

HESSLE AND ANLABY FOOD BANK

England & Wales · Charity number 1189947

Details

Status Registered

Legal form CIO

Registered 2020-06-15

Register [View on the Charity Commission register](#)

Contact

Address Town Hall
South Lane
Hessle
HU13 0RR

Phone 01482648566

Email hessleanlabyfoodbank@gmail.com

Activities

Objects: THE OBJECT OF THE CIO IS TO SUPPORT PERSONS IN THE HESSLE, ANLABY AND SURROUNDING AREAS OF THE EAST RIDING OF YORKSHIRE WHO 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 HESSLE AND ANLABY FOOD BANK 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.

Activities: The object of the CIO is to support persons in Hessle, Anlaby and surrounding areas of the East Riding of Yorkshire who 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 b) Other means such as the provision of support or sign posting to relevant information and advisory services.

Classification

- **How:** Provides Services
- **What:** The Prevention Or Relief Of Poverty
- **Who:** The General Public/mankind

Geography

- East Riding Of Yorkshire

Finances

| Period end | Income | Expenditure | Assets | Employees |
|------------|---------|-------------|--------|-----------|
| 2024-12-31 | £90,613 | £96,785 | - | - |
| 2023-12-31 | £43,273 | £23,521 | - | - |
| 2022-12-31 | £53,157 | £48,957 | - | - |
| 2021-12-31 | £42,187 | £32,730 | - | - |
| 2020-12-31 | £18,898 | £4,533 | - | - |

Trustees

| Name | Role | Appointed |
|-----------------------------|-------|------------|
| Robert Frank Carroll | Chair | 2020-05-11 |
| Ann Cross | | 2020-05-11 |
| MARK KENSETT | | 2020-06-25 |
| Paul Hogan | | 2020-05-11 |
| SUSAN JOSEPHINE HORNBY | | 2020-06-25 |
| Sheila Christine Dowling | | 2021-01-05 |

HESSLE AND ANLABY FOOD BANK

England & Wales - Charity number 1189947

Accounts

Hessle and Anlaby Food Bank

FINANCIAL STATEMENTS

Period ending

31 December 2024

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For the period ending 31 December 2024**

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Trustees Annual Report For the period ending 31 December 2024

The Trustees present their report with the independently examined financial statements of Hessle and Anlaby Food Bank. This is the fourth year of operation of the Charitable Incorporated Organisation (CIO).

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

Name of charity: Hessle and Anlaby Food Bank

Charity Registration Number: 1189947

Charity's Principal Address: Hessle and Anlaby Food Bank
Town Hall
South Lane
Hessle
East Yorkshire
HU13 ORR

Trustees:

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

| Name: | Position: | Dates of service if not for the full period: |
|-------------------|------------------|---|
| Mr Robert Carroll | Chair | First Trustee |
| Mrs Ann Cross | | First Trustee |
| Mr Paul Hogan | | First Trustee |
| Mrs Susan Hornby | | Appointed 25 th June 2020 |
| Mr Mark Kensett | | Appointed 25 th June 2020 |
| Sheila Dowling | | Appointed 05 January 2021 |

Independent Examiner: Rebecca Triffitt, MAAT
Practice Accountant, Employee of:
Phoenix Accountancy and Business Consultancy Limited
4-6 Roberts Street
Scunthorpe
North Lincolnshire
DN15 66LZ

Trustees Annual Report For the period ending 31 December 2024

Bankers: NATWEST
Willerby and Kirk Ella Branch
The Square
Willerby
HU10 7UA

Structure, Governance and Management

Governing Document:

Hessle and Anlaby Food Bank is a registered Charitable Incorporated Organisation governed by its Constitution (foundation model), approved 15th June, amended on 2nd July 2020. The organisation was registered with the Charity Commission on the 15th June 2020.

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. A clause states that the Hessle Town Council may appoint up to 3 charity trustees and Anlaby with Anlaby Common Parish Council may appoint up to 2 charity trustees.

The Constitution of the Charity states that there must be at least three charity trustees, with maximum limit of seven.

Apart from the first charity trustees all trustees are appointed for a 3 year term by a resolution passed at a properly convened meeting of the charity trustees.

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 will consider the public benefit in making decisions. Trustees are aware that any conflict of interest is declared and recorded and the person will be withheld from that part of the meeting and will not be able to vote for that bit of discussion. The board holds an AGM every year, other than that any charity trustee may call a meeting during the year.

Trustees Annual Report For the period ending 31 December 2024

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. 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 object is:

"To relieve persons in the Hessle, Anlaby 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 "Hessle and Anlaby Food Bank" 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.

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.

Main objectives for the following year:

In 2025 we plan to continue to develop the "Community Pantry" to enable us to develop the support we offer to our clients. Having them come into the Centre enables us to develop a better relationship, to better understand their needs and to develop the support we can offer to get them back to self-sufficiency.

To continue to operate the foodbank to support individuals and families in need and/or for distribution to charities or other organisations. The Charity strives to continue to develop itself as a local community hub for the provision of support or signposting to relevant information and other advisory services.

We will continue to support and develop our relationship with the Hull and East Yorkshire Credit Union and will continue to try to develop services with Citizens Advice to see if a local branch could open in our area - this is an ongoing project.

**Trustees Annual Report
For the period ending 31 December 2024**Main objectives for the following year (Con't)

We are looking into the possibility of providing a Community Hub in the community centre. This will include the offering of a warm welcoming space to develop community involvement and to provide light snacks as well as signposting to other social support services.

Achievements and Performance

Changes to service user trends over the year reflected the successful move across by many to the Community Pantry where customers register and contribute a small amount on each visit for items based on a generous point system. Users may move between Pantry and Food Bank on review by Trustees as their situation changes over time and many have been encouraged after discussion of their situation, to reduce their regularity. As many as possible have been encouraged to visit to pick up their food bank items which has enabled better engagement with them. Some continue to receive volunteer delivery where they are unable to get into the centre in Hessle for health or financial reasons. This includes several from the outlying villages. However, some clients still remain on the books since the start of the charity in 2020. On balance the total number of households being supported had risen back to 115, there having been a slight dip in the summer and more smaller households coming forward of help after changes to winter fuel allowances, and cost of living rises.

A substantial Lottery grant was received in early 2025 and with permission from the building owner this was used to renovate a room at the Community Centre to make it fit for purpose for both Food Bank and Community Pantry operations; to allow access from the rear of the building; to accommodate increased freezer capacity; to put up signage; and clear the outside rear area for parking. Furthermore, an outbuilding was renovated and on-site good storage is now in operation which allowed a saving of storage rental costs. The remainder of grants plus an amount from reserves was used to purchase and insure an electric vehicle which volunteer drivers now use for bulk goods movements. This has helped the Operations Manager to undertake bulk purchases with support of the local supermarkets and wholesalers and reduce the amount of time spent on smaller stock replenishment.

A weekly rental cost of the space used has been agreed with the Community Centre Trust but formal terms are pending while the Trust continues to be set up with the Town Council. A Reserves policy has been agreed and purchasing authorisation updated along with annual review of all other policies.

Community and supermarket support for the charity has continued to be strong. We have allocated volunteers to help at Morrisons with preparing the donations for customer purchases and we monitor changes to policies at the stores as they aim to reduce costs. Grants from East Riding of Yorkshire Council have been effectively used with local butchers

**Trustees Annual Report
For the period ending 31 December 2024**

Achievements and Performance (Con't)

and others to offer a good range of choice to service users and again to allow substantial additional Christmas packs to be distributed. The White Goods fund via ERFPA also continued. The strength of support is also shown in our volunteer base which has grown slightly.

Financial Review

Reserves Policy

The charity reserves are currently healthy. At this present time there is no finance reserves policy in place, but have suggested that the charity should aim to keep 3 months running costs at all time.

Plans for Future Years

Please see main objectives for the following year.

**Trustees Annual Report
For the period ending 31 December 2024**

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. Hessle and Anlaby Food Bank 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.

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.

Independent Examiner

Rebecca Triffitt, MAAT from Phoenix Accountancy and Business Consultancy has been appointed as Independent Examiner for the period ending 31st December 2024.

Trustee Declaration

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

Signed on behalf of the charity's Trustees



Robert Carroll
Chair of Trustees

Date: 28/8/25

Independent Examiner's Report to the Members of Hessle and Anlaby Food Bank.

