

Charity No: 1184896

Love Driffield
FINANCIAL STATEMENTS
Period ending
31 August 2020

Phoenix Accountancy and Business Consultancy Limited

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For the period ending 31 August 2020**

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Trustees Annual Report For the period ending 31 August 2020

The Trustees present their report with the independently examined financial statements of Love Driffield, a Charitable Incorporated Organisation (CIO), for the period ending 31 August 2020. This is the first period of operation of the Charity.

Reference and Administrative Details of the Charity, its Trustees and Advisers

<u>Name of charity:</u>	Love Driffield
<u>Charity Registration Number:</u>	1184896
<u>Charity's Principal Address:</u>	Love Driffield Driffield Christian Fellowship Church 35a Wansford Road Driffield East Yorkshire YO25 5NP

Trustees:

Names of Trustees who served during the period and since the year end were as follows:-

Name:	Dates of service if not for the full period:
Mrs Viven (Angela) Train	First Trustee
Mr Gareth Wood-Townend	First Trustee
Mrs Heather Penistone	First Trustee
Rev Mark Witherden	First Trustee, resigned 21 st October 2020
Rev Stuart Grant	First Trustee, resigned 9 th July 2020
Dr Anthony Fouracre	First Trustee, resigned 9 th July 2020
Mr Stephen Sissons	Appointed 2 nd September 2019
Mrs Felicity Temple	Appointed 14 th October 2020

<u>Independent Examiner:</u>	Sian Broughton ACMA, CGMA, DChA, MAAT Chartered Management Accountant, Director of: Phoenix Accountancy and Business Consultancy Limited Morley's Cottage Morley's Yard Walkergate Beverley East Yorkshire HU17 9BY
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**Trustees Annual Report
For the period ending 31 August 2020**

Bankers:

Lloyds Bank
16 Middle Street
Nafferton
Driffield
YO25 4JS

HSBC Bank
12 Market Place
Driffield
YO25 6AQ

Structure, Governance and Management

Governing Document:

Love Driffield is a registered Charitable Incorporated Organisation governed by its Constitution (foundation model). The organisation was registered with the Charity Commission on the 14th August 2019.

Recruitment and appointment of Trustees:

The trustees form the Executive Committee of the charity. The members of the Executive Committee are elected at the Annual General Meeting by the members of the Charity. All members are circulated with invitations to nominate trustees in advance of the AGM.

The Constitution of the Charity states that there must be at least four charity trustees, with no maximum limit of number of trustees.

As the CIO is governed by a Foundation model Constitution, the Trustees of the Charity are also the only members of the Charity.

Trustee Induction and Training:

All trustees are provided with the Charity Commissions 'Roles and Responsibilities of Trustees', the Constitution and the financial statements including the Annual Report. Any training required by the trustees may be requested at any point, where it is considered useful to their role as trustee.

Organisational Structure:

The board of Trustees manages the Charity, and aims to consider only strategic decisions at its meetings. Trustees are aware that any conflict of interest is declared and recorded. The board holds its meeting every three months, date decided at previous meeting.

Trustees Annual Report For the period ending 31 August 2020

Risk Management:

The major risks, to which the charity is exposed, as identified by the Trustees, have been reviewed and systems have been established to mitigate those risks.

The main financial risk to the charity at present is the reduction in donations and lack of grant funding available to support the food bank during the Coronavirus pandemic.

All systems and procedures are reviewed regularly to ensure they meet charity law and our own organisations aims and objectives.

Objectives and Activities

The charity's objects are:

"To relieve persons in the Driffield and surrounding areas of the East Riding of Yorkshire that are in financial hardship in such ways as the trustees from time-to-time think fit. In particular, but not exclusively by:

- a) Running a food bank, known as "The Driffield and Wolds Foodbank" providing emergency food, essential toiletries and household items to individuals and families in need and/or for distribution by charities or other organisations working to prevent or relieve poverty.
- b) Such other means, including (but not limited to) the provision of support or signposting to relevant information and other advisory services."

Main objectives for the following year:

In shaping our objectives for the following year and planning our activities, the Trustees have considered the Charity Commission's guidance on public benefit and this is regularly revisited.

