

THE FOREST FOODBANK
REPORT AND ACCOUNTS
FOR THE PERIOD ENDED 31ST DECEMBER 2021

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THE FOREST FOOD BANK

ADMINISTRATIVE INFORMATION

COMMITTEE: Mr A. Garbutt - Chair and Treasurer
Mrs. Y. Wood
Mrs D. Beard
Mrs L. Smallpage- Mitchell

**PRINCIPAL
ADDRESS:** Eastern United Site
Ruspidge Road
Cinderford
Gloucestershire
GL14 3AW

**INDEPENDENT
EXAMINER:** Knights
Accountants and Tax Advisors
21 Highnam Business Centre
Highnam
Gloucester
GL2 8DN

THE FOREST FOODBANK

COMMITTEE REPORT

PRINCIPAL OBJECT AND STATUS OF CHARITY

The organisation is registered as a Charitable Incorporated Organisation (CIO) with the Charity Commission, reference number 1183196, is governed by a constitution dated 14th August 2020 and operates from Eastern United Site, Ruspidge Road, Cinderford, Gloucestershire, GL14 3AW.

OBJECTIVES

The objectives of the Charitable Incorporated Organisation (CIO) are:

- To relieve persons throughout The Forest of Dean and outlying areas, and in such ways as the trustees from time to time think fit, in particular, but not exclusively by:
- In furtherance of the first object, to supply goods to beneficiaries, either directly or through agency partners approved by the Trustees. Goods to include (but not limited to) food, including tinned and dried foods, to ensure a healthy, balanced and nutritious diet sufficient for a minimum of three days at a time; essential toiletries, household items, clothing as available, fuel poverty support where provision of such services does not compromise the primary purpose of the (CIO).
- To do any other thing consistent with the primary purpose of the CIO, including (but not limited to) the provision of support or signposting to relevant information and other advisory services.

ACHIEVEMENTS AND PERFORMANCE

The Forest Foodbank is a charity that enables the community in and around the Forest of Dean to meet the emergency food needs of those within the same community who are at crisis point in their lives.

During the period to 31st December 2021, The Forest Foodbank has provided emergency food for approximately 2,900 people, 39% proportion of whom were children. In total 30,850 kg of food was distributed.

The impact of COVID-19 has resulted in an increased number of people in need of emergency food, whilst limiting our ability to engage with underlying causes of food poverty. Our work to support people in moving away from dependence on food support has reduced as we have had to minimise our contact and engagement with our clients for their own protection and for the protection of our volunteers.

In order to respond to the increasing client numbers and the requirements of social distancing, the foodbank changed its operating model during the reporting period to a delivery-based service rather than operating distribution centres.

THE FOREST FOODBANK

REPORT OF THE COMMITTEE

FINANCIAL REVIEW

The reporting period saw the establishment of financial arrangements for the newly established Forest Foodbank CIO and the separation from Coleford Baptist Church, charity reference number 234789. This action saw the transfer of funds into The Forest Foodbank and the commencement of financial activity from June 2021. Total funds transferred £132,119.

The pandemic has driven a significant increase in gifts and grants, both from individuals and organisations, resulting in healthy cash reserves which will enable the organisation to move forward with strategic plans. The foodbank also received an unrestricted grant from the Forest of Dean District Council.

The financial statements for the period ended 31st December 2021 have been prepared on an accruals basis and give a reflection of the trading year.

The organisation has cash reserves of £152,114 as at 31st December 2021, which is held in Lloyds Bank current and deposit accounts.

The Trustees are satisfied that they have sufficient reserves at the Balance Sheet date, together with the ongoing income anticipated, to enable the organisation to function effectively and deliver strategic plans for the coming year.

