



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 06 April 2024 To 05 April 2025

Charity name: Newquay Foodbank

Charity registration number: 1190483

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>The relief of financial hardship for the public benefit, by distributing food to people in need due to lack of funds, leading to food crisis.</p> <p>Additionally, signposting onto referral agencies, to alleviate the underlying cause of food poverty and to provide wrap around care and support to help overcome social isolation.</p>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>Foodbank sessions run out of 3 venues:</p> <ul style="list-style-type: none">• St Michaels Church, Newquay• St Columb Minor Church• St Columb Major Church <p>In addition, we deliver to residential addresses & interim accommodation sites where reasons such as disability or geographical remoteness mean people are unable to get to our centres.</p> <p>Food parcels are distributed at sessions to clients directed to NFB by referral agencies or to individuals who find themselves at the immediate point of need. People can self-refer or are referred by partner agencies – in both cases ongoing wraparound support is provided to enable people to move out of immediate crisis and build a resilient future.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Charity Commission guidance issued to Trustees including CC3.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	NFB does not give grants to individuals or organisations.
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	<p>NFB is led by a board of volunteer Trustees of 10 dedicated individuals with varying skill backgrounds.</p> <p>The volunteer base is approximately 100 volunteers, split between 10 different teams, dependant on their interests, skills and experience. Each team is led by a lead volunteer who has oversight of all activities within that team and reports to the Operations Manager who reports to the board of trustees.</p>
Other		Five members of staff. Funded through grants.

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>Over the course of the year NFB has supported 7319 people with a food parcel giving 3 meals a day for 3 days. This is equivalent to 65,871 meals. Moving to a choice-based system has seen a positive decrease in food wastage and cost. It has improved dignity for those accessing our foodbank.</p> <p>Beyond this we have also worked to develop collaborative partnerships across Cornwall. For example, the local authority interim housing project has been a Cornwall wide collaboration with organisations in each major town in Cornwall to meet the needs of the local population. This housing project has supported an additional 128 people with signposting and essential support.</p> <p>We have now been a part of Trussell Trust for 5 years. This gives NFB a voice on the national level to target the root cause of food poverty and campaign for wider governmental, policy and societal change. We supported lobbying at Westminster</p>

		<p>about the proposed PIP changes which were later retracted.</p> <p>We actively support organisations such as VSF, Transformation Cornwall & Cornwall Poverty Forum in their calls to action.</p> <p>Due to the increase in demand for our service due to cost of living crisis and other local food supply organisations closing, NFB has secured multiple grants and funding sources throughout the year. This has enabled recruitment of essential roles, to provide the wraparound and signposting support needed making a vital difference to our community. In addition, seeking funding for a fundraiser and comms lead which is crucial in enabling our sustainability into the future.</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	NFB aimed to continue services throughout the cost of living crisis and a large growth in the amount of individuals and families who require our support. We have met that objective not only in providing a consistent support model but within a landscape of increased need. We have seen 39% increase in people requiring our support and have scaled the operation up in response to this.
Performance of fundraising activities against objectives set	Para 1.41	The activity of the fundraising team was quieter than usual due to the larger grants received and change in personnel within the team. There is a plan to employ a fundraiser. However, securing a year long large grant has enabled us to concentrate on a sustainability plan over the next year.
Investment performance against objectives	Para 1.41	N/A
Other		N/A