I report on the accounts of Hessle and Anlaby Food Bank for the period ending 31 December 2024, 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 period 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.

Rebecca Triffitt, MAAT
Practice Accountant, Employee of:
Phoenix Accountancy and Business Consultancy Limited
4-6 Roberts Street
Scunthorpe
North Lincolnshire
DN15 6LZ



Date: 31/9/25

Receipts and Payments Account

For the period ended 31 December 2024

| | | 2024 | 2024 | 2024 | 2023 | 2023 | 2023 |
|---|------|---------------|----------------|----------------|---------------|---------------|---------------|
| | Note | Unrestricted | Restricted | Total | Unrestricted | Restricted | Total |
| | | Funds | Funds | Funds | Funds | Funds | Funds |
| | | £ | £ | £ | £ | £ | £ |
| RECEIPTS | 1 | | | | | | |
| Grants | 2 | - | 62,360 | 62,360 | - | 12,285 | 12,285 |
| Donations | 3 | 17,563 | - | 17,563 | 21,120 | - | 21,120 |
| Gift Aids | | 1,662 | - | 1,662 | 9,868 | - | 9,868 |
| Community Pantry Sales | | 9,028 | - | 9,028 | - | - | - |
| | | 28,253 | 62,360 | 90,613 | 30,988 | 12,285 | 43,273 |
| PAYMENTS | | | | | | | |
| Food and Supplies | | 10,366 | 14,068 | 24,434 | 9,172 | 3,505 | 12,677 |
| Rent & Storage Fees | | 5,268 | 3,857 | 9,125 | 2,833 | 504 | 3,337 |
| Project costs | | - | - | - | - | 1,933 | 1,933 |
| Insurance | | 622 | - | 622 | 679 | - | 679 |
| Vehicle Insurance | | 1,578 | - | 1,578 | - | - | - |
| Accounts fee | | 360 | - | 360 | 720 | - | 720 |
| Phone and Mobile | | 442 | - | 442 | 1,064 | 225 | 1,289 |
| Maintenance & Refurbishment | | 7,759 | 40,637 | 48,396 | 694 | - | 694 |
| Vehicle Costs | | 164 | - | 164 | 70 | - | 70 |
| Sundries | | 444 | - | 444 | 147 | - | 147 |
| Office Expenses | | 497 | - | 497 | 384 | - | 384 |
| Marketing | | - | - | - | 299 | 25 | 324 |
| Purchase of Fixed Assets | | 350 | 9,891 | 10,241 | 1,267 | - | 1,267 |
| Website | | 482 | - | 482 | - | - | - |
| | | 28,332 | 68,453 | 96,785 | 17,329 | 6,192 | 23,521 |
| Net Surplus/(Deficit) for the period | | (79) | (6,093) | (6,172) | 13,659 | 6,093 | 19,752 |
| Cash and Bank Balances brought forward | | 43,856 | 6,172 | 50,028 | 30,197 | 79 | 30,276 |
| Cash and Bank Balances carried forward | | 43,777 | 79 | 43,856 | 43,856 | 6,172 | 50,028 |

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

**Statement of Assets and Liabilities
As at 31 December 2024**

| | Notes | 2024 Total Funds £ | 2023 Total Funds £ |
|---|-------|-----------------------------|-----------------------------|
| Monetary Assets | | | |
| Current Account | | 43,856 | 50,028 |
| Total Monetary Assets | | 43,856 | 50,028 |
| Comprising: | | | |
| Unrestricted Funds | | 43,777 | 43,856 |
| Restricted Funds | 4 | 79 | 6,172 |
| | | <u>43,856</u> | <u>50,028</u> |
| Non-Monetary Assets and Liabilities | | | |
| Fixed Assets for the Charity's use (at historical cost): | | | |
| Small Equipment – Freezer | | 700 | 700 |
| Fridge | | 220 | 220 |
| Printer - Epson | | 230 | 230 |
| Heavy Duty Trolley | | 58 | 58 |
| Lenova Laptop | | 549 | 549 |
| Metal wine racking | | 227 | 227 |
| Table with ash top | | 360 | 360 |
| Wired shelving | | 680 | 680 |
| Motor Vehicle | | 9,891 | - |
| | | <u>12,915</u> | <u>3,024</u> |
| Debtors | | - | - |
| Creditors | | 390 | 360 |

These financial statements have been approved by the committee on 08/18/25 (date) and signed on its behalf by:



Robert Carroll, Trustee

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

Notes to the Financial Statements For the period ended 31 December 2024

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. The Charitable Incorporated Organisation (CIO) registered with the Charity Commission on 15th June 2020.

2 Grants

| | 2024 Unrestricted Funds £ | 2024 Restricted Funds £ | 2024 Total Funds £ | 2023 Unrestricted Funds £ | 2023 Restricted Funds £ | 2023 Total Funds £ |
|--|------------------------------------|----------------------------------|-----------------------------|------------------------------------|----------------------------------|-----------------------------|
| East Riding Voluntary Action Service - ERFPA | - | 531 | 531 | - | 2,285 | 2,285 |
| East Riding Yorkshire Council – Emergency Food Welfare Fund | - | 7,751 | 7,751 | - | 10,000 | 10,000 |
| Costs of Living Funds | - | 36,500 | 36,500 | - | - | - |
| NL-Awards for All | - | 17,578 | 17,578 | - | - | - |
| | - | 62,360 | 62,360 | - | 12,285 | 12,285 |

3 Donations

| | 2024 Unrestricted Funds £ | 2024 Restricted Funds £ | 2024 Total Funds £ | 2023 Unrestricted Funds £ | 2023 Restricted Funds £ | 2023 Total Funds £ |
|-----------|------------------------------------|----------------------------------|-----------------------------|------------------------------------|----------------------------------|-----------------------------|
| Donations | 17,563 | - | 17,563 | 21,120 | - | 21,120 |
| | 17,563 | - | 17,563 | 21,120 | - | 21,120 |

Notes to the Financial Statements For the period ended 31 December 2024

4 Restricted Funds

| | Balance as at 31/12/23 £ | Incoming £ | Outgoing £ | Balance as at 31/12/24 £ |
|---|-----------------------------------|---------------|---------------|-----------------------------------|
| Emergency Food Welfare Fund | 5,741 | 7,751 | (13,492) | - |
| Fridge and Freezer | 79 | - | - | 79 |
| East Riding Voluntary Action Services - ERFPA | 352 | 531 | (883) | - |
| National Lottery – Awards for All | - | 17,578 | (17,578) | - |
| National Lottery – Costs of Living Fund | - | 36,500 | (36,500) | - |
| | 6,172 | 62,360 | (68,453) | 79 |

A brief description of the restricted funds are shown below:

Emergency Food Welfare Fund

Restricted funding was received from East Riding of Yorkshire Council to provide food, essential toiletries and household items to individuals and families in need within Hessle, Anlaby and surrounding areas of East Riding of Yorkshire. (1st November 2023 to 28th February 2024)

Fridge and Freezer

Restricted funding was received from Anlaby with Anlaby Common Parish Council to purchase a Fridge and Freezer.

Kitchen Utensil – ERVAS on behalf ERFPA

Restricted funding was received from East Riding Voluntary Action Services on behalf of East Riding Food Poverty Alliance for essential household items to families in need within Hessle, Anlaby and surrounding areas of East Riding of Yorkshire.

National Lottery – Awards for All

Restricted funding was received from National Lottery to help pay to convert a outbuilding into additional food storage facility.

National Lottery – Costs of Living Fund

Restricted funding was received from National Lottery to contribute towards core cost, van & additional funds to convert a outbuilding into additional food storage facility.

**Notes to the Financial Statements
For the period ended 31 December 2024**

5 Taxation

Hessle and Anlaby Food Bank is a registered charity. All the charities' income is applied to its charitable objectives and the charity 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 period to any Trustee.

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

7 Related Party Transactions

During the year the charity has the no related party transactions with its trustees.

8 Going Concern

Trustees consider the Charity to be a going concern for a period of at least 12 months after the date on the Independent Examiners report as the Charity receives Income from Community Pantry Sales and donations, they don't rely on grants.

HESSLE AND ANLABY FOOD BANK

England & Wales - Charity number 1189947

Accounts

Hessle and Anlaby Food Bank

FINANCIAL STATEMENTS

Period ending

31 December 2023

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Trustees Annual Report For the period ending 31 December 2023

The Trustees present their report with the independently examined financial statements of Hessle and Anlaby Food Bank. This is the fourth year of operation of the Charitable Incorporated Organisation (CIO).

