>Total funds</u> £	<u>Prior Year</u> £
Donations & Grants	20,749	66,701	87,450	59,074
Gift Aid Reclaim	1,457		1,457	4,761
Fund Raising Events	705		705	730
Bank Interest	610		610	177
<b>Total Receipts</b>	<b>23,520</b>	<b>66,701</b>	<b>90,221</b>	<b>64,742</b>
Cost of Distribution	0	60,045	60,045	32,300
Raising Funds	8,500		8,500	6,000
Office/Admin costs	15,083		15,083	39,445
Office Set Up/Refurbishment			0	0
<b>Total Payments</b>	<b>23,583</b>	<b>60,045</b>	<b>83,628</b>	<b>77,744</b>
<b>Net of receipts/(payments)</b>	<b>(63)</b>	<b>6,656</b>	<b>6,593</b>	<b>(13,002)</b>
Transfers between funds	4,011	(4,011)	0	0
Funds Balance b/f at 01-Jan-24	14,385	5,602	19,988	32,990
Funds Balance c/f at 31-Dec-24	<b>18,333</b>	<b>8,247</b>	<b>26,581</b>	<b>19,988</b>

## STATEMENT OF ASSETS &amp; LIABILITIES as at 31 December 2024

	<u>Unrestricted</u> funds £	<u>Restricted</u> funds £	<u>Total funds</u> £	<u>Prior Year</u> £
Cash funds - Bank accounts	19,414	8,247	27,661	21,017
Cash funds - Cash in hand	100		100	100
<b>Total Cash funds</b>	<b>19,514</b>	<b>8,247</b>	<b>27,761</b>	<b>21,117</b>

	<u>Fund to which</u> <u>liability relates</u>	<u>Amount due</u> £	<u>Prior year</u> £
Liabilities - HMRC EE NI/PAYE	Unrestricted	1,055	1,012
Liabilities - Pension	Unrestricted	125	117
<b>Total Liabilities</b>		<b>1,180</b>	<b>1,129</b>

Signed by two trustees on behalf of the  
Board of Trustees

<u>Signature</u>	<u>Name</u>	<u>Date</u>
	G. STIRLING	<u>10.09.25</u>
	C. HAYTER	<u>10.09.25</u>

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

## NOTES TO THE ACCOUNTS:

1. The Financial Statements of Provide Devon have been prepared in accordance with the Charities SORP (FRS102) on the Receipts & Payments basis.
2. Provide Devon has no Fixed Assets or Investments.
3. The movements in Restricted Funds for the year to 31 December 2024 were:

<u>Restricted Fund</u>	<u>Balance b/f</u>	<u>Receipts</u>	<u>Payments</u>	<u>Transfer</u>	<u>Balance c/f</u>
Crisis Food	5,602	39,800	(33,144)	(4,011)	<b>8,247</b>
Staff Support	-	24,921	(24,921)		-
Other (Utilities)		1,980	(1,980)		
	<b>5,602</b>	<b>66,701</b>	<b>(60,045)</b>	<b>(4,011)</b>	<b>8,247</b>

The **Crisis Food Fund** comprises grants given specifically for food for the hampers which can only be spent for that purpose. £4,011 of the balance brought forward was transferred to the General fund, to reflect the additional items financed by General Fund for the food parcels in previous years.

The **Staff and Utilities Support Fund** comprises grants given specifically towards those specific support costs.

Grants for these restricted funds were received from the following organisations and we are most grateful for their support:

- National Lottery – Community Fund
- Plymouth City Council - Household Support Fund
- Livewell Foundation
- Elmgrant Trust

**INDEPENDENT EXAMINER'S REPORT TO  
THE TRUSTEES OF PROVIDE DEVON**

I report on the accounts for the year ended 31 December 2024, which are attached to this report.

***Respective responsibilities of trustees and examiner***

The charity's trustees are responsible for the preparation of the accounts. They consider that an audit is not required for this year (under Section 144(1) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is needed. It is my responsibility to:

- examine the accounts (under section 145(1)(a) of the Act;
- to follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the Act; and
- to state whether particular matters have come to my attention.

***Basis of Independent Examiner's Statement***

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with these records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

***Independent Examiner's Statement***

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
- to keep accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met: or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

  
.....

Merlin Mbahin, FAAT, MIP

(Fellow of the Association of Accounting Technicians)

Clear Blue Sky Accountancy Ltd, 30B City Business Park, Somerset Place, Plymouth, PL3 4BB

02/09/2025  
.....

Date

**PROVIDE DEVON**

England & Wales - Charity number 1181135

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# Accounts

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# PROVIDE DEVON

## TRUSTEES' REPORT AND ACCOUNTS YEAR ENDED 31 DECEMBER 2023

CHARITY NUMBER: 1181135

**Registered Address:**

Unit 12, Walkham Business Park,  
Burrington Industrial Estate,  
Plymouth PL5 3LS

## **Trustees’ Report**

### **Aim and Purpose**

The aim of Provide Devon is the prevention and relief of poverty for the public benefit in Devon, through the provision of food hampers to people who are in financial need. The initial area of focus, during the early years of operation since formation in December 2018, is the city of Plymouth.

Provide Devon uses surplus food that is donated by businesses and individuals and supplements this, through the purchase of fresh produce, to create nutritionally-balanced food parcels. Basic hygiene products can also be added.

The Trustees have taken into account the Charity Commission guidance on public benefit and this report outlines how Provide Devon has benefited the public.

### **Activities**

The charity responds to those in financial need, without judgement or discrimination. Support is given to disadvantaged or marginalised individuals and families, meeting the basic requirements of clients through the provision of crisis food hampers.

Clients are referred to Provide Devon by a wide range of referral agents, as detailed in the Operational Review. Hampers are prepared by the charity’s staff and then collected by, or delivered to, those agencies who pass them on to their clients.

Provide Devon endeavours to keep abreast of the provision of food for those in need in Plymouth by maintaining frequent contact with other like-minded providers and agencies and by working together with them, particularly on larger-scale projects.

## **Operational Review**

### **Summary**

During 2023, we have seen a dramatic increase in demand for Provide’s services, because of the impact of world events on the economy. The rise in demand also saw an increasing engagement with referral agencies; currently this number stands at 90 organisations, representing the growing number of people facing poverty and seeking emergency food provision across the statutory and voluntary services provided in Plymouth.

Provide continues a referral only operation, with the referral agent collecting the food on behalf of the recipients and delivering directly to them. We have been operating this model since the restrictions of 2020 and this has allowed Provide to develop close working relationships with our referral agents and understanding the needs of their clients, helping us meet the dietary, cultural and religious aspects of the food they require.

Daily operations are undertaken by volunteers and supported by either the Operations Manager or Deputy Manager. Our volunteers are well-established and knowledgeable with the workings of the charity and able to meet the demands of a busy day.

### **Food Provision**

Food donations come from a number of local sources, the prominent being donation boxes within Coop stores across the city. Weekly collections are undertaken by our volunteers, who empty the boxes and connect with the store managers to ensure that authentic communication happens and that the stores to reflect the work of Provide within their local community.

Crisis food packs continue to include long-life food items as well as fresh produce (such as bread, fruit and vegetables), chilled food (milk, butter and cheese) and hygiene items, where possible.

Our food provision comes through our well-established partnerships with:

- Warburtons, who provide us with fresh bread each week.
- FareShare SW, who distribute surplus food to charities that turn it into meals.
- Tamar Fresh, who donate fresh fruit and vegetables each week.
- Westcountry Seafoods.
- Co-op, who offer us any surplus food from several of their shops, as well as hosting food collection boxes in many of their Plymouth stores.
- Lidl, who offer and supply surplus food from distribution centre.
- Booker, who offer surplus food when available.
- Organisations and local businesses who support the charity through donations.
- Members of the local community, who support the charity with private donations.

