

Hessle and Anlaby Food Bank

FINANCIAL STATEMENTS

Period ending

31 December 2023

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For the 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
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
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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 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
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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
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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
		Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	Note	Funds	Funds	Funds	Funds	Funds	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
		50,028	30,276
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	-
		3,024	1,757
Debtors		-	-
Creditors		360	360

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
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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
	79	12,285	(6,192)	6,172

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.