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

Name of charity: Hessle and Anlaby Food Bank

Charity Registration Number: 1189947

Charity's Principal Address: Hessle and Anlaby Food Bank
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South Lane
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East Yorkshire
HU13 ORR

Trustees:

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

| Name: | Position: | Dates of service if not for the full period: |
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| Mr Robert Carroll | Chair | First Trustee |
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| Mr Paul Hogan | | First Trustee |
| Mrs Susan Hornby | | Appointed 25 th June 2020 |
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Practice Accountant, Employee of:
Phoenix Accountancy and Business Consultancy Limited
Morley's Cottage
Morley's Yard
Walkergate
Beverley
East Yorkshire
HU17 9BY

**Trustees Annual Report
For the period ending 31 December 2022**

Bankers:

NATWEST
Willerby and Kirk Ella Branch
The Square
Willerby
HU10 7UA

Structure, Governance and Management

Governing Document:

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**Trustees Annual Report
For the period ending 31 December 2023**

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. 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 object is:

"To relieve persons in the Hessle, Anlaby 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:

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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.

Main objectives for the following year:

In 2024 we plan to continue to develop the "Community Pantry" to enable us to develop the support we offer to our clients. Having them come into the Centre enables us to develop a better relationship, to better understand their needs and to develop the support we can offer to get them back to self-sufficiency.

To continue to operate the foodbank to support individuals and families in need and/or for distribution to charities or other organisations. The Charity strives to continue to develop itself as a local community hub for the provision of support or signposting to relevant information and other advisory services.

We will continue to support and develop our relationship with the Hull and East Yorkshire Credit Union and will continue to try to develop services with Citizens Advice to see if a local branch could open in our area - this is an ongoing project.

**Trustees Annual Report
For the period ending 31 December 2023**

Main objectives for the following year (Con't)

In 2024 we will relocate and redevelop the area of Hessle Community Centre that the Food Bank occupies. This will provide us with separate access, better food storage and allow us to provide a better service to our clients. This will be achieved using grants which we have obtained from the National Lottery.

Achievements and Performance

Demand has grown in the year as cost of living rises. Over 100 households supported per month by year end and some household left and re-joined. We continue to support other local East Riding villages including Brough and North Ferriby.

Food donations from our supermarket partners and their customers continue to be a major source of support. We pick up every week from Morrisons, Sainsbury's and Heron Foods and these supplies are very helpful. From Morrisons alone customers buy good to value of £150-200 per week, more around Xmas.

We supplied all clients with a special Xmas parcel. This was well received and appreciated.

We have developed a pantry model and launched to current clients in September 2023. This ensures clients can have more choice over the products they take and works to counter the stigma associated with the attending a food bank as we take a small contribution towards costs. Current volunteers were trained and adapted to the change very well. Fewer drivers needed. This change also allows us to take time to talk with customers to understand their needs and adapt stocks according. We are also attempting to improve our signposting towards other sources of help.

Volunteer induction training has been reviewed and revised as necessary to fit with the new method of working.

Towards end of 2023 we took on our first placement student. Working with her school and under supervision of Operations Manager (safeguarding) and Training Lead she worked with us one day a week for six weeks. This was very successful and offered benefits to the student and the Food Bank.

We held our Annual Public Meeting in March 2023 which was better attended than the previous year.

We had our first Food Hygiene Inspection in this year and received a positive report. Some useful advice was received and acted upon.

**Trustees Annual Report
For the period ending 31 December 2023**

Achievements and Performance (Con't)

In March 2023 we had our first successful (back dated) application for Gift Aid accepted. This is now kept up to date on a three monthly basis and provides a welcome boost to our fund raising efforts.

For the second year we had a stall at Hessle Feast to raise awareness and as a small fund-raising opportunity.

We invested in a new upgraded website which allows people to make donations directly and improves local awareness of the Food Bank. This was still not fully operational at the end of 2023 but is now working correctly.

Our membership of East Riding Food Poverty Alliance was formalised and improved data returns developed to meet their requirements and those as a condition of grants from ERYC.

We took part in the ERYC white good project, buying small goods (air fryers, microwaves, kettles, toasters) to residents assessed by ERYC. This was entirely funded by ERYC.

Working together with Hull and East Yorkshire Credit Union (HEYCU) we developed and launched their Hessle branch - staffed by food bank volunteers who have been trained up and represent HEYCU. Contribution to set up costs made and a session is held in the Town Hall every week.

In an attempt to provide more advice and signposting to clients we attempted to link up with Citizens Advice as we identified a lack of financial help and advice in our area. However, they are fully stretched and not able to have a presence in Hessle at present. We attempted to identify suitable/willing volunteers without success.

Financial Review

Reserves Policy

The charity reserves are currently healthy. At this present time there is no finance reserves policy in place, but have suggested that the charity should aim to keep 3 months running costs at all time.

Plans for Future Years

Please see main objectives for the following year.

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. Hessle and Anlaby Food Bank 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.

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.

Independent Examiner

Rebecca Triffitt, MAAT from Phoenix Accountancy and Business Consultancy has been appointed as Independent Examiner for the period ending 31st December 2023.

Trustee Declaration

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

Signed on behalf of the charity's Trustees



Robert Carroll
Chair of Trustees

Date: 23rd AUG 2023

**Trustees Annual Report
For the period ending 31 December 2023**

Independent Examiner's Report to the Members of Hessle and Anlaby Food Bank.

I report on the accounts of Hessle and Anlaby Food Bank for the period ending 31 December 2023, 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 period 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.

Rebecca Triffitt, MAAT
Practice Accountant, Employee of:
Phoenix Accountancy and Business Consultancy Limited
Morley's Cottage
Morley's Yard
Walkergate
Beverley
HU17 9BY



Date: 23.8.24

Receipts and Payments Account For the period ended 31 December 2023

| | | 2023 | 2023 | 2023 | 2022 | 2022 | 2022 |
|---|------|-----------------------|---------------------|----------------|-----------------------|---------------------|----------------|
| | Note | Unrestricted Funds | Restricted Funds | Total Funds | Unrestricted Funds | Restricted Funds | Total Funds |
| | | £ | £ | £ | £ | £ | £ |
| RECEIPTS | 1 | | | | | | |
| Grants | 2 | - | 12,285 | 12,285 | - | 10,400 | 10,400 |
| Donations | 3 | 21,120 | - | 21,120 | 42,757 | - | 42,757 |
| Gift Aids | | 9,868 | - | 9,868 | - | - | - |
| | | 30,988 | 12,285 | 43,273 | 42,757 | 10,400 | 53,157 |
| PAYMENTS | | | | | | | |
| Food and Supplies | | 9,172 | 3,505 | 12,677 | 6,775 | 26,777 | 33,552 |
| Rent & Storage Fees | | 2,833 | 504 | 3,337 | 5,065 | 815 | 5,880 |
| Project costs | | - | 1,933 | 1,933 | - | - | - |
| Insurance | | 679 | - | 679 | 616 | - | 616 |
| Accounts fee | | 720 | - | 720 | - | - | - |
| Phone and Mobile | | 1,064 | 225 | 1,289 | 1,126 | - | 1,126 |
| Maintenance | | 694 | - | 694 | - | - | - |
| Vehicle Costs | | 70 | - | 70 | 25 | 195 | 220 |
| Sundries | | 147 | - | 147 | 19 | - | 19 |
| Office Expenses | | 384 | - | 384 | 1,523 | - | 1,523 |
| Marketing | | 299 | 25 | 324 | - | - | - |
| Purchase of Fixed Assets | | 1,267 | - | 1,267 | 549 | - | 549 |
| Website | | - | - | - | 5,472 | - | 5,472 |
| | | 17,329 | 6,192 | 23,521 | 21,170 | 27,787 | 48,957 |
| Net Surplus/(Deficit) for the period | | 13,659 | 6,093 | 19,752 | 21,587 | (17,387) | 4,200 |
| Cash and Bank Balances brought forward | | 30,197 | 79 | 30,276 | 8,610 | 17,466 | 26,076 |
| Cash and Bank Balances carried forward | | 43,856 | 6,172 | 50,028 | 30,197 | 79 | 30,276 |

