

Hessle and Anlaby Food Bank

FINANCIAL STATEMENTS

Period ending

31 December 2022

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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
		Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	Note	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
		30,276	26,076
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	-
		1,757	1,208
Debtors		360	360
Creditors		-	-

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)	-
	17,466	10,400	(27,787)	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.

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.