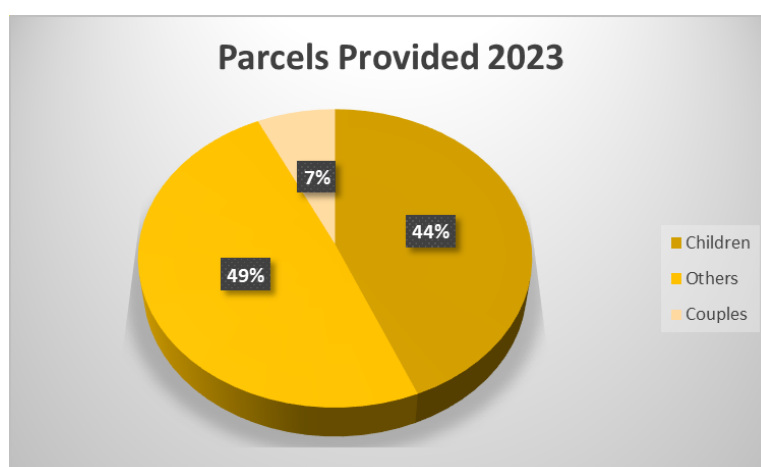
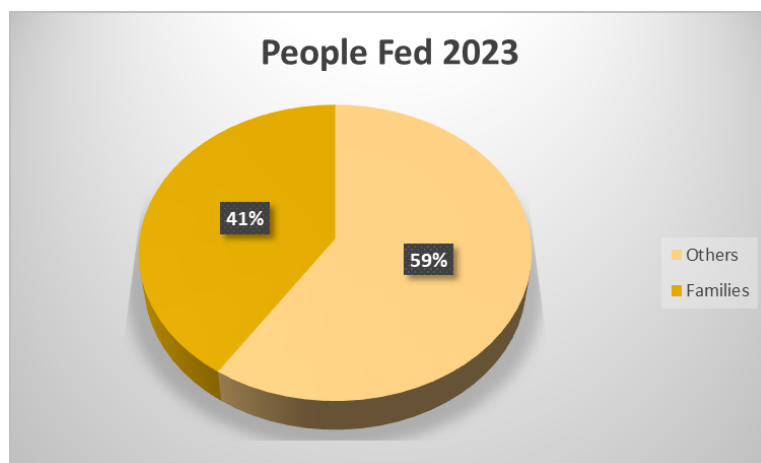
### **Staff & Volunteers**

During the period, Provide Devon was managed by an Operations/Charity Manager, Deputy Manager and 22 core Volunteers. Our volunteers have all undertaken training in the day-to-day operations of the charity, including health and safety. The majority of our volunteers are long established.

Board of Trustees have delegated the day to day running and operational decisions the manager and the volunteer team, which includes, admin support, stock management, health and safety and food deliveries.

### **Crisis Food Parcels**

Provide has throughout the year been consistently providing emergency food parcels to recipients via referral agents. The demand has remained such that we have seen an increase in the number of people being fed. **2,620** food parcels were provided of which **1,068** recipients were families. The total number of people fed during the year was **5,911**, with **2,527** of those being children.



## Referral Agents

Our referral agents fall within the following sectors:

- Education – Children centres, pre-schools, primary schools, secondary schools, colleges
- Health – NHS, private doctors, mental health & wellbeing practitioners, addiction and abuse support agencies, counsellors
- Reform – National probation services, ex offending support services, Police
- Social & Faith – Local churches, youth clubs, community grass root groups
- Housing – Associations, homelessness assistance, temporary housing organisations
- Local Authorities - Children services, family services, vulnerable adult services
- Refugee
- Modern Slavery and Trafficking

## Fundraising

In 2023, Provide Devon commenced an agreement for the purchase of fundraising services from Kairos Fundraising Solutions for an initial phase. Under this agreement the Charity paid £6,000 in fees in 2023 and, as a result of a series of bid requests, received grants totalling £23,500 during the year, as detailed below.

Since the year end, further fees of £1,500 have been paid under the initial phase of fundraising and a second phase of services has been secured. Under this latter phase, a grant has already

been secured from The National Lottery Community Fund, relating to expenditure of £15,297 incurred before the end of 2023.

## **Financial Review**

Provide Devon was registered as a Charitable Incorporated Organisation with the Charities Commission on 12 December 2018.

At 31 December 2023, Provide Devon had a General Fund balance of £1,386 and a Restricted Fund Balance of £9,602 for Crisis Food.

During the year, income comprised donations from individuals and organisations, together with donations/grants as follows:

Plymouth City Council, National Lottery fund, Souter Charitable Trust, Barden, Plymouth Community Homes, The Building Forum, Co-op, Nisa (MADL), City Church, Hope Baptist Church and regular online donations.

Provide Devon is most grateful for all support received and would like to thank David Gower for his support along with our dedicated trustees and volunteers. We are also incredibly grateful to the Spar shops, Coop stores and Booker for their regular food donations.

Provide Devon took a lease on Unit 12, Walkham Business Park from late 2018 and the landlord continued allow us to occupy rent free for 2023. Provide Devon is most grateful for this support.

During 2023, Provide Devon was run by the Charity Manager (Steve Bailey) and a part time Deputy Manager, who is employed for 15 hours a week. The Charity Manager is also supported by a number of dedicated volunteers who provide invaluable assistance in running the charity.

Apart from the cost of payroll and premises, the bulk of expenditure is focused on the specific role of the charity - the provision of crisis food parcels.

## **Reserves Policy**

The Trustees have agreed a reserves policy of maintaining a balance on unrestricted funds (where possible) equating to at least three months running costs for the charity - around £10,000 at current level of costs.

At the end of 2023, there were sufficient unrestricted funds to cover three months of salary costs for the employed staff at their current hours plus three months of rent & running costs for the distribution warehouse unit.

## **Structure, Governance and Management**

Provide Devon is governed by the Trustees as set out in the Constitution. The day- to-day management of the Charity is delegated to the Charity Manager who works with a number of volunteers to take delivery of food supplies, prepare and deliver the food hampers.

Trustees met approximately every two months during the year, to consider strategy and operational activities and to respond to the challenges imposed by the Coronavirus pandemic.

### **Trustees**

The Trustees who served during the year were:

Marc Nash (Chair)  
Graham Stirling  
David Simpkins  
Jean Potter  
Chris Hayter

Provide Devon – Trustees’ Report & Accounts - Year to 31 December 2023

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

RECEIPTS & PAYMENTS ACCOUNT for the year to 31 December 2023


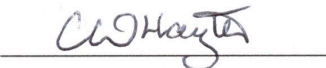
	<u>Unrestricted</u> <u>funds</u> £	<u>Restricted</u> <u>funds</u> £	<u>Total funds</u> £	<u>Prior Year</u> £
Donations & Grants	28,199	30,875	59,074	53,908
Gift Aid Reclaim	4,761		4,761	1,267
Fund Raising Events	730		730	3,935
Bank Interest	177		177	49
<b>Total Receipts</b>	<b>33,867</b>	<b>30,875</b>	<b>64,742</b>	<b>59,159</b>
Cost of Distribution	1,423	30,877	32,300	22,207
Raising Funds	6,000		6,000	0
Office/Admin costs	39,445		39,445	37,777
Office Set Up/Refurbishment			0	0
<b>Total Payments</b>	<b>46,868</b>	<b>30,877</b>	<b>77,744</b>	<b>59,984</b>
<b>Net of receipts/(payments)</b>	<b>(13,001)</b>	<b>(2)</b>	<b>(13,002)</b>	<b>(825)</b>
<b>Transfers between funds</b>	<b>1,000</b>	<b>(1,000)</b>	<b>0</b>	<b>0</b>
<b>Funds Balance b/f at 01-Jan-23</b>	<b>26,386</b>	<b>6,604</b>	<b>32,990</b>	<b>33,815</b>
<b>Funds Balance c/f at 31-Dec-23</b>	<b>14,385</b>	<b>5,602</b>	<b>19,988</b>	<b>33,815</b>

STATEMENT OF ASSETS & LIABILITIES as at 31 December 2023

	<u>Unrestricted</u> <u>funds</u> £	<u>Restricted</u> <u>funds</u> £	<u>Total funds</u> £	<u>Prior Year</u> £
<b>Cash funds - Bank accounts</b>	<b>15,415</b>	<b>5,602</b>	<b>21,017</b>	<b>33,968</b>
<b>Cash funds - Cash in hand</b>	<b>100</b>		<b>100</b>	<b>65</b>
<b>Total Cash funds</b>	<b>15,515</b>	<b>5,602</b>	<b>21,117</b>	<b>34,033</b>

	<u>Fund to which</u> <u>liability relates</u>	<u>Amount due</u> £	<u>Prior year</u> £
<b>Liabilities - HMRC EE NI/PAYE</b>	Unrestricted	<b>1,012</b>	<b>935</b>
<b>Liabilities - Pension</b>	Unrestricted	<b>117</b>	<b>108</b>
<b>Total Liabilities</b>		<b>1,129</b>	<b>1,043</b>

Signed by two trustees on behalf of the Board of Trustees

Signature	Name	Date
	M. NASH	10 June 2024
	C. HAYTER	10 June 2024

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

NOTES TO THE ACCOUNTS:

1. The Financial Statements of Provide Devon have been prepared in accordance with the Charities SORP (FRS102) on the Receipts & Payments basis.
2. Provide Devon has no Fixed Assets or Investments.
3. The movements in Restricted Funds for the year to 31 December 2023 were:

<u>Restricted Fund</u>	<u>Balance b/f</u>	<u>Receipts</u>	<u>Payments</u>	<u>Transfer</u>	<u>Balance c/f</u>
Crisis Food	6,604	29,875	(30,877)	-	<b>5,602</b>
Staff Support	-	1,000	-	(1,000)	-
	<b>6,604</b>	<b>30,875</b>	<b>(30,877)</b>	<b>(1,000)</b>	<b>5,602</b>

The **Crisis Food** fund comprises donations given specifically for food for the hampers which can only be spent for that purpose.