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

**Statement of Assets and Liabilities
As at 31 December 2023**

| | Notes | 2023 Total Funds £ | 2022 Total Funds £ |
|---|-------|-----------------------------|-----------------------------|
| Monetary Assets | | | |
| Current Account | | 50,028 | 30,276 |
| Total Monetary Assets | | 50,028 | 30,276 |
| Comprising: | | | |
| Unrestricted Funds | | 43,856 | 30,197 |
| Restricted Funds | 4 | 6,172 | 79 |
| | | <u>50,028</u> | <u>30,276</u> |
| Non-Monetary Assets and Liabilities | | | |
| Fixed Assets for the Charity's use (at historical cost): | | | |
| Small Equipment – Freezer | | 700 | 700 |
| Fridge | | 220 | 220 |
| Printer - Epson | | 230 | 230 |
| Heavy Duty Trolley | | 58 | 58 |
| Lenova Laptop | | 549 | 549 |
| Metal wine racking | | 227 | - |
| Table with ash top | | 360 | - |
| Wired shelving | | 680 | - |
| | | <u>3,024</u> | <u>1,757</u> |
| Debtors | | - | - |
| Creditors | | <u>360</u> | <u>360</u> |

These financial statements have been approved by the committee on 23.8.24 (date) and signed on its behalf by:



Robert Carroll, Trustee

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

Notes to the Financial Statements
For the period ended 31 December 2023

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. The Charitable Incorporated Organisation (CIO) registered with the Charity Commission on 15th June 2020.

2 Grants

| | 2023 Unrestricted Funds £ | 2023 Restricted Funds £ | 2023 Total Funds £ | 2022 Unrestricted Funds £ | 2022 Restricted Funds £ | 2022 Total Funds £ |
|--|------------------------------------|----------------------------------|-----------------------------|------------------------------------|----------------------------------|-----------------------------|
| East Riding Voluntary Action Service - ERFPA | - | 2,285 | 2,285 | - | 400 | 400 |
| East Riding Yorkshire Council – Emergency Food Welfare Fund | - | 10,000 | 10,000 | - | 10,000 | 10,000 |
| | - | 12,285 | 12,285 | - | 10,400 | 10,400 |

3 Donations

| | 2023 Unrestricted Funds £ | 2023 Restricted Funds £ | 2023 Total Funds £ | 2022 Unrestricted Funds £ | 2022 Restricted Funds £ | 2022 Total Funds £ |
|-----------|------------------------------------|----------------------------------|-----------------------------|------------------------------------|----------------------------------|-----------------------------|
| Donations | 21,120 | - | 21,120 | 42,757 | - | 42,757 |
| | 21,120 | - | 21,120 | 42,757 | - | 42,757 |

**Notes to the Financial Statements
For the period ended 31 December 2023**

4 Restricted Funds

| | Balance as at 31/12/22 £ | Incoming £ | Outgoing £ | Balance as at 31/12/23 £ |
|---|---|-----------------------|-----------------------|---|
| Emergency Food Welfare Fund | - | 10,000 | (4,259) | 5,741 |
| Fridge and Freezer | 79 | - | | 79 |
| East Riding Voluntary Action Services - ERFPA | - | 2,285 | (1,933) | 352 |
| | <u>79</u> | <u>12,285</u> | <u>(6,192)</u> | <u>6,172</u> |

A brief description of the restricted funds are shown below:

Emergency Food Welfare Fund

Restricted funding was received from East Riding of Yorkshire Council to provide food, essential toiletries and household items to individuals and families in need within Hessle, Anlaby and surrounding areas of East Riding of Yorkshire. (1st November 2023 to 28th February 2024)

Fridge and Freezer

Restricted funding was received from Anlaby with Anlaby Common Parish Council to purchase a Fridge and Freezer.

Kitchen Utensil – ERVAS on behalf ERFPA

Restricted funding was received from East Riding Voluntary Action Services on behalf of East Riding Food Poverty Alliance for essential household items to families in need within Hessle, Anlaby and surrounding areas of East Riding of Yorkshire.

**Notes to the Financial Statements
For the period ended 31 December 2023**

5 Taxation

Hessle and Anlaby Food Bank is a registered charity. All the charities' income is applied to its charitable objectives and the charity 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 period to any Trustee.

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

HESSLE AND ANLABY FOOD BANK

England & Wales - Charity number 1189947

Accounts

Hessle and Anlaby Food Bank

FINANCIAL STATEMENTS

Period ending

31 December 2022

**Contents to the Financial Statements
For the period ending 31 December 2022**

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Trustees Annual Report For the period ending 31 December 2022

The Trustees present their report with the independently examined financial statements of Hessle and Anlaby Food Bank. This is the second year of operation of the Charitable Incorporated Organisation (CIO).

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

Name of charity: Hessle and Anlaby Food Bank

Charity Registration Number: 1189947

Charity's Principal Address: Hessle and Anlaby Food Bank
Town Hall
South Lane
Hessle
East Yorkshire
HU13 ORR

Trustees:

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

| Name: | Position: | Dates of service if not for the full period: |
|-------------------|------------------|---|
| Mr Robert Carroll | Chair | First Trustee |
| Mrs Ann Cross | | First Trustee |
| Mr Paul Hogan | | First Trustee |
| Mrs Susan Hornby | | Appointed 25 th June 2020 |
| Mr Mark Kensett | | Appointed 25 th June 2020 |
| Sheila Dowling | | Appointed 05 January 2021 |

Independent Examiner: Rebecca Triffitt, MAAT
Practice Accountant, Employee of:
Phoenix Accountancy and Business Consultancy Limited
Morley's Cottage
Morley's Yard
Walkergate
Beverley
East Yorkshire
HU17 9BY

Trustees Annual Report For the period ending 31 December 2022

Bankers:

NATWEST
Willerby and Kirk Ella Branch
The Square
Willerby
HU10 7UA

Structure, Governance and Management

Governing Document:

Hessle and Anlaby Food Bank is a registered Charitable Incorporated Organisation governed by its Constitution (foundation model), approved 15th June, amended on 2nd July 2020. The organisation was registered with the Charity Commission on the 15th June 2020.

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. A clause states that the Hessle Town Council may appoint up to 3 charity trustees and Anlaby with Anlaby Common Parish Council may appoint up to 2 charity trustees.

The Constitution of the Charity states that there must be at least three charity trustees, with maximum limit of seven.

Apart from the first charity trustees all trustees are appointed for a 3 year term by a resolution passed at a properly convened meeting of the charity trustees.

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 will consider the public benefit in making decisions. Trustees are aware that any conflict of interest is declared and recorded and the person will be withheld from that part of the meeting and will not be able to vote for that bit of discussion. The board holds an AGM every year, other than that any charity trustee may call a meeting during the year.

Trustees Annual Report For the period ending 31 December 2022

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. 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 object is:

"To relieve persons in the Hessle, Anlaby 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 "Hessle and Anlaby Food Bank" 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.

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. To work alongside other local charities to support the community during the global pandemic.

Main objectives for the following year:

To continue to operate the foodbank to support individuals and families in need and/or for distribution to 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.

During 2022 we prepared for Hessle to have its own Credit Union branch outpost and this opened in March 2023. We were fortunate to have some of our own volunteers helping with this.

We also began liaising with the Citizens Advice to see if a local branch could open in our area - this is an ongoing project.

Trustees Annual Report For the period ending 31 December 2022

Main objectives for the following year (Con't)

Plans are also being developed to open a "Community Pantry" to work alongside the existing Foodbank in order to help people to become more self-reliant and to operate as a steppingstone to moving on from the need to use the foodbank.

Achievements and Performance

The food bank had a year of consolidation in 2022, this being the first year we weren't affected by Covid-19 restrictions.

The numbers of people we helped each week varied between 200 and 270. Our clients predominately came from Hessle and Anlaby with a few others coming from other East Yorkshire villages within a radius of 5 miles of our base. As Hull has a number of its own foodbanks we continue to limit the help we give to those in East Yorkshire due to logistical challenges with distribution.

We have established a better system of clients using the food bank on a weekly basis for the first 1-2 months, and then moving to fortnightly food parcels and then monthly. This has increased the number of families who we help but reduced the regularity of how often they receive help. We have also reduced the number of families who we deliver to - encouraging them to collect from our centre wherever possible.

Volunteer induction training was reviewed and revised.

We invested in a new upgraded website which allows people to make donations directly and also improves local awareness of the Food Bank.

