

**REPORTS AND FINANCIAL STATEMENTS
FOR THE FIRST PERIOD ENDED 31ST MARCH 2021**

**SWALE
FOODBANK**

(Charitable Incorporated Organisation)

CHARITY REGISTRATION No: 1190373

Castle View Accounting Ltd
New Barn
Mudberry Lane
Bosham
Chichester
West Sussex
PO18 8TS

SWALE FOODBANK
(Charitable Incorporated Organisation)

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SWALE FOODBANK
(Charitable Incorporated Organisation)

LEGAL AND ADMINISTRATIVE INFORMATION

CHARITY NUMBER	1190373
DATE OF REGISTRATION	13th July 2020
START OF FINANCIAL PERIOD	13th July 2020
END OF FINANCIAL PERIOD	31st March 2021
TRUSTEES AT 31ST MARCH 2021	Gordon Watson Peter Judd Gary Hearn Peter Le Beau MBE
LEGAL STATUS	Charitable Incorporated Organisation
GOVERNING INSTRUMENT	CIO - Foundation Registered 13th July 2020

OBJECTS

The prevention or relief of poverty in Swale and North Kent by providing, grants, items and services to individuals in need and/or Charities, or other organisations working to prevent or relieve poverty.

CORRESPONDENCE ADDRESS	Swale Foodbank Net Church 95 East Street Sittingbourne ME10 4BL
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PRIMARY BANKERS	NatWest Bank Plc 250 Bishopgate London EC2M 4AA
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INDEPENDENT EXAMINERS	Castle View Accounting Ltd New Barn Mudberry Lane Bosham Chichester West Sussex PO18 8TS
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SWALE FOODBANK
(Charitable Incorporated Organisation)

TRUSTEES' REPORT
FOR THE FIRST PERIOD ENDED 31ST MARCH 2021

Inevitably any report on Food Bank activity, like so many other areas is dominated by the impact of Covid 19 . We have been determined that while legal curbs would restrict some of what we do, we wanted to ensure throughout this period that we would be able to demonstrate God's kindness and mercy during a period of great social hardship .

Our food bank has been funded and supported by five of the churches in the Swale area: Sittingbourne Baptist Church, The Net Church , Sittingbourne Methodist Church, Hope Church Sittingbourne and Holy Trinity and Bobbing Churches which are part of the same benefice .

Like all food banks we are largely dependent on the support and efforts of a team of volunteers many of whom are relatively elderly and many are vulnerable in health terms . We have therefore had to not only work within the Government provisions regarding Covid but have also had to protect our volunteers who run the food bank sessions , work at the warehouse and deliver .The system we devised has had to work remotely during the period under review . The delivery system that we devised had to be Covid safe for the families and individuals we serve and for those operating the system, particularly the delivery drivers and those preparing the packages for delivery . This has largely worked well and we have been able to support those in need throughout a fraught and challenging period.

Our aim is to help those in need during a period of hardship and to enable them, often with other agencies, to aim to become self-sufficient . We therefore restrict the number of food parcels we provide to 5 within a 6 month period. This support can be extended by prior agreement if a client is working with an agency and needs more time to get themselves sorted out.

We have received excellent support in our activities from a number of organisations and individuals who have provided funding and other forms of material support including transport . Swale Council presented us with funding for a van that has been of huge value to us when we are having to deliver food parcels to nearly all our clients . We were also gifted a second van by a local business who had decommissioned it from their fleet.

We have also absorbed the work of other food banks who have found it difficult to keep going during the pandemic and to assume responsibility for their clients . We also had to look at how we could simultaneously increase our base of donations , as the temporary closure of our centres reduced the opportunity for people to contribute and find new and innovative ways of supporting the community in Swale.

During the period under review we believe that we have been able to deliver support to 4306 people in the Swale area, this includes 1816 children aged 0-16.

We ran a very successful harvest campaign which enabled us to increase the amount we received and also enabled us to publicise the work that the Food Bank does much more widely . Increasing the understanding of the role that food banks play is a very important feature of our work and our links with schools, local businesses , churches, other welfare agencies and the Council is fundamental in helping us to support those who are struggling to fend for themselves .