THE FOREST FOOD BANK

REPORT OF THE COMMITTEE

STATEMENT OF TRUSTEES RESPONSIBILITIES

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with the applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the income resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

Select suitable accounting policies and then apply the consistently;
Observe the methods and principles in the Charities SORP;
Make judgement and estimates that are reasonable and prudent;
State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
Prepare the financial statements on the going concern basis unless it is appropriate to presume that the charitable company will continue in business.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the CIO and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Financial Statements and Reports) Regulations and the provision of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees and signed on their behalf by:

ADAM GARBUTT

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Trustee

22 SEPTEMBER 2022

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INDEPENDENT EXAMINER'S REPORT TO
THE FOREST FOODBANK

We report on the accounts of The Forest Foodbank for the period ended 31st December 2021.

BASIS OF INDEPENDENT EXAMINER'S REPORT

Our examination was carried out in accordance with the General directions given by the Charity Commissioners, section 145 of the 2011 Act and in carrying out our examination we have followed all the applicable directions given by the Charity Commission under section 145 (5)(b) of the Act.

An independent examination includes a review of the accounting records kept by the association and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of explanations from you as the committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, we do not express an audit opinion on the view given by the accounts.

INDEPENDENT EXAMINER'S STATEMENT

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

- (1) which gives us reasonable cause to believe that, in any material aspect, the requirements:

to keep accounting records in accordance with section 130 of the Charities Act 2011:
and to prepare accounts which accord with the accounting records and to comply with the accounting requirement of the Charities Act 2011.

have not been met; or

- (2) to which, in our opinion, attention should be drawn in order to enable proper understanding of the accounts to be reached.

Knights
Accountants and Tax Advisors
21 Highnam Business Centre
Highnam
GLOUCESTER.
GL2 8DN

29 SEPTEMBER 2022

Date:

THE FOREST FOODBANK

BALANCE SHEET

AS AT 31ST DECEMBER 2021

CURRENT ASSETS

	£
Bank Accounts – Lloyds Bank Current Account	7,107
Lloyds Bank Deposit Account	<u>145,006</u>
	152,113
 Prepayments	 <u>301</u>
	152,414

CURRENT LIABILITIES

Creditors – amounts falling due within 1 year (Note 2)	<u>300</u>
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NET CURRENT ASSETS 152,114

NET ASSETS 37,490

REPRESENTED BY:

GENERAL FUND

Balance at 1 st June 2021	NIL
Transferred from Coleford Baptist Church	132,119

(Deficit)/Surplus of income over expenditure 19,995

Balance at 31st December 2021 152,114

Approved by the Committees on 27th October 2022 and signed on its behalf by:

MR. A. GARBUTT – CHAIR

THE FOREST FOODBANK

INCOME AND EXPENDITURE ACCOUNT

FOR THE PERIOD ENDED 31ST DECEMBER 2021

	<u>2021</u>
	<u>£</u>
INCOME	
Donations	21,505
Grant Income	5,894
Sundry Receipts	42
Deposit Account Interest	<u>5</u>
	27,446
 EXPENDITURE	
 Purchases and consumables	1,337
Rent	2,250
Insurance	328
Light and heat	38
Telephone	137
Post and stationery	161
Advertising	56
Travel expenses	1,335
Computer & I.T. costs	80
Miscellaneous expenses	15
Volunteers entertaining	989
Accountancy	300
Professional fees	360
Bank charges	<u>64</u>
	7,450
 (DEFICIT)/SURPLUS OF INCOME OVER EXPENDITURE FOR THE YEAR	 <u>19,995</u>

THE FOREST FOODBANK

NOTES TO THE ACCOUNTS

FOR THE PERIOD ENDED 31ST DECEMBER 2021

1. ACCOUNTING POLICIES

(a) Accounting Convention

The accounts are prepared under the historical cost convention on an accruals basis.

(b) Accounting by Charities

The recommendations of SORP2 (Accounting by Charities) have been followed in the preparation of these accounts.

(c) Fund Accounting

The Charity's general fund consists of funds which the Association may use for its purpose at its discretion.

2. CREDITORS

	£
Accrued expenses	<u>300</u>