Over the 2022 Easter school holidays we distributed 360 parcels to school pupils who normally receive free school meals.

During the latter half of 2022 we were fortunate to benefit from fresh meat donated by a local pork processor. This is now available to us 2 or 3 times each month and has been very much appreciated by our clients.

We printed leaflets about our charity and our volunteers kindly distributed these around our neighbourhood. This encouraged financial donations and publicised our services to those facing food poverty.

New donors recognising the local need included Hessle Open Gardens, Andrew Marvell Lodge L5642, WI West Hull and Linus Project.

Trustees Annual Report For the period ending 31 December 2022

Achievements and Performance (Con't)

The amount of food we received through Fareshare drastically reduced in 2022 and the DEFRA stock supply ended, but we have been fortunate to establish new relationships with extra supermarkets who have been very generous. Our volunteer drivers pick up from 4 or 5 different supermarket chains throughout the week. This reduces the amount of food and household essentials we need to buy.

2022 was a year of consolidation as we prepare for a life post-pandemic in our foodbank. Our initial thought was that a foodbank was only needed during the Covid lock down but sadly this has proved not to be the case.

Financial Review

Reserves Policy

The charity reserves are currently healthy. At this present time there is no finance reserves policy in place, but have suggested that the charity should aim to keep 3 months running costs at all time.

Plans for Future Years

Please see main objectives for the following year.

During 2022 we developed a strategy to become more of a "Community Hub" with the provision of more signposting services and providing more services help to our clients get back on their feet. The plans for this can be seen in the "Main objectives for the following year" section and work on this will continue in 2023.

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. Hessle and Anlaby Food Bank 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 December 2022**

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.

Independent Examiner

Rebecca Triffitt, MAAT from Phoenix Accountancy and Business Consultancy has been appointed as Independent Examiner for the period ending 31st December 2022.

Trustee Declaration

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

Signed on behalf of the charity's Trustees



Robert Carroll
Chair of Trustees

Date: 6TH Sept 2023

**Trustees Annual Report
For the period ending 31 December 2022**

Independent Examiner's Report to the Members of Hessle and Anlaby Food Bank.

I report on the accounts of Hessle and Anlaby Food Bank for the period ending 31 December 2022, 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 period 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.

Rebecca Triffitt, MAAT
Practice Accountant, Employee of:
Phoenix Accountancy and Business Consultancy Limited
Morley's Cottage
Morley's Yard
Walkergate
Beverley
HU17 9BY



Date: 6/9/23

Receipts and Payments Account For the period ended 31 December 2022

| | | 2022 | 2022 | 2022 | 2021 | 2021 | 2021 |
|---|------|---------------|-----------------|---------------|---------------|---------------|---------------|
| | Note | Unrestricted | Restricted | Total | Unrestricted | Restricted | Total |
| | | Funds | Funds | Funds | Funds | Funds | Funds |
| | | £ | £ | £ | £ | £ | £ |
| RECEIPTS | 1 | | | | | | |
| Grants | 2 | - | 10,400 | 10,400 | - | 30,569 | 30,569 |
| Donations | 3 | 42,757 | - | 42,757 | 11,125 | 493 | 11,618 |
| | | 42,757 | 10,400 | 53,157 | 11,125 | 31,062 | 42,187 |
| PAYMENTS | | | | | | | |
| Food and Supplies | | 6,775 | 26,777 | 33,552 | - | 23,182 | 23,182 |
| Rent & Storage Fees | | 5,065 | 815 | 5,880 | 4,903 | - | 4,903 |
| Heat & Light | | - | - | - | 1,802 | - | 1,802 |
| Insurance | | 616 | - | 616 | - | 493 | 493 |
| Phone and Mobile | | 1,126 | - | 1,126 | 1,275 | - | 1,275 |
| Maintenance | | - | - | - | 289 | - | 289 |
| Vehicle Costs | | 25 | 195 | 220 | 128 | - | 128 |
| Sundries | | 19 | - | 19 | 275 | - | 275 |
| Office Expenses | | 1,523 | - | 1,523 | 383 | - | 383 |
| Purchase of Fixed Assets | | 549 | - | 549 | - | - | - |
| Website | | 5,472 | - | 5,472 | - | - | - |
| | | 21,170 | 27,787 | 48,957 | 9,055 | 23,675 | 32,730 |
| Net Surplus/(Deficit) for the period | | 21,587 | (17,387) | 4,200 | 2,070 | 7,387 | 9,457 |
| Cash and Bank Balances brought forward | | 8,610 | 17,466 | 26,076 | 6,540 | 10,079 | 16,619 |
| Cash and Bank Balances carried forward | | 30,197 | 79 | 30,276 | 8,610 | 17,466 | 26,076 |

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

**Statement of Assets and Liabilities
As at 31 December 2022**

| | Notes | 2022 Total Funds £ | 2021 Total Funds £ |
|---|-------|-----------------------------|-----------------------------|
| Monetary Assets | | | |
| Current Account | | 30,276 | 26,076 |
| Total Monetary Assets | | 30,276 | 26,076 |
| Comprising: | | | |
| Unrestricted Funds | | 30,197 | 8,610 |
| Restricted Funds | 4 | 79 | 17,466 |
| | | <u>30,276</u> | <u>26,076</u> |
| Non-Monetary Assets and Liabilities | | | |
| Fixed Assets for the Charity's use (at historical cost): | | | |
| Small Equipment – Freezer | | 700 | 700 |
| Fridge | | 220 | 220 |
| Printer - Epson | | 230 | 230 |
| Heavy Duty Trolley | | 58 | 58 |
| Lenova Laptop | | 549 | - |
| | | <u>1,757</u> | <u>1,208</u> |
| Debtors | | <u>360</u> | <u>360</u> |
| Creditors | | <u>-</u> | <u>-</u> |

These financial statements have been approved by the committee on 10th Aug 2023 (date) and signed on its behalf by:



Robert Carroll, Trustee

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

Notes to the Financial Statements For the period ended 31 December 2022

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. The Charitable Incorporated Organisation (CIO) registered with the Charity Commission on 15th June 2020.

2 Grants

| | 2022 Unrestricted Funds £ | 2022 Restricted Funds £ | 2022 Total Funds £ | 2021 Unrestricted Funds £ | 2021 Restricted Funds £ | 2021 Total Funds £ |
|--|------------------------------------|----------------------------------|-----------------------------|------------------------------------|----------------------------------|-----------------------------|
| East Riding Voluntary Action Service - ERFPA | - | 400 | 400 | - | - | - |
| East Riding Yorkshire Council – Emergency Food Welfare Fund | - | 10,000 | 10,000 | - | - | - |
| East Riding Voluntary Action Service - HAF | - | - | - | - | 29,370 | 29,370 |
| HEY Smile | - | - | - | - | 1,199 | 1,199 |
| | - | 10,400 | 10,400 | - | 30,569 | 30,569 |

3 Donations

| | 2022 Unrestricted Funds £ | 2022 Restricted Funds £ | 2022 Total Funds £ | 2021 Unrestricted Funds £ | 2021 Restricted Funds £ | 2021 Total Funds £ |
|-----------|------------------------------------|----------------------------------|-----------------------------|------------------------------------|----------------------------------|-----------------------------|
| Donations | 42,757 | - | 42,757 | 11,125 | 493 | 11,618 |
| | 42,757 | - | 42,757 | 11,125 | 493 | 11,618 |

**Notes to the Financial Statements
For the period ended 31 December 2022**

4 Restricted Funds

| | Balance as at 31/12/21 £ | Incoming £ | Outgoing £ | Balance as at 31/12/22 £ |
|---|---|-----------------------|-----------------------|---|
| Emergency Food Welfare Fund | - | 10,000 | (10,000) | - |
| Fridge and Freezer | 79 | - | | 79 |
| East Riding Voluntary Action Services - ERFPA | - | 400 | (400) | - |
| Food Parcels - School Holidays | 17,387 | - | (17,387) | - |
| | <u>17,466</u> | <u>10,400</u> | <u>(27,787)</u> | <u>79</u> |

A brief description of the restricted funds are shown below:

Emergency Food Welfare Fund

Restricted funding was received from East Riding of Yorkshire Council to provide food, essential toiletries and household items to individuals and families in need within Hessle, Anlaby and surrounding areas of East Riding of Yorkshire.

Fridge and Freezer

Restricted funding was received from Anlaby with Anlaby Common Parish Council to purchase a Fridge and Freezer.