Donations/Grants for the restricted funds were received from the following and we are most grateful for their support:

- Truemark Trust
- 29 May 1961 Charitable Trust
- Norman Family Trust
- Beatrice Lang Trust
- Plymouth City Council Household Support Fund
- National Lottery

## **Report of the Independent Examiner to the Trustees of the charity on the accounts for the year ended 31 December 2023**

I report on the financial statements of Provide Devon for the year ended 31 December 2023.

### **Respective responsibilities of the Trustees and the Independent Examiner**

As the trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the charities Act 2011 ('the Act')

The Trustees consider that the audit requirement of Section 144(1) of the Charities Act 2011 (the Act) does not apply, and that there is no requirement in the Governing Document for the conducting of an audit. As a consequence, the Trustees have elected that the financial statements be subject to independent examination.

Having satisfied myself that the charity is not subject to audit under any legal provision, or otherwise, and is eligible for independent examination, it is my responsibility to: -

- a) examine the accounts under Section 145 of the Act;
- b) follow the procedures in the General Directions given by the Charity Commission under section 145(5)(b) of the Act and;
- c) state whether particular matters have come to my attention.

### **Basis of Independent Examiner's Statement and scope of work undertaken**

I conducted my examination in accordance with the General Directions given by the Charity Commission under section 145(5)(b) of the Act, setting out the duties of an Independent Examiner in relation to the conducting of an Independent Examination. An Independent Examination includes a review of the accounting records kept by the charity and of the accounting systems employed by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from you, as Trustees, concerning such matters. The purpose of the examination is to establish as far as possible that there have been no breaches of charity legislation and that the financial statements comply with the SORP, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements.

The procedures undertaken do not provide all the evidence that would be required in an audit, and information supplied by the Trustees in the course of the examination is not subjected to audit tests or enquiries, and consequently I do not express an audit opinion on the view given by the financial statements, and in particular, I express no opinion as to whether the financial statements give a true and fair view of the affairs of the charity, and my report is limited to the matters set out in the statement below.

I planned and performed my examination so as to satisfy myself that the objectives of the Independent Examination are achieved and before finalising the report, I obtained written assurances from the Trustees of all material matters.

## **Independent Examiner's Statement, Report and Opinion**

Subject to the limitations upon the scope of my work as detailed above, in connection with my examination, I can confirm that: -

This is a report in respect of an examination carried out under 145 of the Act and in accordance with General Directions given by the Charity Commission under section 145(5)(b) of the Act which may be applicable;

and that no matter has come to my attention in connection with my examination which gives me reasonable cause to believe that in any material respect the requirements: -

to keep accounting records in accordance with Section 130 of The Charities Act 2011;

have been prepared in accordance with The Charities Act 2011. and with the methods and principles set out in the FRS102 Statement of Recommended Practice - Accounting and Reporting by Charities (effective January 2016)

have not been met or to which, in my opinion, attention should be drawn in my report in order to enable a proper understanding of the accounts to be reached;

Merlin Mbahin FAAT, MIP - Independent Examiner, of

Clear Blue Sky Accountancy Ltd  
Licensed Accountants  
30B City Business Park  
Somerset Place  
Plymouth  
PL3 4BB

This report was signed on 21 May 2024

**PROVIDE DEVON**

England & Wales - Charity number 1181135

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# Accounts

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# PROVIDE DEVON

## TRUSTEES' REPORT AND ACCOUNTS YEAR ENDED 31 DECEMBER 2022

CHARITY NUMBER: 1181135

**Registered Address:**

Unit 12, Walkham Business Park,  
Burrington Industrial Estate,  
Plymouth PL5 3LS

## **Trustees’ Report**

### **Aim and Purpose**

The aim of Provide Devon is the prevention and relief of poverty for the public benefit in Devon, through the provision of food hampers to people who are in financial need. The initial area of focus, during the early years of operation since formation in December 2018, is the city of Plymouth.

Provide Devon uses surplus food that is donated by businesses and individuals and supplements this, through the purchase of fresh produce, to create nutritionally-balanced food parcels. Basic hygiene products can also be added.

The Trustees have taken into account the Charity Commission guidance on public benefit and this report outlines how Provide Devon has benefited the public.

### **Activities**

The charity responds to those in financial need, without judgement or discrimination. Support is given to disadvantaged or marginalised individuals and families, meeting the basic requirements of clients through the provision of crisis food hampers.

Clients are referred to Provide Devon by a wide range of referral agents, as detailed in the Operational Review. Hampers are prepared by the charity’s staff and then collected by, or delivered to, those agencies who pass them on to their clients.

Provide Devon endeavours to keep abreast of the provision of food for those in need in Plymouth by maintaining frequent contact with other like-minded providers and agencies and by working together with them, particularly on larger-scale projects.

## **Operational Review**

### **Summary**

Provide Devon has continued to increase the number of referral agents it supports and the number of requests each month has also increased. The rise in referral agents and subsequent referrals has highlighted the growing need of people seeking emergency food provision across the statutory and voluntary services provided in Plymouth. It has been a year of change that has presented challenges but Provide Devon has been able to meet the rise in demand of crisis food packs “head on” despite the Covid-19 restrictions we all faced. Operationally, the charity moved to a collection-only model and reduced the daily volunteer numbers to two in the unit at any one time. Referrals were collected by the agents at a given time which enabled a managed transition of parcels throughout the day.

## Food Provision

The charity has again seen a decrease in public food donations, although still coming in from our collection points within the Coop stores city wide. We were also blessed to have been chosen as a focal point of many local schools and churches during Harvest and received a plentiful supply of ambient food items which helped supplement the need to buy food items over this period as the demand has risen.

Crisis food packs still include long-life food items as well as fresh produce (such as bread, fruit and vegetables), chilled food (milk, butter and cheese), and hygiene items where possible.

Our food provision comes through partnerships with:

- Warburtons, who provide us with fresh bread each week
- FareShare SW, who distribute surplus food to charities that turn it into meals
- Tamar Fresh, who donate fresh fruit and vegetables each week
- Co-op, who offer us any surplus food from several of their shops, as well as hosting food collection boxes in many of their Plymouth stores
- Lidl, who offer and supply surplus food from distribution centre
- Booker, who offer surplus food when available
- Organisations, who support the charity through donations
- Members of the local community, who support the charity with private donations.

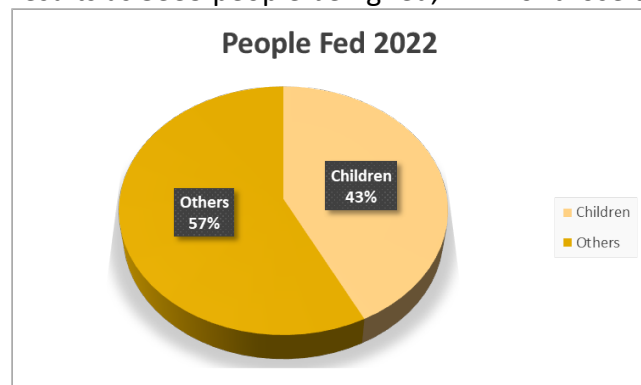
## Staff & Volunteers

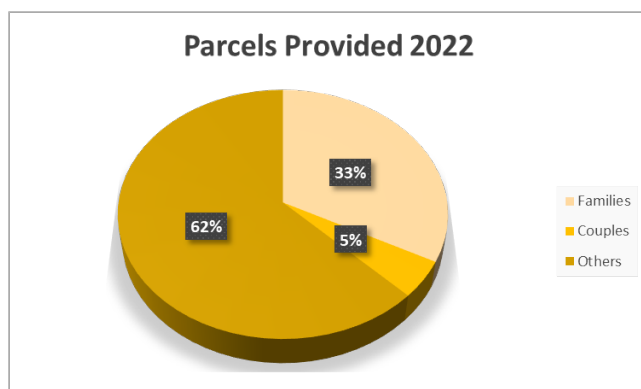
During the period, Provide Devon was managed by an Operations/Charity Manager, Assistant

Manager and 14 core Volunteers. The reduction in volunteers from 30 was in part due to some isolating and enabling safe operations in the unit to meet the demand in service. The Board of Trustees have delegated the day to day running and operational decisions the manager and the volunteer team, which includes, admin support, stock management, health and safety and food deliveries.

