



# 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

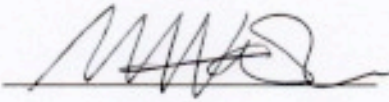
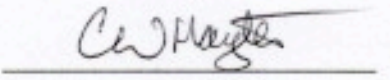
## RECEIPTS &amp; PAYMENTS ACCOUNT for the year to 31 December 2025

	<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>	<b>32,126</b>	<b>37,000</b>	<b>69,126</b>	<b>90,221</b>
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>	<b>38,316</b>	<b>39,775</b>	<b>78,091</b>	<b>83,628</b>
<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>	<b>13,578</b>	<b>5,472</b>	<b>19,050</b>	<b>27,761</b>
Liabilities - HMRC EE NI/PAYE	1,295		1,295	1,055
Liabilities - Pension/Wages	140		140	125
<b>Total Liabilities</b>	<b>1,435</b>	<b>0</b>	<b>1,435</b>	<b>1,180</b>
<b>Net Funds</b>	<b>12,143</b>	<b>5,472</b>	<b>17,615</b>	<b>26,581</b>

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