In other funding initiatives we were able to use DEFRA funding to set ourselves up as a fuel bank partner, helping our clients with a fuel voucher as well as a food parcel. In addition we also used DEFRA funding to set up a white goods scheme with a local partner to ensure that those in dire need were able to arrange repairs of their existing white goods or if they were beyond repair , the replacement of them - all free of charge. This goes beyond the traditional remit of a food bank but reflects what we consider to be our expanded mission as society reels under the combined blows of economic hardship , the impact of sickness and unemployment and of course Covid19 with all its attendant consequences.

One of our proudest achievements was the running of our Hampers Of Hope campaign taking in and delivering 250 hampers across Swale .

We are delighted that we have been able to maintain and expand the work of the Swale Food Bank . There is a strong misconception that we encounter often , that those who need the support of a food bank, have somehow brought this misfortune on themselves . This is demonstrably not the case but many people have found the challenges presented by social and economic pressures have started to overwhelm them . We are committed to helping those people to overcome temporary adversity and to experience Christian kindness and charity when they most need it.

SWALE FOODBANK
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TRUSTEES' REPORT (Continued)
FOR THE FIRST PERIOD ENDED 31ST MARCH 2021

Trustees' Responsibilities

The Charities Act 2011 requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the CIO and of the surplus of the CIO for that period. In preparing those financial statements the trustees are required to:

- Select suitable accounting policies and apply them consistently
- Make judgements and estimates that are reasonable and prudent
- Prepare financial statements on the going concern basis unless it is inappropriate to presume that the trust will continue in existence.

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

Approved by the Trustees on 31st JANUARY 2022

Signed on their behalf by Trustee 

Printed Name:

P. LE BEAU M.B.C.

SWALE FOODBANK

(Charitable Incorporated Organisation)

STATEMENT OF FINANCIAL ACTIVITIES FOR THE FIRST PERIOD ENDED 31ST MARCH 2021

	Notes	Unrestricted Funds £	Restricted Funds £	TOTAL 2020/21 £
INCOMING RESOURCES				
Incoming Resources from Generated Funds				
Donations, Grants & Legacies	3a	78,929	27,400	106,329
TOTAL INCOMING RESOURCES		78,929	27,400	106,329
RESOURCES EXPENDED				
Costs of Generating Funds				
Cost of Charitable Activities	4a	16,544	20,462	37,006
Governance Costs	4b	650	-	650
TOTAL RESOURCES EXPENDED		17,194	20,462	37,656
NET INCOMING (OUTGOING) RESOURCES		61,735	6,938	68,673
Funds Brought Forward		-	-	-
Introduction of Fixed Assets	2 & 17	7,864	-	7,864
Transfer Between Funds	5	(1,562)	1,562	
TOTAL FUNDS CARRIED FORWARD		68,037	8,500	76,537

Movements on all reserves and all recognised gains and losses are shown above. All of the organisation's operations are classed as continuing.

The notes on pages 8 to 13 form part of these financial statements.

SWALE FOODBANK
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BALANCE SHEET
AS AT 31ST MARCH 2021

	Note	Unrestricted Funds £	Restricted Funds £	Total 31-Mar-21 £
Fixed Assets				
Tangible Assets	2	6,648	-	6,648
Investments	6	-	-	-
Total Fixed Assets		6,648	-	6,648
Current Assets				
Debtors & Prepayments	8	-	-	-
Cash at Bank and in Hand	7	62,039	8,500	70,539
Total Current Assets		62,039	8,500	70,539
Creditors: Amounts falling due within one year	9	650	-	650
NET CURRENT ASSETS		61,389	8,500	69,889
TOTAL ASSETS less current liabilities		68,037	8,500	76,537
Creditors: Amounts falling due in more than one year	10	-	-	-
NET ASSETS		68,037	8,500	76,537
Funds of the Charity				
General Funds		68,037	-	68,037
Restricted Funds	5	-	8,500	8,500
Total Funds		68,037	8,500	76,537

Approved by the Trustees on 31st January 2022

Signed on their behalf by Trustee 

Printed Name: P. LE BEAU MBE.