## Crisis Food Parcels

The charity has again seen an increase this past year in direct referrals from registered agencies. We provided **2714** food parcels of which **885** recipients were families which results as **5339** people being fed, **2271** of those children.





## **Referral Agents**

Our referral agents fall within the following sectors

- Education – Children centres, preschools, primary schools, secondary schools, colleges
- Health – NHS, private doctors, mental health & wellbeing practitioners, addiction and abuse support agencies, counsellors
- Reform – National probation services, ex offending support services
- Social & Faith – Local churches, youth clubs, community grass root groups
- Housing – Associations, homelessness assistance, temporary housing organisations
- Local Authorities - Children services, family services, vulnerable adult services
- Refugee
- Modern Slavery and Trafficking

## **Financial Review**

Provide Devon was registered as a Charitable Incorporated Organisation with the Charities Commission on 12 December 2018.

At 31 December 2022, Provide Devon had a General Fund balance of £26,386 and a Restricted Fund Balance of £6,604 for Crisis Food.

During the year, income comprised donations from individuals and organisations, together with grants as follows:

Plymouth City Council, Nisa (MADL), Tesco and our own fundraising efforts with a Quiz night and regular online donations.

Provide Devon is most grateful for all support received and would like to thank David Gower for his support along with our dedicated trustees and volunteers. We are also incredibly grateful to the Spar shops, Coop stores and Booker for their regular food donations.

Provide Devon took a lease on Unit 12, Walkham Business Park from late 2018 and the landlord continued to charge a minimal rent for 2022. Provide Devon is most grateful for this support.

During 2022, Provide Devon was run by the Charity Manager (Steve Bailey) and a part time assistant employed for 15 hours a week. The Charity Manager is also supported by a number of dedicated volunteers who provide invaluable assistance in running the charity.

Apart from the cost of payroll and premises, the bulk of expenditure is focused on the specific role of the charity - the provision of crisis food parcels.

### **Reserves Policy**

The Trustees have agreed a reserves policy of maintaining a balance on unrestricted funds (where possible) equating to at least three months running costs for the charity - around £10,000 at current level of costs.

At the end of 2022, there was sufficient unrestricted funds to cover 6 months wages for the employed staff at current hours and 6 months of rent & running costs for the distribution warehouse unit.

### **Structure, Governance and Management**

Provide Devon is governed by the Trustees as set out in the Constitution. The day- to-day management of the Charity is delegated to the Charity Manager who works with a number of volunteers to take delivery of food supplies, prepare and deliver the food hampers.

Trustees met approximately every two months during the year, to consider strategy and operational activities and to respond to the challenges imposed by the Coronavirus pandemic.

### **Trustees**

The Trustees who served during the year were:

Marc Nash (Chair)  
Graham Stirling  
David Simpkins  
Jean Potter  
Chris Hayter

FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 DECEMBER 2022

PROVIDE DEVON FINANCIAL STATEMENT

RECEIPTS & PAYMENTS ACCOUNT for the year to 31 December 2022

	Unrestricted funds	Restricted funds	Total funds	Prior Year
	£	£	£	£
Donations & Grants	31,023	22,885	53,908	41,812
Gift Aid Reclaim	1,267	-	1,267	1,613
Fund Raising Events	3,935	-	3,935	-
Bank Interest	49	-	49	4
<b>Total Receipts</b>	<b>36,274</b>	<b>22,885</b>	<b>59,159</b>	<b>43,429</b>
Cost of Distribution	3,097	19,110	22,207	21,043
Raising Funds	-	-	-	-
Office/Admin costs	37,777	-	37,777	36,102
Office Set Up/Refurbishment	-	-	-	584
<b>Total Payments</b>	<b>40,874</b>	<b>19,110</b>	<b>59,984</b>	<b>57,729</b>
<b>Net of receipts/(payments)</b>	<b>(4,600)</b>	<b>3,775</b>	<b>(825)</b>	<b>(14,300)</b>
Transfers between funds	-	-	-	-
Funds Balance last year end	30,986	2,829	33,815	48,115
<b>Funds Balance at year end</b>	<b>26,386</b>	<b>6,604</b>	<b>32,990</b>	<b>33,815</b>

STATEMENT OF ASSETS & LIABILITIES AS AT 31 DECEMBER 2022

	Unrestricted funds	Restricted funds	Prior Year 31 Dec 2021
	£	£	£
<b>Cash funds</b>			
Bank Accounts	27,364	6,604	34,826
Cash in hand	65	-	-
<b>Total cash funds</b>	<b>27,429</b>	<b>6,604</b>	<b>34,826</b>

	Fund to which liability relates	Amount due	Amount due
<b>Liabilities</b>			
HMRC EE NI/PAYE	Unrestricted Fund	935	912
Pension	Unrestricted Fund	108	99

Signed by two trustees on behalf of all the trustees

Signature

Print Name

Date

  
C. HAYTER

M NASH

C HAYTER

13th September  
2023  
13/09/2023

FINANCIAL STATEMENTS FOR THE YEAR PERIOD ENDED 31 DECEMBER 2022

NOTES:

1. The Financial Statements of Provide Devon have been prepared in accordance with the Charities SORP (FRS102) on the Receipts & Payments basis.
2. Provide Devon has no Fixed Assets or Investments.
3. The movements in Restricted Funds for the year to 31 December 2022 were:

<b>Restricted Fund</b>	<b>Opening Balance</b>	<b>Receipts</b>	<b>Payments</b>	<b>Transfer</b>	<b>Bal c/fwd</b>
Crisis Food	2,829	22,885	(19,110)	-	6,604
	<u>2,829</u>	<u>22,885</u>	<u>(19,110)</u>	<u>-</u>	<u>6,604</u>

The **Crisis Food** fund comprises donations given specifically for food for the hampers which can only be spent for that purpose.

## **Report of the Independent Examiner to the Trustees of the charity on the accounts for the year ended 31 December 2022**

I report on the financial statements of Pride Devon for the year ended 31 December 2022.

### **Respective responsibilities of the Trustees and the Independent Examiner**

As the trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the charities Act 2011 ('the Act')

The Trustees consider that the audit requirement of Section 144(1) of the Charities Act 2011 (the Act) does not apply, and that there is no requirement in the Governing Document for the conducting of an audit. As a consequence, the Trustees have elected that the financial statements be subject to independent examination.

Having satisfied myself that the charity is not subject to audit under any legal provision, or otherwise, and is eligible for independent examination, it is my responsibility to: -

- a) examine the accounts under Section 145 of the Act;
- b) follow the procedures in the General Directions given by the Charity Commission under section 145(5)(b) of the Act and;
- c) state whether particular matters have come to my attention.

### **Basis of Independent Examiner's Statement and scope of work undertaken**

I conducted my examination in accordance with the General Directions given by the Charity Commission under section 145(5)(b) of the Act, setting out the duties of an Independent Examiner in relation to the conducting of an Independent Examination. An Independent Examination includes a review of the accounting records kept by the charity and of the accounting systems employed by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from you, as Trustees, concerning such matters. The purpose of the examination is to establish as far as possible that there have been no breaches of charity legislation and that the financial statements comply with the SORP, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements.

The procedures undertaken do not provide all the evidence that would be required in an audit, and information supplied by the Trustees in the course of the examination is not subjected to audit tests or enquiries, and consequently I do not express an audit opinion on the view given by the financial statements, and in particular, I express no opinion as to whether the financial statements give a true and fair view of the affairs of the charity, and my report is limited to the matters set out in the statement below.