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>Finances are in conjunction with the charity's objectives. Reserves/Restricted funds are adequate and well controlled.</p> <p>NFB will continue to review its financial position in accordance with its policies. In order to ensure we are sustainable in future years. This year we have developed our sustainability strategy including finance for the coming 3 years.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserve funds – The NFB operates a 3-month reserve fund based on the average expenses incurred over that period to safeguard the charities core business against a sudden and unexpected loss of all income or a surge in requirement.
Amount of reserves held	Para 1.22	Reserve funds £65,000
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<p>Income is made up from grants, donations, and collections.</p> <p>The primary source in the 24/25 financial year was grants. These are from a range of grant providers including local businesses and organisations. NFB has food donation points in the local area and 4- 5 times a year we hold supermarket food drives to raise food donations and raise awareness of the work we do.</p>
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	<p>Reduction in supply of donated food (although this only constitutes c5% of our food) and/or reduced funding for food/an abrupt or sustained increased need.</p> <p>Mitigated by reducing number of foodbank visits required, emergency ration plan, seeking funding to help address cost of living, increase in working partnerships.</p>

		<p>Reduction in funding for salaried post(s) or sustained staff absence. Mitigated by our review points at board meetings to ensure we are financially viable throughout the year.</p> <p>Damage to reputation – adverse publicity - mitigated by regular training for staff and volunteers to ensure policies are enacted. All media requests agreed by Director and any position statements agreed between board and Director.</p>
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution reviewed annually
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<p>Separate Trustee recruitment policy in place with initial application and interview direct with the Chair.</p> <p>Volunteers for the board of Trustees are then invited to a trustee meeting where suitability and experience are assessed alongside the needs of the board.</p> <p>Recruitment onto the board of Trustees is via vote of current Trustees subject to completed background checks.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Policies in place in accordance with the NFB constitution and trustees' recruitment policy.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<p>The NFB is a member of the Trussell Trust national network of foodbanks.</p> <p>The chair of trustees has ultimate responsibility for the charity and oversees the current trust board and the employment of the director.</p>

		<p>The trust board set the strategic direction for the charity and ensure that the day-to-day operation complies with the strategy set, policies and procedures and has oversight of all financial and employer responsibilities. Some day-to-day activity has been delegated to the director and operations manager. Due to the nature of part time employment, trustees occasionally have to step in to a more operational role to support the employees.</p> <p>It is the role of the director and the chair of trustees to attend strategic meetings and other development work on behalf of NFB.</p>
Relationship with any related parties	Para 1.51	<p>NFB is an organisation which is voucher lead and these vouchers are raised by referral agencies who are best placed to know a foodbank users' individual situation. We understand we cannot be experts and cannot give advice such as benefits, housing etc, however we can work with the individual to signpost to their referral agent or other agencies who can support them.</p> <p>The aim of this is to ensure a person gets the right help from the right agency at the right time.</p> <p>We invite organisations to become a referral agent, however we set out clear guidance in line with Trussell policy to ensure all agencies are issuing vouchers in as comprehensive way as possible.</p> <p>We work with partner organisations to support individuals using the foodbank to resolve their underlying root causes of their situation. NFB commits itself to supporting these individuals as they work through their specific issues.</p>
Other		<p>We have partnerships with organisations such as Citizen's Advice & Shelter to ensure expert advice & support is given to those who visit us.</p>

Reference and Administrative details

Charity name	Newquay Foodbank
Other name the charity uses	N/A
Registered charity number	1190483
Charity's principal address	Unit 2 Darbari, Prow Park, Newquay, Cornwall TR7 2SX

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Richard Williams	Chair	Whole Year	Trustee Board
2	Grant Vigor	Treasurer	Whole Year	Trustee Board
3	Claire North	Trustee	Whole Year	Trustee Board
4	Joseph Brook	Trustee	Whole Year	Trustee Board
5	Nicholas Appleby	Trustee	Whole Year	Trustee Board
6	Tyler Cross	Trustee	Whole Year	Trustee Board
7	Natalie Dow	Trustee	Incoming 1 June 2024	Trustee Board
8	David Pettigrew	Trustee	Incoming 9 Aug 2024	Trustee Board
9	Luke Cox	Trustee	Incoming 11 June 2024	Trustee Board
10	Grace Blakeley	Trustee	Incoming 22 May 2024	Trustee Board
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		
n/a		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
n/a		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