SWALE FOODBANK
(Charitable Incorporated Organisation)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE FIRST PERIOD ENDED 31ST MARCH 2021**

1. ACCOUNTING POLICIES

Basis of Preparation & Assessment of Going Concern

Basis of Preparation

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) - (Charities SORP - FRS102) and the Charities Act 2011.

The Charity meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost unless otherwise stated in the relevant accounting policy notes.

Assessment of Going Concern

Preparation of the accounts is on a going concern basis. The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

Incoming Resources

Recognition of Incoming Resources

These are included in the Statement of Financial Activities (SOFA) when:

- the charity becomes entitled to the resources;
- the trustees are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability

Incoming Resources with Related Expenditure

Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resource and related expenditure are reported gross in the SOFA.

Grants and Donations

Grants and Donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Tax Reclaims on Donations and Gifts

Incoming resources from tax reclaims are included in the SOFA at the same time as the gift to which they relate.

Contractual Income and Performance Related Grants

This is only included in the SOFA once the related goods or services have been delivered.

Gifts in Kind

Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised. Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity. Gifts in kind for use by the charity are included in the SOFA as incoming resources when receivable.

Donated Services and Facilities

These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.

Volunteer Help

The value of any voluntary help received is not included in the accounts.

Investment Income

This is included in the accounts when receivable.

Investment Gains and Losses

This included any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

SWALE FOODBANK
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NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE FIRST PERIOD ENDED 31ST MARCH 2021

1. ACCOUNTING POLICIES (continued)

Expenditure and Liabilities

Liability Recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Governance Costs

Include costs of the preparation and examination of statutory accounts, the costs of the trustees meetings and cost of any legal advice to trustees on governance or constitutional matters.

Grants with Performance Conditions

Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SOFA once the recipient of the grant has provided the specified service or output.

Grants Payable without Performance Conditions

These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to a grant which remain in control of the charity.

Investments

Investments quoted on a recognised stock exchange are valued at market value at the year end. Other investment assets are included at trustees' best estimate of market value.

Unrestricted funds

These funds can be used for the general objectives of the charity as set out in the trustees report. The movements of the unrestricted funds are given in the Statement of Financial Activities.

Restricted funds

These funds are where the donor has specified a purpose for the donation made. These restrictions often arise as a result of appeals for special offerings for specific purposes.

Designated funds

These funds are funds set aside by the trustees out of unrestricted general funds for particular purposes or projects.

Fixed Assets

Fixed Assets are capitalised if they can be used for more than one year and cost at least £1,500. They are valued at cost or, if gifted, at the value to the charity on receipt.

Depreciation Expense

Depreciation is calculated at a rate to write off the cost of tangible fixed assets over their estimated useful lives. The rates applied are as follows:

Fixtures, Fittings and Equipment	25% - Reducing Balance Basis
Motor Vehicles	25% - Reducing Balance Basis

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NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE FIRST PERIOD ENDED 31ST MARCH 2021

2. TANGIBLE FIXED ASSETS

		Fixtures & Fittings £	Peugeot Van £	Renault Van £	Total 2020/21 £
Cost	13-Jul-20	-	-	-	-
Additions		-	1,000	7,864	8,864
Net Book Value at	31-Mar-21	-	1,000	7,864	8,864
Depreciation	13-Jul-20	-	-	-	-
Charge		-	250	1,966	2,216
Depreciation at	31-Mar-21	-	250	1,966	2,216
Net Book Value	31-Mar-21	-	750	5,898	6,648

The annual commitments under non-cancelling operating leases and capital commitments are as follows:
31st March 2021:None

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NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE FIRST PERIOD ENDED 31ST MARCH 2021

3. INCOMING RESOURCES

	Unrestricted Funds £	Restricted Funds £	TOTAL 2020/21 £
a) Donations, Grants & Legacies			
Gifts & Donations	53,518	-	53,518
Grants Received	25,411	27,400	52,811
	78,929	27,400	106,329