I planned and performed my examination so as to satisfy myself that the objectives of the Independent Examination are achieved and before finalising the report, I obtained written assurances from the Trustees of all material matters.

## Independent Examiner's Statement, Report and Opinion

Subject to the limitations upon the scope of my work as detailed above, in connection with my examination, I can confirm that: -

This is a report in respect of an examination carried out under 145 of the Act and in accordance with General Directions given by the Charity Commission under section 145(5)(b) of the Act which may be applicable;

and that no matter has come to my attention in connection with my examination which gives me reasonable cause to believe that in any material respect the requirements: -

to keep accounting records in accordance with Section 130 of The Charities Act 2011;

have been prepared in accordance with The Charities Act 2011. and with the methods and principles set out in the FRS102 Statement of Recommended Practice - Accounting and Reporting by Charities (effective January 2016)

have not been met or to which, in my opinion, attention should be drawn in my report in order to enable a proper understanding of the accounts to be reached;



Merlin Mbahin FAAT, MIP - Independent Examiner, of

Clear Blue Sky Accountancy Ltd  
Licensed Accountants  
30B City Business Park  
Somerset Place  
Plymouth  
PL3 4BB

This report was signed on 13/09/2023

**PROVIDE DEVON**

England & Wales - Charity number 1181135

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# Accounts

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# PROVIDE DEVON

## TRUSTEES' REPORT AND ACCOUNTS YEAR ENDED 31 DECEMBER 2021

CHARITY NUMBER: 1181135

**Registered Address:**

Unit 12, Walkham Business Park,  
Burrington Industrial Estate,  
Plymouth PL5 3LS

## **Trustees’ Report**

### **Aim and Purpose**

The aim of Provide Devon is the prevention and relief of poverty for the public benefit in Devon, through the provision of food hampers to people who are in financial need. The initial area of focus, during the early years of operation since formation in December 2018, is the city of Plymouth.

Provide Devon uses surplus food that is donated by businesses and individuals and supplements this, through the purchase of fresh produce, to create nutritionally-balanced food parcels. Basic hygiene products can also be added.

The Trustees have taken into account the Charity Commission guidance on public benefit and this report outlines how Provide Devon has benefited the public.

### **Activities**

The charity responds to those in financial need, without judgement or discrimination. Support is given to disadvantaged or marginalised individuals and families, meeting the basic requirements of clients through the provision of crisis food hampers.

Clients are referred to Provide Devon by a wide range of referral agents, as detailed in the Operational Review. Hampers are prepared by the charity’s staff and then collected by, or delivered to, those agencies who pass them on to their clients.

Provide Devon endeavours to keep abreast of the provision of food for those in need in Plymouth by maintaining frequent contact with other like-minded providers and agencies and by working together with them, particularly on larger-scale projects.

## **Operational Review**

### **Summary**

Provide Devon has continued to increase the number of referral agents it supports and the number of requests each month has also increased. The rise in referral agents and subsequent referrals has highlighted the growing need of people seeking emergency food provision across the statutory and voluntary services provided in Plymouth.

It has been a year of change that has presented challenges, but Provide Devon has been able to meet the rise in demand of crisis food packs “head on” despite the Covid-19 restrictions we all faced. Operationally, the charity moved to a collection-only model and reduced the daily volunteer numbers to two in the unit at any one time. Referrals were collected by the agents at a given time which enabled a managed transition of parcels throughout the day.

## Food Provision

The charity's access to food has remained relatively constant over the period with only a small reduction in public donations noticeable, partly due to the closure of libraries during restriction and people self-isolating.

Crisis food packs from our charity include long-life food items as well as fresh produce (such as bread, fruit and vegetables), chilled food (milk, butter and cheese), and hygiene items where possible.

Our food provision comes through partnerships with:

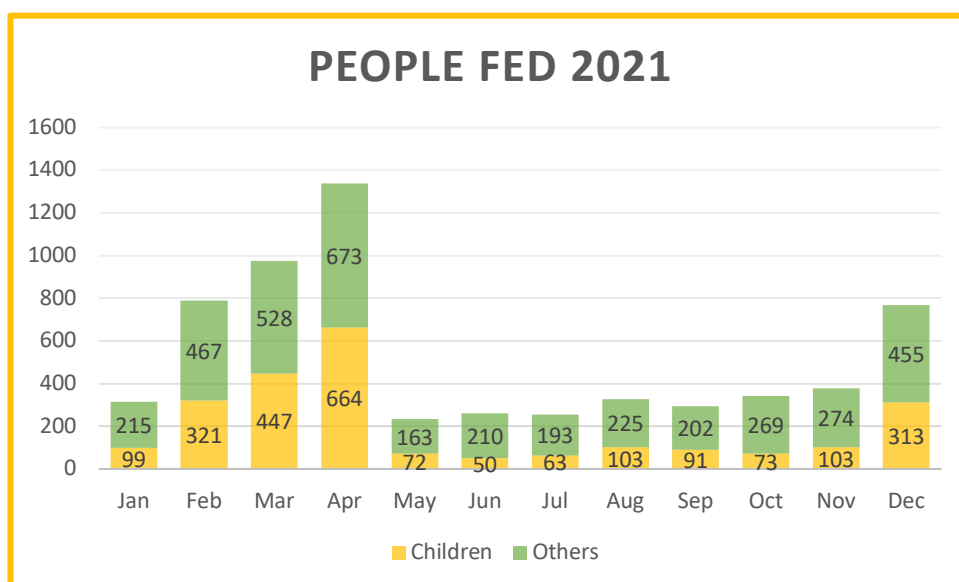
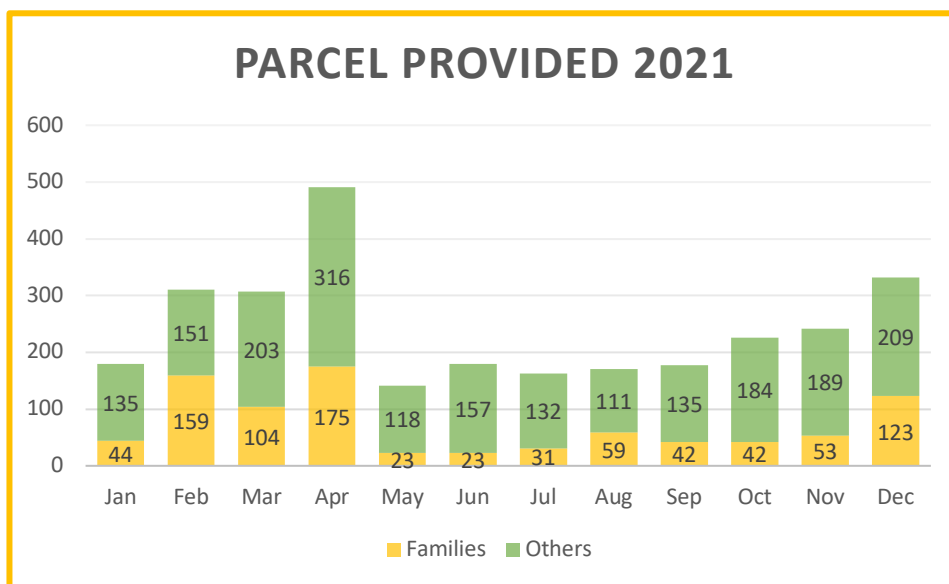
- Warburtons, who provide us with fresh bread each week
- FareShare SW, who distribute surplus food to charities that turn it into meals
- Tamar Fresh, who donate fresh fruit and vegetables each week
- Co-op, who offer us any surplus food from several of their shops, as well as hosting food collection boxes in many of their Plymouth stores
- Lidl, who offer and supply surplus food from distribution centre
- Booker, who offer surplus food when available
- Organisations, who support the charity through donations
- Members of the local community, who support the charity with private donations.

## Staff & Volunteers

During the period, Provide Devon was managed by an Operations/Charity Manager, Assistant Manager and 14 core Volunteers. The reduction in volunteers from 30 was in part due to some isolating and enabling safe operations in the unit to meet the demand in service. The Board of Trustees have delegated the day to day running and operational decisions the manager and the volunteer team, which includes, admin support, stock management, health and safety and food deliveries.

## Crisis Food Parcels

The charity has seen another year-on-year increase in direct referrals from registered agencies, although the level of special projects undertaken was lower than the previous year. We provided **2,918** food parcels of which **878** recipients were families which results as **6,273** people being fed, **2,399** of those children.