Food Parcels - ERVAS on behalf of ERYC

Restricted funding was received from East Riding Voluntary Action Services on behalf of East Riding of Yorkshire Council to provide food, essential toiletries and household items to families in need within Hessle, Anlaby and surrounding areas of East Riding of Yorkshire.

Kitchen Utensil – ERVAS on behalf ERFPA

Restricted funding was received from East Riding Voluntary Action Services on behalf of East Riding Food Poverty Alliance for essential household items to families in need within Hessle, Anlaby and surrounding areas of East Riding of Yorkshire.

**Notes to the Financial Statements
For the period ended 31 December 2022**

5 Taxation

Hessle and Anlaby Food Bank is a registered charity. All the charities' income is applied to its charitable objectives and the charity 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 period to any Trustee.

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

HESSLE AND ANLABY FOOD BANK

England & Wales - Charity number 1189947

Accounts

Hessle and Anlaby Food Bank

FINANCIAL STATEMENTS

Period ending

31 December 2021

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For the period ending 31 December 2021**

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**Trustees Annual Report
For the period ending 31 December 2021**

The Trustees present their report with the independently examined financial statements of Hessle and Anlaby Food Bank. This is the second year of operation of the Charitable Incorporated Organisation (CIO).

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

Name of charity: Hessle and Anlaby Food Bank

Charlty Registration Number: 1189947

Charity's Principal Address: Hessle and Anlaby Food Bank
Town Hall
South Lane
Hessle
East Yorkshire
HU13 ORR

Trustees:

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

| Name: | Position: | Dates of service if not for the full period: |
|-------------------|------------------|---|
| Mr Robert Carroll | Chair | First Trustee |
| Mrs Ann Cross | | First Trustee |
| Mr Paul Hogan | | First Trustee |
| Mrs Susan Hornby | | Appointed 25 th June 2020 |
| Mr Mark Kensett | | Appointed 25 th June 2020 |
| Sheila Dowling | | Appointed 05 January 2021 |

Independent Examiner: Rebecca Triffitt, MAAT
Practice Accountant, Employee of:
Phoenix Accountancy and Business Consultancy Limited
Morley's Cottage
Morley's Yard
Walkergate
Beverley
East Yorkshire
HU17 9BY

**Trustees Annual Report
For the period ending 31 December 2021**

Bankers: NATWEST
Willerby and Kirk Ella Branch
The Square
Willerby
HU10 7UA

Structure, Governance and Management

Governing Document:

Hessle and Anlaby Food Bank is a registered Charitable Incorporated Organisation governed by its Constitution (foundation model), approved 15th June, amended on 2nd July 2020. The organisation was registered with the Charity Commission on the 15th June 2020.

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. A clause states that the Hessle Town Council may appoint up to 3 charity trustees and Anlaby with Anlaby Common Parish Council may appoint up to 2 charity trustees.

The Constitution of the Charity states that there must be at least three charity trustees, with maximum limit of seven.

Apart from the first charity trustees all trustees are appointed for a 3 year term by a resolution passed at a properly convened meeting of the charity trustees.

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 and the person will be withheld from that part of the meeting and will not be able to vote for that bit of discussion. The board holds an AGM every year, other than that any charity trustee may call a meeting during the year.

**Trustees Annual Report
For the period ending 31 December 2021**

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. 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 object is:

"To relieve persons in the Hessle, Anlaby 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 "Hessle and Anlaby Food Bank" 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.

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. To work alongside other local charities to support the community during the global pandemic.

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 December 2021

Achievements and Performance

The Hessle and Anlaby Food Bank was set up in April 2020 in response to the expected increase in food poverty caused by the COVID 19 pandemic and this report and accounts charts the progress during its first full year of operation. We were unsure how much need there would be once Covid-19 restrictions were lifted but the demand has continued to grow. As food prices are now soaring and energy prices also increasing we are expecting a greater demand as 2022 progresses.

Key achievements include:-

- The 6 trustees appointed initially all remain in place, playing active roles. We are incredibly fortunate to have volunteers and trustees who have a wealth of professional experience in a wide range of subjects – from staff training, to social work, housing, marketing, accounts, admin and teaching. This means we run an effective and efficient operation.
- In October 2021 we held a public meeting to encourage input from a wider audience. Unfortunately, only trustees and volunteers attended. With the use of some new banners we subsequently set up stands in public places & events to see if we could generate financial donations, encourage the public to drop off food and to create an awareness that the food bank existed for those facing food poverty.
- We continue to subscribe to the Fairshare programme, supplying us weekly food. We have also built up a number of links with local supermarkets, butchers and greengrocers who all donate their surplus food.
- We've subscribed to NCVO to access good practice guidance.
- Taken part in ERVAS white goods project, offering free small items to in need households referred by social service.
- Using the results of a client feedback survey to review parcel content.
- Many of the users of the food bank have been with us for nearly 2 years – all receiving weekly food parcels. In order to ensure this hadn't just become a habit we called all clients to see if we could reduce the regularity to fortnightly or monthly. We've been successful with 50% of all clients – many are able to cope with fortnightly parcels but very few could reduce down to monthly. The result is that we've had capacity to take on new clients. Similarly, we are continuing to encourage as many clients as possible to collect their own parcel, which allows us to build up a better rapport with them and also reduces the number of volunteer drivers we need.

- We've consolidated the insurance position including public liability insurance. Fortunately, this cost has been gifted and has not added to costs.
- We continue to use the Hessle Community Centre as our base each Monday and Thursday morning. The facility isn't ideal for our needs so we're looking at alternative venues. We began renting a 2nd storage facility in Willerby in 2021 in response to the growing number of families we were helping but also from occasional gifts of large numbers of boxes of one type of food. An example was the donation of over 100 boxes of chocolate digestive biscuits, donated from a shipping company at Hull's port! We still collaborate with other East Riding food banks, sharing food gluts.
- Reviewed and refreshed data handling policy and practices. We've also written policies including safeguarding, food hygiene and volunteer training which are updated annually.
- We've taken part in a regional initiative to provide parcels to those families in receipt of free school meals, linking with primary schools and a high school in Hessle and Anlaby. This was a funded programme.
- The split between Hessle and Anlaby remains similar at 50/50 with the occasional request from other East Riding villagers. We continue to direct Hull families to the many food banks located in this neighbouring unitary authority, and to concentrate our efforts to East Riding residents only. The number of families who had weekly parcels in January 2021 was 61 and this had risen to 69 by December 2021. This was a rise from 166 to 192 people per week. In total 2,949 parcels were delivered/collected in 2021.
- Towards the end of the year we established a Facebook page and appointed a local web designer to start building a web site.
- The Trustees would like to take this opportunity to thank all of those who have provide such amazing support in helping the Food Bank to grow into the successful social enterprise that it is. There are too many to be named individually, but they include our dedicated volunteers and our many donors without whom none of this would have been possible

Financial Review

Reserves Policy

The charity reserves are currently healthy. At this present time there is no finance reserves policy in place, but have suggested that the charity should aim to keep 3 months running costs at all time.

**Trustees Annual Report
For the period ending 31 December 2021**

Plans for Future Years

Please see main objectives for the following year.

2021 has proved the need for the Food Bank. It is the view of the Trustees that there is an ongoing need in the area as there are no other similar facilities nearby. It is the intention to continue to operate the Food Bank for the alleviation of food poverty for the foreseeable future. Plans for 2022 therefore include the continuation of our efforts to complete the development of our processes and procedures and to develop our service offering to help those in need to get the help they require.

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. Hessle and Anlaby Food Bank 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.

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.

Independent Examiner

Rebecca Triffitt, MAAT from Phoenix Accountancy and Business Consultancy has been appointed as Independent Examiner for the period ending 31st December 2021.

Trustee Declaration

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

Signed on behalf of the charity's Trustees



Robert Carroll
Chair of Trustees

Date: 6/2/23

**Trustees Annual Report
For the period ending 31 December 2021**

Independent Examiner's Report to the Members of Hessle and Anlaby Food Bank.

I report on the accounts of Hessle and Anlaby Food Bank for the period ending 31 December 2021, which are set out on pages 11 to 15.

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 period 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.