- 1 Running of the food bank to support individuals and families in need and/or for distribution by charities or other organisations. The charity strives to be a local community hub for the provision of support or signposting to relevant information and other advisory services.
- 2 To work alongside other local charities to support the community during the global pandemic.

Trustees Annual Report For the period ending 31 August 2020

Achievements and Performance

Love Driffield started the financial year having become a CIO after 6 years of operations. In October 2019, the charity was given notice on the premises the charity had been using for the last 6 years.

In February 2020, as we watched the effects of the Covid-19 pandemic getting nearer to our local community, the procedures quickly changed to accommodate generic bags and a huge increase in clients.

At the end of March 2020, Love Driffield joined the emergency response team and had to move to another building, as our client base had jumped from 37 families in January 2020 to 315 by May 2020.

Love Driffield used drivers to deliver the food until the middle of August with huge increase in demand. The charity then moved to a larger building again getting ready for the second wave. This year has been a huge learning curve for the food bank and we are now in a completely different place in every way from where the year started.

Food Donations

During the year we received 18,320.85 kg of food donations, valued at an estimated £32,061.49. As our accounts are prepared on the Receipts and Payments basis, gifts in kind are not included within the financial figures provided.

Financial Review

Reserves Policy

The Charity aims to retain unrestricted funds to cover 3 months operational costs in the event of a loss of income and to meet any unforeseen expenditure that may occur.

**Trustees Annual Report
For the period ending 31 August 2020**

Plans for Future Years

Please see main objectives for the following year.

The trustees recognise that the food bank needs to have its own premises so we can develop a plan to be more sustainable. During the pandemic Love Driffield has been part of the formation of the East Yorkshire Food Poverty Alliance and together are in process of developing a food poverty strategy across the county. One of the things that is being developed are community supermarkets and a pantry system to move clients from dependency on free food. Further down the road the trustees would like to see a hub development of agencies like the CAB and food bank / social supermarket, community cafe, and small event space / community garden / outside classroom.

Statement of disclosure of information to Independent Examiner

We, the Trustees of the charity who held office at the date of approval of these financial statements, each confirm so far as we are aware, that:

- there is no relevant information of which the charity's Independent Examiner is unaware; and

We have taken all the steps that we ought to have taken as Trustees in order to make ourselves aware of any relevant information and to establish that the charity's independent examiners are aware of that information.

Statement of Trustees responsibilities

The Trustees are responsible for preparing a Trustees' Annual Report and Financial Statements in accordance with applicable law and United Kingdom Accounting Standards. Love Driffield has income below £250,000 and has therefore elected to prepare the financial statements on a Receipts and Payments basis in line with the Charities Act 2011.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity. They are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Trustees Annual Report
For the period ending 31 August 2020**

Trustee Declaration

The Trustees declare that they have approved the Trustees Annual Report.

Signed on behalf of the charity's Trustees

Vivien (Angela) Train
Trustee

Date: 26/3/21

Angela Train

Independent Examiner's Report to the Members of Love Driffield.

I report on the accounts of Love Driffield for the period ending 31 August 2020, which are set out on pages 10 to 14.

Respective responsibilities of Trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those 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 no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

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

I 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.



Sian Broughton ACMA, CGMA, DChA, MAAT
Chartered Management Accountant, Director of:
Phoenix Accountancy and Business Consultancy Limited
Morley's Cottage
Morley's Yard
Walkergate
Beverley
HU17 9BY

Date: 31 March 2021

Receipts and Payments Account
For the period ended 31 August 2020

		2020	2020	2020
		Unrestricted	Restricted	Total
	Note	Funds	Funds	Funds
RECEIPTS		£	£	£
Grants	1	-	18,531	18,531
Donations	2	25,810	15,700	41,510
	3	<u>25,810</u>	<u>34,231</u>	<u>60,041</u>
PAYMENTS				
Food & Supplies		6,833	15,678	22,511
Packaging		2,777	-	2,777
Travel		-	582	582
Rent		150	-	150
Insurance		690	-	690
Heating		-	200	200
Printing, Stationery & Postage		613	172	785
Subscriptions		-	829	829
Racking & Shelving		813	-	813
Storage Containers		342	310	652
Small Equipment		1,385	500	1,885
Marketing		196	-	196
PPE		529	-	529
Sundries		1,010	127	1,137
		<u>15,338</u>	<u>18,398</u>	<u>33,736</u>
Net Surplus/(Deficit) for the period		10,472	15,833	26,305
Cash and Bank Balances brought forward		-	-	-
Cash and Bank Balances carried forward	4	10,472	15,833	26,305