## Referral Agents

Our referral agents fall within the following sectors

- Education – Children centres, preschools, primary schools, secondary schools, colleges
- Health – NHS, private doctors, mental health & wellbeing practitioners, addiction and abuse support agencies, counsellors
- Reform – National probation services, ex offending support services
- Social & Faith – Local churches, youth clubs, community grass root groups
- Housing – Associations, homelessness assistance, temporary housing organisations
- Local Authorities - Children services, family services, vulnerable adult services
- Refugee
- Modern Slavery and Trafficking

## **Financial Review**

Provide Devon was registered as a Charitable Incorporated Organisation with the Charities Commission on 12 December 2018.

At 31 December 2021, Provide Devon had a General Fund balance of £31,997 and a Restricted Fund Balance of £2,829 for Crisis Food.

During the year, income comprised donations from individuals and organisations, together with grants as follows:

- Plymouth City Council - £8,900 for Crisis Food
- Unicef Funding - £8,194.20 for Crisis Food and management support

Provide Devon is most grateful for all support received and would like to thank Plymouth Community Homes, National Health Service, Devonport Royal Dockyard, Gulland Properties, Asda, Arnold Clark and Plymouth Astor Trust for their support.

Provide Devon took a lease on Unit 12, Walkham Business Park from late 2018 and the landlord continued to waive rent for the first 6 months due to the COVID pandemic and to charge a minimal rent for the second 6 months. Provide Devon is most grateful for this support.

During 2021, the Charity Manager (Steve Bailey) was joined in February by a part time assistant employed for 15 hours a week. The Charity Manager is also supported by a number of dedicated volunteers who provide invaluable assistance in running the charity.

Apart from the cost of payroll and premises, the bulk of expenditure is focused on the specific role of the charity - the provision of crisis food parcels.

### **Reserves Policy**

The Trustees have agreed a reserves policy of maintaining a balance on unrestricted funds (where possible) equating to at least three months running costs for the charity - around £10,000 at current level of costs.

At the end of 2021, there was sufficient unrestricted funds to cover 6 months wages for the employed staff at current hours and 6 months of rent & running costs for the distribution warehouse unit.

## **Structure, Governance and Management**

Provide Devon is governed by the Trustees as set out in the Constitution. The day- to-day management of the Charity is delegated to the Charity Manager who works with a number of volunteers to take delivery of food supplies, prepare and deliver the food hampers.

Trustees met approximately every two months during the year, to consider strategy and operational activities and to respond to the challenges imposed by the Coronavirus pandemic.

### **Trustees**

The Trustees who served during the year were:

Marc Nash (Chair)

Madeline Maddison (Secretary)      Resigned 31 January 2021

Graham Stirling

David Simpkins

Jean Potter

Chris Hayter

Following her resignation as Trustee, Madeleine Maddison commenced part-time employment with the Charity.

## FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 DECEMBER 2020

## PROVIDE DEVON FINANCIAL STATEMENT

## RECEIPTS &amp; PAYMENTS ACCOUNT for the year to 31 December 2021

	Unrestricted funds £	Restricted funds £	Total funds £	Prior Year £
Donations & Grants	25,843	15,969	41,812	99,015
Gift Aid Reclaim	1,613	-	1,613	1,463
Bank Interest	4	-	4	12
<b>Total Receipts</b>	<b>27,460</b>	<b>15,969</b>	<b>43,429</b>	<b>100,490</b>
Cost of Distribution	1,408	19,635	21,043	40,949
Raising Funds	-	-	-	-
Office/Admin costs	36,102	-	36,102	28,667
Office Set Up/Refurbishment	584	-	584	547
<b>Total Payments</b>	<b>38,094</b>	<b>19,635</b>	<b>57,729</b>	<b>70,163</b>
<b>Net of receipts/(payments)</b>	<b>(10,634)</b>	<b>(3,666)</b>	<b>(14,300)</b>	<b>30,327</b>
Transfers between funds	-	-	-	-
Funds Balance last year end	41,620	6,495	48,115	17,788
<b>Funds Balance at year end</b>	<b>30,986</b>	<b>2,829</b>	<b>33,815</b>	<b>48,115</b>

## STATEMENT OF ASSETS &amp; LIABILITIES AS AT 31 DECEMBER 2021

	Unrestricted funds £	Restricted funds £	Prior Year 31 Dec 2020 £
<b>Cash funds</b>			
Bank Accounts	31,897	2,829	49,232
Cash in hand	100	-	-
<b>Total cash funds</b>	<b>31,997</b>	<b>2,829</b>	<b>49,232</b>
<b>Liabilities</b>			
HMRC EE	Unrestricted Fund	912	947
NI/PAYE	Unrestricted Fund	99	170

Signed by two trustees on behalf of all the trustees

Signature  
  


Print Name

M NASH

C HAYTER

Date

13/8/22

13/8/22

FINANCIAL STATEMENTS FOR THE YEAR PERIOD ENDED 31 DECEMBER 2021

NOTES:

1. The Financial Statements of Provide Devon have been prepared in accordance with the Charities SORP (FRS102) on the Receipts & Payments basis.
2. Provide Devon has no Fixed Assets or Investments.
3. The movements in Restricted Funds for the year to 31 December 2021 were:

<b>Restricted Fund</b>	<b>Opening Balance</b>	<b>Receipts</b>	<b>Payments</b>	<b>Transfer</b>	<b>Bal c/fwd</b>
Crisis Food	5,784	15,969	(19,635)	711	2,829
Charity Manager Support	645			(645)	-
Specific Items	66			(66)	-
	<u>6,495</u>	<u>15,969</u>	<u>(19,635)</u>	<u>-</u>	<u>2,829</u>

The **Crisis Food** fund comprises donations given specifically for food for the hampers which can only be spent for that purpose.

The Charity Manager Support and Specific Items balances were left from the Lottery Grant in 2020 and the Lottery Fund confirmed they were happy for these to be used for Crisis Food so the balances were transferred to this Fund

## **Report of the Independent Examiner to the Trustees of the charity on the accounts for the year ended 31 December 2021**

I report on the financial statements of Pride Devon for the year ended 31 December 2021.

### **Respective responsibilities of the Trustees and the Independent Examiner**

As the trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the charities Act 2011 (‘the Act’)

The Trustees consider that the audit requirement of Section 144(1) of the Charities Act 2011 (the Act) does not apply, and that there is no requirement in the Governing Document for the conducting of an audit. As a consequence, the Trustees have elected that the financial statements be subject to independent examination.

Having satisfied myself that the charity is not subject to audit under any legal provision, or otherwise, and is eligible for independent examination, it is my responsibility to: -

- a) examine the accounts under Section 145 of the Act;
- b) follow the procedures in the General Directions given by the Charity Commission under section 145(5)(b) of the Act and;
- c) state whether particular matters have come to my attention.

### **Basis of Independent Examiner's Statement and scope of work undertaken**

I conducted my examination in accordance with the General Directions given by the Charity Commission under section 145(5)(b) of the Act, setting out the duties of an Independent Examiner in relation to the conducting of an Independent Examination. An Independent Examination includes a review of the accounting records kept by the charity and of the accounting systems employed by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from you, as Trustees, concerning such matters. The purpose of the examination is to establish as far as possible that there have been no breaches of charity legislation and that the financial statements comply with the SORP, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements.

The procedures undertaken do not provide all the evidence that would be required in an audit, and information supplied by the Trustees in the course of the examination is not subjected to audit tests or enquiries, and consequently I do not express an audit opinion on the view given by the financial statements, and in particular, I express no opinion as to whether the financial statements give a true and fair view of the affairs of the charity, and my report is limited to the matters set out in the statement below.

I planned and performed my examination so as to satisfy myself that the objectives of the Independent Examination are achieved and before finalising the report, I obtained written assurances from the Trustees of all material matters.