Rebecca Triffitt, MAAT
Practice Accountant, Employee of:
Phoenix Accountancy and Business Consultancy Limited
Morley's Cottage
Morley's Yard
Walkergate
Beverley
HU17 9BY



Date: 8/12/23

Receipts and Payments Account For the period ended 31 December 2021

| | | 2021 | 2021 | 2021 | 2020 | 2020 | 2020 |
|---|------|--------------|---------------|---------------|--------------|---------------|---------------|
| | Note | Unrestricted | Restricted | Total | Unrestricted | Restricted | Total |
| | | Funds | Funds | Funds | Funds | Funds | Funds |
| | | £ | £ | £ | £ | £ | £ |
| RECEIPTS | 1 | | | | | | |
| Grants | 2 | - | 30,569 | 30,569 | - | 11,000 | 11,000 |
| Donations | 3 | 11,125 | 493 | 11,618 | 7,552 | 346 | 7,898 |
| | | 11,125 | 31,062 | 42,187 | 7,552 | 11,346 | 18,898 |
| PAYMENTS | | | | | | | |
| Food and Supplies | | - | 23,182 | 23,182 | 2,317 | - | 2,317 |
| Rent & Storage Fees | | 4,903 | - | 4,903 | - | - | - |
| Heat & Light | | 1,802 | - | 1,802 | - | - | - |
| Insurance | | - | 493 | 493 | - | - | - |
| Phone and Mobile | | 1,275 | - | 1,275 | 451 | 59 | 510 |
| Maintenance | | 289 | - | 289 | 398 | - | 398 |
| Vehicle Costs | | 128 | - | 128 | - | - | - |
| Sundries | | 275 | - | 275 | 100 | - | 100 |
| Office Expenses | | 383 | - | 383 | - | - | - |
| Purchase of Fixed Assets | | - | - | - | - | 1,208 | 1,208 |
| | | 9,055 | 23,675 | 32,730 | 3,266 | 1,267 | 4,533 |
| Net Surplus/(Deficit) for the period | | 2,070 | 7,387 | 9,457 | 4,286 | 10,079 | 14,365 |
| Cash and Bank Balances brought forward | | 6,540 | 10,079 | 16,619 | 2,254 | - | 2,254 |
| Cash and Bank Balances carried forward | | 8,610 | 17,466 | 26,076 | 6,540 | 10,079 | 16,619 |

The notes on pages 13 to 15 form part of these financial statements

**Statement of Assets and Liabilities
As at 31 December 2021**

| | Notes | 2021 Total Funds £ | 2020 Total Funds £ |
|---|-------|-----------------------------|-----------------------------|
| Monetary Assets | | | |
| Current Account | | 26,076 | 16,619 |
| Total Monetary Assets | | 26,076 | 16,619 |
| Comprising: | | | |
| Unrestricted Funds | | 8,610 | 6,540 |
| Restricted Funds | 4 | 17,466 | 10,079 |
| | | <u>26,076</u> | <u>16,619</u> |
| Non-Monetary Assets and Liabilities | | | |
| Fixed Assets for the Charity's use (at historical cost): | | | |
| Small Equipment – Freezer | | 700 | 700 |
| Fridge | | 220 | 220 |
| Printer - Epson | | 230 | 230 |
| Heavy Duty Trolley | | 58 | 58 |
| | | <u>1,208</u> | <u>1,208</u> |
| Debtors | | <u>360</u> | - |
| Creditors | | - | <u>-</u> |

These financial statements have been approved by the committee on _____ (date)
and signed on its behalf by:

Robert Carroll, Trustee

The notes on pages 13 to 15 form part of these financial statements.

Notes to the Financial Statements

For the period ended 31 December 2021

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. The Charitable Incorporated Organisation (CIO) registered with the Charity Commission on 15th June 2020.

2 Grants

| | 2021 Unrestricted Funds £ | 2021 Restricted Funds £ | 2021 Total Funds £ | 2020 Unrestricted Funds £ | 2020 Restricted Funds £ | 2020 Total Funds £ |
|---|------------------------------------|----------------------------------|-----------------------------|------------------------------------|----------------------------------|-----------------------------|
| Anlaby Common Parish Council | - | - | - | - | 1,000 | 1,000 |
| East Riding Yorkshire Council – Emergency Food Welfare Fund | - | - | - | - | 10,000 | 10,000 |
| East Riding Voluntary Action Service - HAF | - | 29,370 | 29,370 | - | - | - |
| HEY Smile | - | 1,199 | 1,199 | - | - | - |
| | - | 30,569 | 30,569 | - | 11,000 | 11,000 |

3 Donations

| | 2021 Unrestricted Funds £ | 2021 Restricted Funds £ | 2021 Total Funds £ | 2020 Unrestricted Funds £ | 2020 Restricted Funds £ | 2020 Total Funds £ |
|-----------|------------------------------------|----------------------------------|-----------------------------|------------------------------------|----------------------------------|-----------------------------|
| Donations | 11,125 | 493 | 11,618 | 7,552 | 346 | 7,898 |
| | 11,125 | 493 | 11,618 | 7,552 | 346 | 7,898 |

**Notes to the Financial Statements
For the period ended 31 December 2021**

4 Restricted Funds

| | Balance as at 31/12/20 | Incoming | Outgoing | Balance as at 31/12/21 |
|--------------------------------|---------------------------|----------|----------|---------------------------|
| | £ | £ | £ | £ |
| Emergency Food Welfare Fund | 10,000 | - | (10,000) | - |
| Fridge and Freezer | 79 | - | - | 79 |
| HEY Smile – High fiver | - | 500 | (500) | - |
| Insurance - Donation | - | 493 | (493) | - |
| HEY Smile - Help for Health | - | 699 | (699) | - |
| Food Parcels - School Holidays | - | 29,370 | (11,983) | 17,387 |
| | 10,079 | 31,062 | (23,675) | 17,466 |

A brief description of the restricted funds are shown below:

Emergency Food Welfare Fund

Restricted funding was received from East Riding of Yorkshire Council to provide food, essential toiletries and household items to individuals and families in need within Hessle, Anlaby and surrounding areas of East Riding of Yorkshire.

Fridge and Freezer

Restricted funding was received from Anlaby with Anlaby Common Parish Council to purchase a Fridge and Freezer.

Food Parcels - ERVAS on behalf of ERYC

Restricted funding was received from East Riding Voluntary Action Services on behalf of East Riding of Yorkshire Council to provide food, essential toiletries and household items to families in need within Hessle, Anlaby and surrounding areas of East Riding of Yorkshire.

HEY Smile – High Fiver Grant

Restricted funding was received from HEY Smile to provide food and essentials to families in need within Hessle and Anlaby.

HEY Smile – Help for Health

Restricted funding was received from HEY Smile to provide food and essentials to families in need within Hessle and Anlaby.

**Notes to the Financial Statements
For the period ended 31 December 2021**

5 Taxation

Hessle and Anlaby Food Bank is a registered charity. All the charities' income is applied to its charitable objectives and the charity 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 period to any Trustee.

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

HESSLE AND ANLABY FOOD BANK

England & Wales - Charity number 1189947

Accounts

Hessle and Anlaby Food Bank

FINANCIAL STATEMENTS

Period ending

31 December 2020

**Contents to the Financial Statements
For the period ending 31 December 2020**

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| Receipts and Payments Account | 10 |
| Statement of Assets and Liabilities | 11 |
| Notes to the Financial Statements | 12 |

Trustees Annual Report For the period ending 31 December 2020

The Trustees present their report with the independently examined financial statements of Hessle and Anlaby Food Bank. This is the first period of operation of the Charitable Incorporated Organisation (CIO), which covers from 15th June 2020 to 31 December 2020.

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

Name of charity: Hessle and Anlaby Food Bank

Charity Registration Number: 1189947

Charity's Principal Address: Hessle and Anlaby Food Bank
Town Hall
South Lane
Hessle
East Yorkshire
HU13 ORR

Trustees:

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

| Name: | Position: | Dates of service if not for the full period: |
|-------------------|------------------|--|
| Mr Robert Carroll | Chair | First Trustee |
| Mrs Ann Cross | | First Trustee |
| Mr Paul Hogan | | First Trustee |
| Mrs Susan Hornby | | Appointed 25 th June 2020 |
| Mr Mark Kensett | | Appointed 25 th June 2020 |
| Mr Patrick Dowd | | Appointed 28 th September 2020 – Resigned 1 st December 2020 |
| Sheila Dowling | | Appointed 05 January 2021 |

Independent Examiner: 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

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

Bankers:

NATWEST
Willerby and Kirk Ella Branch
The Square
Willerby
HU10 7UA

Structure, Governance and Management

Governing Document:

Hessle and Anlaby Food Bank is a registered Charitable Incorporated Organisation governed by its Constitution (foundation model), approved 15th June, amended on 2nd July 2020. The organisation was registered with the Charity Commission on the 15th June 2020.