N/A

Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/A


Other optional information

N/A

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
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Full name(s)	Elizabeth Smith	
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Position (eg Secretary, Chair, etc)	Acting Clerk	
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Date	27.01.2026
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CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Newquay Foodbank

No (if any)
1190483

Receipts and payments accounts

CC16a

For the period
from

Period start date
06/04/2024

To

Period end date
05/04/2025

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Grants	81,696	228,252		309,948	114,896
Donations	57,049			57,049	48,267
Collections	2,722			2,722	3,261
Gift Aid	1,848			1,848	1,703
Bank Interest	1,233			1,233	673
Other Income	114			114	-
Sub total (Gross income for AR)	144,662	228,252	-	372,914	168,800
A2 Asset and investment sales, (see table).					
				-	
				-	-
Sub total	-	-	-	-	-
Total receipts	144,662	228,252	-	372,914	168,800
A3 Payments					
Food-Fresh	11,019	10,000		21,019	19,662
Food-Shelf	28,822	10,000		38,822	46,160
Food-Christmas Giving	1,220	5,000		6,220	9,894
Storage				-	46
St Michaels Church Project				-	2,682
Client Sundries	24			24	71
Packaging Materials	681			681	463
Nappies				-	68
Employee Wages and Salaries	2,843	70,032		72,875	32,163
Employer's Pension	866			866	356
DBS Checks	270			270	72
C.A.B. Financial Inclusion	-	77,888		77,888	20,461
Training	238			238	2,006
Employee Expenses	194			194	
Volunteer Expenses	6,612			6,612	1,064
Insurance	280			280	765
Vehicle Costs	5,463			5,463	800
Mileage/Parking	3,556			3,556	3,470
Printing	263			263	293
Stationery & Advertising	448			448	999
Computer & Software	1,506			1,506	456
Mobile Charges	2,026			2,026	1,238
Credit Card Charges	132			132	296
Professional Charges	120			120	2,320
Repairs and Renewals	1,046			1,046	1,190
Waste Collection	2,047			2,047	1,071
Cleaning costs	293			293	462
Rent	4,371			4,371	
				-	
Marketing	199			199	
Health & Safety	188			188	636
Subscriptions	372			372	1,048
Clothing Costs	1,207			1,207	72
Refreshments	1,325			1,325	309
Toiletries	215			215	196
				-	
Rounding	- 2			- 2	
Sub total	77,844	172,920	-	250,764	145,425

A4 Asset and investment purchases, (see table)					
Office Equipment	1,935			1,935	7,036
Vehicle (New asset)				-	16,519
Sub total	1,935	-	-	1,935	23,555
Total payments	79,779	172,920	-	252,699	168,980
Net of receipts/(payments)	64,883	55,332	-	120,215	- 180
A5 Transfers between funds				-	-
A6 Cash funds last year end	35,852	34,557		70,409	70,589
Cash funds this year end	100,735	89,889	-	190,624	70,409

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Cash Boxes	301		-
	Bank	35,434	89,889	-
	Reserve Funds (3 months average)	65,000		-
	Total cash funds	100,735	89,889	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	to nearest £	to nearest £	to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

B5 Liabilities

		-	
		-	
		-	
		-	
		-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval



Section A

Independent Examiner's Report

Report to the trustees/
members of

Newquay Foodbank

On accounts for the year
ended

05 April 2025

Charity no
(if any)

1190483

Set out on pages

1,2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **05/04/2025**.

Responsibilities and
basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

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

I have no concerns and 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.

** Please delete the words in the brackets if they do not apply.*

Signed:

Date: 22/11/25

Name:

Steve Ashby

Relevant professional
qualification(s) or body
(if any):

MAAT ATT

Keltic Accounting Services
1 Retyn Barn, Newquay TR8 5DE
07899 993500

Address:

Keltic Accounting Services

1 Retyn Barn , Summercourt

TR8 5DE

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

None