



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1 August 2020 To 31 July 2021

Charity name: FITZJOHNS FOODBANK

Charity registration number: 1184775

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The object of the CIO is to provide relief of financial hardship among persons residing in Lewes and surrounding local areas in such ways as the trustees think fit, in particular but not exclusively by providing food, essential toiletries and household items to individuals and families in need and/or for the distribution by other charities or organisations working to prevent or relieve poverty in Lewes and local surrounding districts.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>Fitzjohns Foodbank exists to enable Lewes community to respond to food poverty in the town by:</p> <ul style="list-style-type: none">- raising awareness of food poverty- receiving donations of food and financial support from local businesses, schools, churches and individuals- distributing food, essential toiletries and household items to individuals and families in need residing in Lewes and local surrounding areas- working with others to identify and combat the wider causes of food poverty
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have had regard to the guidance issued by the Charity Commission on public benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Contribution made by volunteers	Para 1.38	The trustees are grateful for the contribution made by all our regular volunteers, number about 30, and who have repeatedly gone above and beyond to ensure service to clients continued, in a safe and effective manner throughout the Covid-19 pandemic.

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>Fitzjohns Foodbank acts as a crucial point of connection between the local community who would like to help their neighbours and those who are in need. From March 2020, in response to the COVID-19 pandemic we swiftly redesigned our operational processes, allowing us to continue to serve those in need, receiving and processing an unprecedented volume of food in a safe and effective way.</p> <p>Numbers of households being helped each week ranged from a high of 48 at the start of the year (78 adults and 57 children) and was down to a more normal 33 households at the end of the period. We aim to provide at least 2 days worth of dry and fresh provisions, plus essential household items (to a nominal value of around £35).</p> <p>The foodbank also provides volunteer opportunities to around 30 people, enabling social connection and contribution.</p> <p>Feedback received from our clients indicates the difference our service makes to them.</p>

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Thanks to the generosity of the local community and supported by grants from local charitable trusts as well as local authorities, Fitzjohns Foodbank ended the financial year in a strong financial position. This allowed us to adequately respond to increased costs owing to the Covid-19 pandemic and to plan for the future.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Trustees agreed that a modest amount of funds, roughly equivalent to 3 months running costs, should be held as a minimum reserve.
Amount of reserves held	Para 1.22	Thanks to unprecedented levels of donations, cash funds at end July 2021 were £40,327.05 These included £1,515.77 of restricted funds (donated specifically for Christmas/Holiday and/or Hardship Fund) and approx. £4,800 set aside according to the general reserve policy (3 months running costs). The remainder was held to cover anticipated continued higher than usual expenses, including new arrangements for employing a coordinator, and against predicted reduction in donations and/or grant funding in the future.
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	As a result there are currently no financial concerns about the charity as a going concern.

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	In the past financial year about 20% of the foodbank's income was from local or central government grants, with the rest from donations from organisations and private individuals. No income was collected from clients. In 2020/21 the foodbank's income comfortably exceeded its expenditure, but this cannot be relied on permanently.
A description of the principal risks facing the charity	Para 1.46	The principal risks facing the charity were identified as continued increased expenditure combined with reduced donations/grant income. Trustees have reviewed these risks and made financial plans in light of them.

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Trust Deed
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	New trustees are nominated and then interviewed, after which the name of the person nominated is put to a vote by the existing trustees

Reference and Administrative details

Charity name	Fitzjohns Foodbank
Other name the charity uses	N/A
Registered charity number	1184775
Charity's principal address	Christ Church Prince Edwards Road LEWES BN7 1BL

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Jane Perry	Chair	Chair until 28 th January 2021	
2	Neil Graham Fisher			Christ Church
3	Miranda O'Keeffe		From 20 May 2021	
4	Jessica Marion Sacret			
5	Rosalind Bassford	Chair	Chair from 28 th January 2021	
6	Roderic Sylvester Coleman Owens			
7	Alyson Owens			
8				

Corporate trustees – names of the directors at the date the report was approved

Director name		
N/A		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/A		

Funds held as custodian trustees on behalf of others

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

Exemptions from disclosure

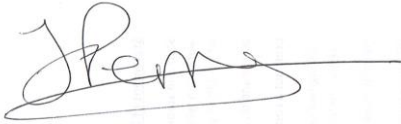
Reason for non-disclosure of key personnel details

None

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Jane Perry	
Position (eg Secretary, Chair, etc)	Vice-chair	
Date	24/5/2022	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name			Charity No (if any)		
Annual accounts for the period					
Period start date	01-08-20	To	Period end date	31-07-21	

Section A Statement of financial activities

Recommended categories by activity	Guidance Notes	Unrestricted funds £ F01	Restricted income funds £ F02	Endowment funds £ F03	Total funds £ F04	Prior year funds £ F05
Incoming resources (Note 3)						
Income and endowments from:						
Donations and legacies	S01	42,637	1,466	-	44,103	29,938
Charitable activities	S02	-	-	-	-	614
Other trading activities	S03	-	-	-	-	-
Investments	S04	-	-	-	-	-
Separate material item of income	S05	-	-	-	-	-
Other	S06	-	-	-	-	17
Total	S07	42,637	1,466	-	44,103	30,569
Resources expended (Note 6)						
Expenditure on:						
Raising funds	S08	-	-	-	-	-
Charitable activities	S09	21,441	251	-	21,692	16,712
Separate material item of expense	S10	-	-	-	-	-
Other	S11	-	-	-	-	-
Total	S12	21,441	251	-	21,692	16,712
Net income/(expenditure) before investment gains/(losses)	S13	21,196	1,215	-	22,411	13,857
Net gains/(losses) on investments	S14	-	-	-	-	-
Net income/(expenditure)	S15	21,196	1,215	-	22,411	13,857
Extraordinary items	S16	-	-	-	-	-
Transfers between funds	S17	-	-	-	-	-
Other recognised gains/(losses):						
Gains and losses on revaluation of fixed assets for the charity's own use	S18	-	-	-	-	-
Other gains/(losses)	S19	-	-	-	-	-
Net movement in funds	S20	21,196	1,215	-	22,411	13,857
Reconciliation of funds:						
Total funds brought forward	S21	17,615	301	-	17,916	4,059
Total funds carried forward	S22	38,811	1,516	-	40,327	17,916

A.C. Tax Services
Accountancy & Taxation Services

Fyndings, Station Road, Plumpton Green, Lewes, East Sussex BN7 3BX

Tel: 01273 890785

e-mail: kelvinspeirs60@gmail.com

Mr S Bostwick
Fitzjohns Foodbank

23/2/22

Dear Steve

I can confirm I have examined the accounting records and can confirm that the records accurately reflect the financial position of the foodbank at 31st July 2021.

I am enclosing my invoice for this work.

Yours sincerely



Kelvin Speirs

Proprietor: Kelvin Speirs
Associate: S J Coleby FMAAT