## **Independent Examiner's Statement, Report and Opinion**

Subject to the limitations upon the scope of my work as detailed above, in connection with my examination, I can confirm that: -

This is a report in respect of an examination carried out under 145 of the Act and in accordance with General Directions given by the Charity Commission under section 145(5)(b) of the Act which may be applicable;

and that no matter has come to my attention in connection with my examination which gives me reasonable cause to believe that in any material respect the requirements: -

to keep accounting records in accordance with Section 130 of The Charities Act 2011;

have been prepared in accordance with The Charities Act 2011. and with the methods and principles set out in the FRS102 Statement of Recommended Practice - Accounting and Reporting by Charities (effective January 2016)

have not been met or to which, in my opinion, attention should be drawn in my report in order to enable a proper understanding of the accounts to be reached;

Merlin Mbahin FAAT, MIP - Independent Examiner, of

Clear Blue Sky Accountancy Ltd  
Licensed Accountants  
30B City Business Park  
Somerset Place  
Plymouth  
PL3 4BB

This report was signed on 21/07/2022

**PROVIDE DEVON**

England & Wales - Charity number 1181135

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# Accounts

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# PROVIDE DEVON

## TRUSTEES' REPORT AND ACCOUNTS YEAR ENDED 31 DECEMBER 2020

CHARITY NUMBER: 1181135

**Registered Address:**

Unit 12, Walkham Business Park,  
Burrington Industrial Estate,  
Plymouth PL5 3LS

## **Trustees' Report**

### **Aim and Purpose**

The aim of Provide Devon is the prevention and relief of poverty for the public benefit in Devon, through the provision of food hampers to people who are in financial need. The initial area of focus, during the early years of operation since formation in December 2018, is the city of Plymouth.

Provide Devon uses surplus food that is donated by businesses and individuals and supplements this, through the purchase of fresh produce, to create nutritionally-balanced food parcels. Basic hygiene products can also be added.

The Trustees have taken into account the Charity Commission guidance on public benefit and this report outlines how Provide Devon has benefited the public.

### **Activities**

The charity responds to those in financial need, without judgement or discrimination. Support is given to disadvantaged or marginalised individuals and families, meeting the basic requirements of clients through the provision of crisis food hampers.

Clients are referred to Provide Devon by a wide range of referral agents, as detailed in the Operational Review. Hampers are prepared by the charity's staff and then collected by, or delivered to, those agencies who pass them on to their clients.

Provide Devon endeavours to keep abreast of the provision of food for those in need in Plymouth by maintaining frequent contact with other like-minded providers and agencies and by working together with them, particularly on larger-scale projects.

### **Operational Review**

#### **Summary**

Provide Devon has over the past two years increased the number of referral agents it supports and the number of requests each month has also continued to increase. Our charity is a lifeline for organisations that rely on food provision for their clients, families, patients or service users, when no other food can be accessed in a time of crisis.

#### **Context**

Plymouth remains within the 20 per cent most deprived local authority districts in England, with some wards having over 40% of children living with food insecurity as part of their everyday lives. A key cause of crisis food requests nationally included the continued roll out of Universal Credit before Covid-19 impacted the UK. The number of households limited by

the benefit cap soared by more than 137 per cent (gov.uk) and the 'no recourse to public funds' policy is also at the root of food crisis for many people across the UK.

Provide Devon works solely with referral agents who are already supporting individuals with multiple and complex issues, preventing them accessing food support independently. By not interrupting the ongoing relationship with client and agent, the continuation of long-term support and potential solutions to food insecurity can be explored.

### **Food Provision**

Crisis food packs from our charity include long-life food items as well as fresh produce (such as bread, fruit and vegetables), chilled food (milk, butter and cheese), and hygiene items where possible.

Our food provision comes through partnerships with:

- Warburtons, who provide us with fresh bread each week
- FareShare SW, who distribute surplus food to charities that turn it into meals
- Tamar Fresh, who donate fresh fruit and vegetables each week
- Co-op, who offer us any surplus food from several of their shops, as well as hosting food collection boxes in many of their Plymouth stores
- Lidl, who offer and supply surplus food from distribution centre
- Booker, who offer surplus food when available
- Plymouth Library Services, who also host our food donation boxes across the city
- Organisations, who support the charity through donations
- Members of the local community, who support the charity with private donations.

### **Staff & Volunteers**

During 2020, Provide Devon was managed by an Operations/Charity Manager and 30 volunteers. The Board of Trustees have delegated the day to day running and operational decisions the manager and the volunteer team, which includes, admin support, stock management, health and safety and food deliveries.

### **Specific Projects**

- Easter – We worked with North Plymouth Food Bank, providing the fresh-food elements of their Easter School Holiday packs
- Summer – We provided food for 180 children at the start of the school holidays in a 'Summer Holiday Hamper' pack, including essential food, treats and some donated activity packs
- Christmas – Continued to support Hope Baptist Church's 'Hope for Christmas' campaign with food provision and volunteers
- Partnership with Transforming Plymouth Together (TPT), Plymouth University, Food is Fun CIC on Families Right 2 Healthy Food Project

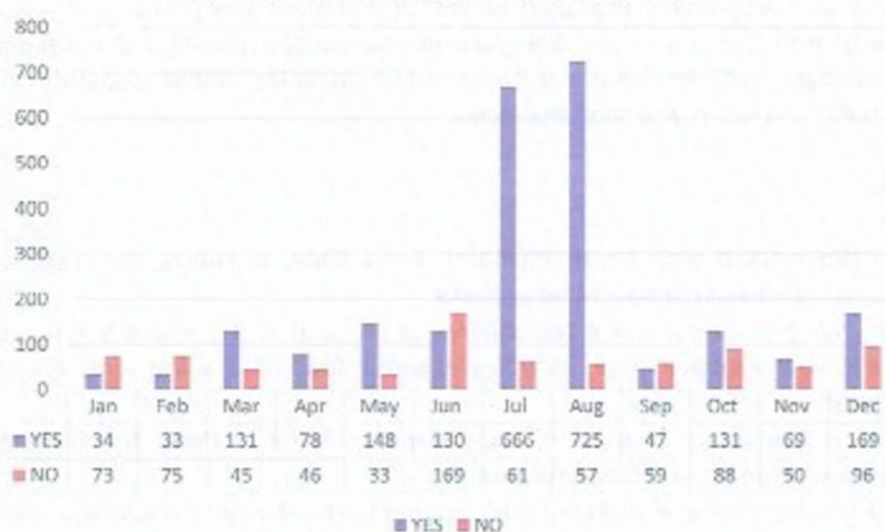
### Crisis Food Parcels

Provide Devon saw an increase in the number of referrals from the previous year and provided 3,213 crisis food parcels resulting in 12,698 people being fed in 2020. The predominant reason for the significant increase from the previous year has been the combination of "low income" due to "in-work poverty", wages simply not being sufficient to cover basic living costs and the process of being furloughed or losing employment due to the pandemic. That being said there has been an increase across all primary causes of referrals for 2020.

PEOPLE FED 2020



REQUESTS INCLUDING CHILDREN 2020



## **Referral Agents**

Our referral agents fall within the following sectors

- Education – Children centres, preschools, primary schools, secondary schools, colleges
- Health – NHS, private doctors, mental health & wellbeing practitioners, addiction and abuse support agencies, counsellors
- Reform – National probation services, ex offending support services
- Social & Faith – Local churches, youth clubs, community grass root groups
- Housing – Associations, homelessness assistance, temporary housing organisations
- Local Authorities - Children services, family services, vulnerable adult services

## **Financial Review**

Provide Devon was registered as a Charitable Incorporated Organisation with the Charities Commission on 12 December 2018.

At 31 December 2020, Provide Devon had a General Fund balance of £42,737 and a Restricted Fund Balance of £6,495 for Crisis Food.

During the year, income comprised donations from individuals and organisations, together with grants as follows:

- Lottery Fund Grant - £9,275 for Charity Manager support and Crisis Food plus some small items of equipment
- DEFRA funding (in Partnership with St Matthias Church) - £28,350 for Crisis Food
- Mayflower 400- £1,000 to link with schools to design bags for food distribution promoting the Mayflower 400 link
- Plymouth City Council - £2,000 for Crisis Food
- Unicef Funding - £4,194 for Crisis Food and management support of
- Devon Community Fund - £3,600 for Toiletries and £1,152 for Manager support

Provide Devon is most grateful for all support received and in particular would like to thank Plymouth Community Homes, National Health Service, Skipton Building Society, Devonport Royal Dockyard and Plymouth Astor Trust for their support.

Provide Devon took a lease on Unit 12, Walkham Business Park from late 2018 and the landlord continued to waive rent in 2020 due to the COVID pandemic. Provide Devon is most grateful for this support.

