



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1 August 2021 To 31 July 2022

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	Fitzjohns Foodbank exists to enable Lewes community to respond to food poverty in the town by: <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. Since the Covid pandemic, some food parcels are delivered directly to vulnerable clients' homes by a team of volunteer drivers- 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	
Policy on grant making	Para 1.38	

Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	The trustees are grateful for the contribution made by all our regular volunteers, who have repeatedly gone above and beyond to ensure service to clients continued, in a safe and effective manner throughout the Covid-19 pandemic.
Other		

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 connects those in our local community with spare time to share with those who could use a little help. Open every Monday afternoon at Christ Church, its activities have become more important given the emergence of the cost of living crisis, and the foodbank is extending its role to work more closely with other agencies including the District Food Partnership to provide further support for clients.</p> <p>Fitzjohns members come to us for a variety of reasons – some have been temporarily left without income due to job loss or benefit change, others affected by house moves or relationship change. Many are struggling with ill-health, low or unreliable wages or insufficient benefit levels. Between 2nd Aug 2021 and 25th July 2022, in total, Fitzjohns Foodbank prepared and distributed an estimated total of 2,250 food parcels.</p> <p>Numbers fluctuated but on average we had 50 households registered and served around 37 households each week, providing at least 2 days' worth of dry and fresh provisions, typically to a value of around £35-£40, plus essential household items such as cleaning materials, toiletries, pet foods and baby products.</p> <p>Our members tell us that they “don't know what they would do without Fitzjohns” and that “its good to have the fresh and the kids love the fruit.”</p> <p>The foodbank also provides volunteer opportunities to around 36 people, enabling social connection and contribution.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Once again the foodbank ended the year in a strong financial position, as a result of which we are able to plan for developments to fulfil our key objectives in a more wide-ranging manner.
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. This policy was due to be reviewed by trustees in the new financial year.
Amount of reserves held	Para 1.22	Although the level of corporate donations did not match the level achieved during the Covid period the foodbank still achieved a surplus of over £10,000 for the year and finished with a balance of almost £51,000, including funds of £3,000 held for particular projects.
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
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	Funds were entirely raised through central and local government grants (£9,000) and through donations from individuals and organisations (£23,000, including Gift Aid)
Investment policy and objectives including any social investment policy adopted	Para 1.46	
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
Other		

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

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

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	Vice chair		
2	Neil Graham Fisher			Christ Church, Lewes
3	Jessica Marion Sacret		to 9 September 2021	
4	Rosalind Bassford	Chair (to 23 August 2021)	to 9 September 2021	
5	Roderic Sylvester Coleman Owens			
6	Alyson Owens			
7	Steven Bostwick	Treasurer		
8	Penelope Ann Todd		from 9 September 2021	
9	Miranda O'Keeffe		to 9 September 2021 and from 21 April 2022	
10				

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

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

None

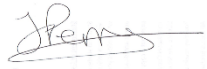
Other optional information

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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	16/5/23	

Fitzjohns Foodbank		Charity No	1184775		
		Company No			
Annual accounts for the period					
Period start date	01/08/2021	To	Period end date	31/07/2022	

Section A Statement of financial activities (including summary income and expenditure account)

Recommended categories by activity	Guidance Note	Unrestricted funds	Restricted income funds	Endowment funds	Total funds	Prior year funds
		£	£	£	£	£
		F01	F02	F03	F04	F05
Income (Note 3)						
Income and endowments from:						
Donations and legacies	S01	23,623	7,818	-	31,441	44,103
Charitable activities	S02	-	-	-	-	-
Other trading activities	S03	-	-	-	-	-
Investments	S04	-	-	-	-	-
Separate material item of income	S05	-	-	-	-	-
Other	S06	-	-	-	-	-
Total	S07	23,623	7,818	-	31,441	44,103
Expenditure (Notes 6)						
Expenditure on:						
Raising funds	S08	-	-	-	-	-
Charitable activities	S09	14,872	6,164	-	21,036	21,692
Separate material expense item	S10					
Other	S11	-	-	-	-	-
Total	S12	14,872	6,164	-	21,036	21,692
Net income/(expenditure) before tax for the reporting period						
	S13	8,751	1,654	-	10,405	22,411
Tax payable	S14	-	-	-	-	-
Net income/(expenditure) after tax before investment gains/(losses)						
	S15	8,751	1,654	-	10,405	22,411
Net gains/(losses) on investments	S16	-	-	-	-	-
Net income/(expenditure) Extraordinary items	S17	8,751	1,654	-	10,405	22,411
	S18	-	-	-	-	-
Transfers between funds	S19	-	-	-	-	-
Other recognised gains/(losses):						
Gains and losses on revaluation of fixed assets for the charity's own use	S20	-	-	-	-	-
Other gains/(losses)	S21	-	-	-	-	-
Net movement in funds	S22	8,751	1,654	-	10,405	22,411
Reconciliation of funds:						
Total funds brought forward	S23	38,811	1,516	-	40,327	17,916
Total funds carried forward	S24	47,562	3,170	-	50,732	40,327



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Fitzjohns Foodbank

On accounts for the year
ended

31 July 2022

Charity no
(if any)

1184775

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/07/2022

Responsibilities and
basis of report

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

Kelvin Speirs

Date:

17th Oct 2022

Name:

Kelvin Speirs

Relevant professional
qualification(s) or body
(if any):

N/A - 20 years experience with HMRC

Address:

FINDINGS, STATION ROAD,
PLUMPTON GREEN