4. RESOURCES EXPENDED

	Unrestricted Funds £	Restricted Funds £	TOTAL 2020/21 £
a) Cost of Charitable Activities			
Advertising & Publicity	69	-	69
Depreciation Expense	2,216	-	2,216
Gifts & Grants	-	10,000	10,000
Insurance Costs	1,268	-	1,268
Motor Vehicle Expenses	153	-	153
Office Costs	290	-	290
Recycling Costs	204	-	204
Rent & Rates	10,500	-	10,500
Staff Costs	870	10,462	11,332
Sundry Expenses	644	-	644
Utility Costs	330	-	330
	16,544	20,462	37,006

b) Governance Costs

Independent Examiners Fees	9	650	-	650
		650	-	650

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NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE FIRST PERIOD ENDED 31ST MARCH 2021

5. RESTRICTED FUNDS

	Balance 13-Jul-20 £	Income £	Expenditure £	Transfers £	Balance 31-Mar-21 £
ASDA Fund	-	6,900	8,462	1,562	-
DEFRA - White Goods Fund	-	10,000	10,000	-	-
DEFRA Fund	-	10,500	2,000	-	8,500
	-	27,400	20,462	1,562	8,500

The restricted funds held are wholly represented by the CIO's cash reserves and are to be expended as specified above.

6. INVESTMENTS

The CIO held no fixed assets investments during this initial financial period.

7. CASH AT BANK AND IN HAND

	Unrestricted Fund £	Restricted Fund £	Total 31-Mar-21 £
Cash at Bank & in Hand	62,039	8,500	70,539
	62,039	8,500	70,539

8. DEBTORS AND PREPAYMENTS

	Unrestricted Fund £	Restricted Fund £	Total 31-Mar-21 £
Sundry Debtors	-	-	-
	-	-	-

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Unrestricted Fund £	Restricted Fund £	Total 31-Mar-21 £
Independent Examiners Fees	650	-	650
	650	-	650

10. CREDITORS: AMOUNTS FALLING DUE IN MORE THAN ONE YEAR

The CIO held no long term liabilities during this initial financial period.

SWALE FOODBANK
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NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE FIRST PERIOD ENDED 31ST MARCH 2021

11. STAFF COSTS AND NUMBERS

	TOTAL 2020/21 £
Gross Wages and Salaries	11,059
Employer's National Insurance Costs	-
Pension Contributions	273
	11,332

Employees who were engaged in each of the following activities:

	TOTAL 2020/21
Activities in furtherance of organisation's objects	1

The Charity operates a PAYE scheme to pay all members of employed staff and no employees received emoluments in excess of £60,000.

12. TRUSTEES AND OTHER RELATED PARTIES

No payments were made to trustees or any persons connected with them during this financial period. No material transaction took place between the organisation and a trustee or any person connected with them.

13. RISK ASSESSMENT

The Trustees actively review the major risks which the charity faces on a regular basis and believe that maintaining the free reserves stated, combined with the annual review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions. The Trustees have also examined other operational and business risks which they face and confirm that they have established systems to mitigate the significant risks.

14. RESERVES POLICY

The Trustees have considered the level of reserves they wish to retain, appropriate to the CIO's needs. This is based on the CIO's size and the level of financial commitments held. The Trustees aim to ensure the CIO will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. The Trustees will endeavour not to set aside funds unnecessarily.

15. PUBLIC BENEFIT

The CIO acknowledges its requirement to demonstrate clearly that it must have charitable purposes or 'aims' that are for the public benefit. Details of how the CIO has achieved this are provided in the Trustees report. The Trustees confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding what activities the CIO should undertake.

16. INTRODUCTION OF FIXED ASSETS

The introduction of fixed assets represents the Motor Vehicles held at cost value by the Charity prior to registration with the Charity Commission and the formation of Swale Foodbank CIO.

17. COMPARATIVE FIGURES

There are no comparative figures available as this is the initial period of registered Incorporated Charitable Activity.

SWALE FOODBANK
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INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

Report to the trustees/ members of Swale Foodbank on the accounts for the first period ended 31st March 2021 set out on pages 6 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 year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

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

Basis of independent examiner's statement

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 matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

W.M Hall LLB
Castle View Accounting Ltd
New Barn
Mudberry Lane
Bosham
Chichester
West Sussex
PO18 8TS



Date: 31st January 2022