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. A clause states that the Hessle Town Council may appoint up to 3 charity trustees and Anlaby with Anlaby Common Parish Council may appoint up to 2 charity trustees.

The Constitution of the Charity states that there must be at least three charity trustees, with maximum limit of seven.

Apart from the first charity trustees all trustees are appointed for a 3 year term by a resolution passed at a properly convened meeting of the charity trustees.

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 and the person will be withheld from that part of the meeting and will not be able to vote for that bit of discussion. The board holds an AGM every year, other than that any charity trustee may call a meeting during the year.

**Trustees Annual Report
For the period ending 31 December 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. 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 object is:

"To relieve persons in the Hessle, Anlaby 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 "Hessle and Anlaby Food Bank" 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.

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. To work alongside other local charities to support the community during the global pandemic.

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

The Hessle and Anlaby Food Bank was set up in April 2020 in response to the expected increase in food poverty caused by the COVID 19 pandemic and this first 8 months of operations have been a steep learning curve and very challenging time for all involved.

In the early stages the Food Bank operated without any formal structure and volunteers had to rapidly learn all of the intricacies of how to manage the operation while ensuring that we were able to provide the necessary assistance to those in need.

Key achievements include:-

- The appointment of six Trustees and allocation of the roles of Chair, Treasurer, Secretary, Head of Marketing and Operations Manager.
- The registration of the Food Bank with the Charities Commission and with HMRC to enable us to reclaim Gift Aid.
- The development and to roll out of many policies to ensure the safe and effective running of the Food Bank.
- Organisation of a base in the Hessle Community Centre and of a food storage facility in Willerby.
- The attraction and training of a dedicated group of volunteers who have undertaken a vast range of tasks including collecting, packing and delivering food parcels.
- Ensuring that the local community, particularly those in need, are aware of our activities.
- Successfully attracted donations from Hessle and Anlaby Councils, local companies and other organisations as well as from a large number of members of the public.
- The establishment of good relationships with many local supermarkets and shops to help us collect donations.
- A subscription with FareShare to supply us with food.

All of the above has enabled the Food Bank to supply a total of 1,278 food parcels in this 8 month period covering an average of 59 adults and 34 children per week. The initial demand in the first three months of operations was around 150 parcels per month and this fell away in the summer as COVID receded to around 105, but by the end of the year this had more than doubled to average 225 per month. We were also able to deliver special boxes at Christmas which included festive fare as well as some gifts for the children.

Financial Review

Reserves Policy

The charity reserves are currently healthy. At this present time there is no finance reserves policy in place, but have suggested that the charity should aim to keep 3 months running costs at all time.

Plans for Future Years

Please see main objectives for the following year.

Although the Food Bank was initially set up in response to the COVID pandemic, it is the view of the Trustees that there will be an ongoing need in the area after this subsides and as there are no other similar facilities in the immediate area, it is the intention to continue to operate the Food Bank for the alleviation of food poverty for the foreseeable future. Plans for 2021 therefore include the continuation of our efforts to complete the development of our processes and procedures and to develop our service offering to help those in need to get the help they require.

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. Hessle and Anlaby Food Bank 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.

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.

Independent Examiner

Sian Broughton ACMA, CGMA, DChA, MAAT from Phoenix Accountancy and Business Consultancy has been appointed as Independent Examiner for the first accounting period.

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

Trustee Declaration

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

Signed on behalf of the charity's Trustees



Robert Carroll
Chair of Trustees

Date: 10/6/21

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

Independent Examiner's Report to the Members of Hessle and Anlaby Food Bank.

I report on the accounts of Hessle and Anlaby Food Bank for the period ending 31 December 2020, which are set out on pages 10 to 13.

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 period 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: 21 JUNE 2021

Receipts and Payments Account
For the period ended 31 December 2020

| | | 2020 | 2020 | 2020 |
|--|------|---------------------|-------------------|---------------|
| | | Unrestricted | Restricted | Total |
| | Note | Funds | Funds | Funds |
| | | £ | £ | £ |
| RECEIPTS | 1 | | | |
| Grants | 2 | - | 11,000 | 11,000 |
| Donations | 3 | 7,552 | 346 | 7,898 |
| | | <u>7,552</u> | <u>11,346</u> | <u>18,898</u> |
| PAYMENTS | | | | |
| Food and Supplies | | 2,317 | - | 2,317 |
| Phone and Mobile | | 451 | 59 | 510 |
| Maintenance | | 398 | - | 398 |
| Sundries | | 100 | - | 100 |
| Purchase of Fixed Assets | | - | 1,208 | 1,208 |
| | | <u>3,266</u> | <u>1,267</u> | <u>4,533</u> |
| Net Surplus/(Deficit) for the period | | 4,286 | 10,079 | 14,365 |
| Funds transferred from unincorporated association | | 2,254 | - | 2,254 |
| Cash and Bank Balances carried forward | | 6,540 | 10,079 | 16,619 |

The notes on pages 12 to 13 form part of these financial statements

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

| | Notes | 2020 Total Funds £ |
|---|-------|-----------------------------|
| Monetary Assets | | |
| Current Account | | 16,619 |
| Total Monetary Assets | | <u>16,619</u> |
| Comprising: | | |
| Unrestricted Funds | | 6,540 |
| Restricted Funds | 4 | <u>10,079</u> |
| | | <u>16,619</u> |
| Non-Monetary Assets and Liabilities | | |
| Fixed Assets for the Charity's use (at historical cost): | | |
| Small Equipment – Freezer | | 700 |
| Fridge | | 220 |
| Printer - Epson | | 230 |
| Heavy Duty Trolley | | 58 |
| | | <u>1,208</u> |
| Debtors | | <u>-</u> |
| Creditors | | <u>-</u> |

These financial statements have been approved by the committee on 10/6/21 (date) and signed on its behalf by:



Robert Carroll, Trustee

The notes on pages 12 to 13 form part of these financial statements.

Notes to the Financial Statements
For the period ended 31 December 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 15th June 2020.

2 Grants

| | 2020 Unrestricted Funds £ | 2020 Restricted Funds £ | 2020 Total Funds £ |
|--|------------------------------------|----------------------------------|-----------------------------|
| Anlaby with Anlaby Common Parish Council | - | 1,000 | 1,000 |
| East Riding Yorkshire Council – Emergency Food Welfare Fund | - | 10,000 | 10,000 |
| | - | 11,000 | 11,000 |

3 Donations

| | 2020 Unrestricted Funds £ | 2020 Restricted Funds £ | 2020 Total Funds £ |
|-----------|------------------------------------|----------------------------------|-----------------------------|
| Donations | 7,552 | 346 | 7,898 |
| | 7,552 | 346 | 7,898 |

4 Restricted Funds

| | Balance as at 15/06/20 £ | Incoming £ | Outgoing £ | Balance as at 31/12/20 £ |
|-----------------------------|-----------------------------------|---------------|---------------|-----------------------------------|
| Emergency Food Welfare Fund | - | 10,000 | - | 10,000 |
| Fridge and Freezer | - | 1,000 | (920) | 80 |
| Printer, Trolley and Phone | - | 346 | (346) | - |
| | - | 11,346 | (1,267) | 10,079 |

**Notes to the Financial Statements
For the period ended 31 December 2020**

4 Restricted Funds (continued)

A brief description of the restricted funds are shown below:

Emergency Food Welfare Fund

Restricted funding was received from East Riding of Yorkshire Council to provide food, essential toiletries and household items to individuals and families in need within Hessle, Anlaby and surrounding areas of East Riding of Yorkshire.

Fridge and Freezer

Restricted funding was received from Anlaby with Anlaby Common Parish Council to purchase a Fridge and Freezer.

Printer, Trolley and Mobile Phone

Restricted donations were received from Sonoco-Trident to pay for an Epson all-in-one Printer, Mobile Phone and Heavy Duty large trolley.

5 Taxation

Hessle and Anlaby Food Bank is a registered charity. All the charities' income is applied to its charitable objectives and the charity 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 period to any Trustee.

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