The notes on pages 12 to 14 form part of these financial statements

**Statement of Assets and Liabilities
As at 31 August 2020**

	Notes	2020 Total Funds £
Monetary Assets		
Current Account		26,305
Total Monetary Assets		26,305
Comprising:		
Unrestricted Funds		10,472
Restricted Funds	4	15,833
		<u>26,305</u>
Non-Monetary Assets and Liabilities		
Fixed Assets for the Charity's use:		
Small Equipment – Weighing Scales		730
Trolleys		746
Cages		235
Hand Truck & Ramps		174
		<u>1,885</u>
Debtors		
Totebox Invoice paid twice, refunded after year end		<u>396</u>
Creditors		
Trade Creditors		1,138
Volunteer Mileage Claims		153
Fuel Payments		<u>40</u>
		<u>1,331</u>

These financial statements have been approved by the committee on 22/3/21 (date) and signed on its behalf by:

Angela Vivien Train Angela Vivien Train, Trustee

The notes on pages 12 to 14 form part of these financial statements.

Notes to the Financial Statements
For the period ended 31 August 2020

Notes

1 Basis of Preparation

These accounts have been prepared on a receipts and payments (R&P) basis in line with charity commission guidance for a charity of this size. This is the first period of operation, the Charitable Incorporated Organisation (CIO) registered with the Charity Commission on 14th August 2019.

2 Grants

	2020 Unrestricted Funds £	2020 Restricted Funds £	2020 Total Funds £
East Riding of Yorkshire Council – Local Community Aid for Brexit Preparations	-	7,531	7,531
Two Ridings Community Foundation – Covid-19	-	11,000	11,000
	-	18,531	18,531

3 Donations

	2020 Unrestricted Funds £	2020 Restricted Funds £	2020 Total Funds £
Donations	25,810	15,700	41,510
	25,810	15,700	41,510

Notes to the Financial Statements
For the period ended 31 August 2020

4 Restricted Funds

	Balance as at 18/08/19 £	Incoming £	Outgoing £	Balance as at 31/08/20 £
Food and Essential Supplies:				
TRCF – Covid-19 (1)	-	1,000	(998)	2
TRCF – Covid-19 (2)	-	10,000	(10,000)	-
ERYC – Brexit	-	7,531	(7,400)	131
Development of new premises	-	15,700	-	15,700
	-	34,231	(18,398)	15,833

A brief description of the restricted funds are shown below:

TRCF – Covid-19

Two restricted grants were received in relation to the Covid-19 pandemic from the National Emergencies Trust managed by Two Ridings Community Foundation to provide food, essential toiletries & household items to individuals & families in need within Driffield and surrounding areas in the East Riding of Yorkshire.

ERYC - Brexit

Restricted funding was received from East Riding Council Local Community Aid – Brexit Preparation 2019 to provide food and ancillary items to individuals and families in need within Driffield and surrounding areas in the East Riding of Yorkshire.

Development of new premises

Restricted donations have been received to support the Love Driffield Food Bank, to access new premises as the current site will no longer be available to use. The donations are to contribute to rent/purchase and any maintenance work that is needed.

Notes to the Financial Statements
For the period ended 31 August 2020

5 Taxation

Love Driffield is a registered charity. All the charities' income is applied to its charitable objectives and the association is therefore exempt under current legislation from most forms of taxation.

The charity is not VAT registered and all expenditure includes irrecoverable VAT.

6 Payments to Trustees

No remuneration directly or indirectly out of the funds of the Charity was paid or payable for the year to any Trustee.

There was also no reimbursement of travel expenses paid or payable to Trustees in respect of the year.