During 2020, Provide Devon employed a Charity Manager for 15 hours per week until 1 July 2020 when the role became full time. Ayshea Cross left the employment of the Charity at the start of November 2020 and Stephen Bailey was employed as Charity Manager from 23 November 2020 working 30 hours a week. The Charity Manager is supported by a number of dedicated volunteers who provide invaluable assistance in running the charity.

Apart from the cost of payroll and premises, the bulk of expenditure is focused on the specific role of the charity - the provision of crisis food parcels.

At the end of 2020, there was approx. £900 of Gift Aid reclaim outstanding to claim from HMRC. This will be attributable to the General Fund when received.

### **Reserves Policy**

The Trustees have agreed a reserves policy of maintaining a balance on unrestricted funds (where possible) equating to at least three months running costs for the charity - around £8,000 at current level of costs.

At the end of 2020, there was sufficient in the unrestricted funds to cover 6 months wages for the Charity Manager at the current part time employment rate and 6 months of rent & running costs for the distribution warehouse unit.

### **Structure, Governance and Management**

Provide Devon is governed by the Trustees as set out in the Constitution. The day to day management of the Charity is delegated to the Charity Manager who works with a number of volunteers to take delivery of food supplies, prepare and deliver the food hampers.

Trustees met approximately every two months during the year, to consider strategy and operational activities and to respond to the challenges imposed by the Coronavirus pandemic.

### **Trustees**

The Trustees who served during the year were:

Marc Nash (Chair)	
Madeline Maddison (Secretary)	Resigned 31 January 2021
Graham Stirling	
David Simpkins	Resigned 26 June 2020 Re-appointed 22 April 2021
Jean Potter	
Chris Hayter	
Caroline Hayter	Resigned 17 December 2020

Following their resignations as Trustees, Madeline Maddison commenced part-time employment with the Trust and Caroline Hayter continued her voluntary role as Finance Officer.

The Trustees are very thankful to Ayshea Cross for her immense contribution to the Charity from its formation in December 2018 until she resigned as Charity Manager with effect from 4 November 2020. Stephen Bailey was appointed as Charity Operations Manager on 23 November 2020.

Provide Devon – Trustees' Report & Accounts - Year to 31 December 2020

FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 DECEMBER 2020

RECEIPTS & PAYMENTS ACCOUNT for the year to 31 December 2020

	Unrestricted funds	Restricted funds	Total funds	Prior period (13 Dec 18-31 Dec19)
	£	£	£	£
Donations & Grants	43,836	55,179	99,015	45,706
Pre Incorporation Income	-	-	-	4,380
Gift Aid Reclaim	1,463	-	1,463	589
Bank Interest	12	-	12	7
<b>Total Receipts</b>	<b>46,311</b>	<b>55,179</b>	<b>100,490</b>	<b>50,692</b>
Cost of Distribution	1,054	39,895	40,949	12,302
Raising Funds	-	-	-	451
Office/Admin costs	17,528	11,145	28,672	11,045
Office Set Up/Refurbishment	547	-	547	9,116
<b>Total Payments</b>	<b>19,127</b>	<b>51,041</b>	<b>70,168</b>	<b>32,924</b>
<b>Net of receipts/(payments)</b>	<b>26,184</b>	<b>4,138</b>	<b>30,322</b>	<b>17,768</b>
Transfers between funds	-	-	-	-
Cash funds last year end	-	-	-	-
<b>Cash funds this year end</b>	<b>26,184</b>	<b>4,138</b>	<b>30,322</b>	<b>17,768</b>

STATEMENT OF ASSETS & LIABILITIES AS AT 31 DECEMBER 2020

	Unrestricted funds	Restricted funds	Prior Year 31 Dec 2019
	£	£	£
<b>Cash funds</b>			
Bank Accounts	42,737	6,495	17,768
<b>Total cash funds</b>	<b>42,737</b>	<b>6,495</b>	<b>17,768</b>
<b>Liabilities</b>			
HMRC EE NI		1,141	14
	Fund to which liability relates	Amount due	Amount due
	Unrestricted Fund		

Signed by two trustees on behalf of all the trustees

Signature	Print Name	Date
	M NASH	5/7/21
	C HAYTER	8/7/21

FINANCIAL STATEMENTS FOR THE YEAR PERIOD ENDED 31 DECEMBER 2020

NOTES:

1. The Financial Statements of Provide Devon have been prepared in accordance with the Charities SORP (FRS102) on the Receipts & Payments basis.
2. Provide Devon has no Fixed Assets or Investments.
3. The movements in Restricted Funds for the year to 31 December 2020 were:

Restricted Fund	Opening Balance	Receipts	Payments	Transfer	Bal c/fwd
Crisis Food	2,357	43,322	(39,895)		5,784
Charity Manager Support	-	6,477	(5,832)		645
Specific Items	-	5,380	(5,281)	(33)	66
	<u>2,357</u>	<u>55,179</u>	<u>(51,008)</u>	<u>(33)</u>	<u>6,495</u>

The **Crisis Food** fund comprises donations given specifically for food for the hampers which can only be spent for that purpose.

The **Charity Manager Support** fund comprised two grants in the year:

- A Devon Community Fund grant to cover additional hours during the first Covid lockdown
- a specific Lottery Grant for June to December 2020 split between Crisis Food and Salary for the Office Manager which was used for this purpose during the period. Due to a change in Charity Manager, a small amount of the salary element remains unspent at the end of the year and this is being followed up with the Lottery Grant to establish if a repayment is due.

The **Specific Items** fund is a fund for specific smaller purchases for which grants were obtained as follows:

Purchase of Fridge/Freezer	£430
Lottery Grant (Scales/Posters/Bags)	£350
Mayflower 400 bags	£1,000
Devon Community Fund for Toiletries	£3,600

These grants were expended in full apart from the Lottery Grant, as noted above.

**Report of the Independent Examiner to the Trustees of the charity on the accounts for the year ended 31 December 2020**

I report on the financial statements of Pride Devon for the year ended 31 December 2020.

**Respective responsibilities of the Trustees and the Independent Examiner**

As the trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act')

The Trustees consider that the audit requirement of Section 144(1) of the Charities Act 2011 (the Act) does not apply, and that there is no requirement in the Governing Document for the conducting of an audit. As a consequence, the Trustees have elected that the financial statements be subject to independent examination.

Having satisfied myself that the charity is not subject to audit under any legal provision, or otherwise, and is eligible for independent examination, it is my responsibility to: -

- a) examine the accounts under Section 145 of the Act;
- b) follow the procedures in the General Directions given by the Charity Commission under section 145(5)(b) of the Act and;
- c) state whether particular matters have come to my attention.

**Basis of Independent Examiner's Statement and scope of work undertaken**

I conducted my examination in accordance with the General Directions given by the Charity Commission under section 145(5)(b) of the Act, setting out the duties of an Independent Examiner in relation to the conducting of an Independent Examination. An Independent Examination includes a review of the accounting records kept by the charity and of the accounting systems employed by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from you, as Trustees, concerning such matters. The purpose of the examination is to establish as far as possible that there have been no breaches of charity legislation and that the financial statements comply with the SORP, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements.

The procedures undertaken do not provide all the evidence that would be required in an audit, and information supplied by the Trustees in the course of the examination is not subjected to audit tests or enquiries, and consequently I do not express an audit opinion on the view given by the financial statements, and in particular, I express no opinion as to whether the financial statements give a true and fair view of the affairs of the charity, and my report is limited to the matters set out in the statement below.

I planned and performed my examination so as to satisfy myself that the objectives of the Independent Examination are achieved and before finalising the report, I obtained written assurances from the Trustees of all material matters.

**Independent Examiner's Statement, Report and Opinion**

Subject to the limitations upon the scope of my work as detailed above, in connection with my examination, I can confirm that: -

This is a report in respect of an examination carried out under 145 of the Act and in accordance with General Directions given by the Charity Commission under section 145(5)(b) of the Act which may be applicable;

and that no matter has come to my attention in connection with my examination which gives me reasonable cause to believe that in any material respect the requirements: -

to keep accounting records in accordance with Section 130 of The Charities Act 2011;

have been prepared in accordance with The Charities Act 2011. and with the methods and principles set out in the FRS102 Statement of Recommended Practice - Accounting and Reporting by Charities (effective January 2016)

have not been met or to which, in my opinion, attention should be drawn in my report in order to enable a proper understanding of the accounts to be reached.

Merlin Mbahin FAAT, MIP - Independent Examiner, of

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This report was signed on 07/07/2021