



## Trustees' Annual Report for the period

From **09-04-22** Period start date To  
 Period end date **01-01-23**

**Charity name: Bishop's Castle Community Foodbank**

**Charity registration number: 1190595**

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>The prevention or relief of poverty amongst people in Bishop's Castle and the surrounding area by providing emergency food, essential toiletries, and other household cleaning items to individuals and families in financial need</b>
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	<b>See above</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>Yes all trustees have</b>

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	<b>We have 25 volunteers upon whom we can call to undertake a variety of tasks.</b>  <b>- Staffing the food bank itself at our two weekly sessions</b>

		<ul style="list-style-type: none"> <li>- delivering supplies to customers who cannot get to the food bank</li> <li>- buying bread, vegetables and eggs on a weekly basis</li> <li>- collecting food donated by customers of the local shops that have our boxes</li> </ul>
Other		

## 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>From our opening week when we had 6 customers, we now provide food and other supplies to an average of 120 customers at our two weekly sessions. We have also been successful in applying for fuel grants to the total value of £15000 for our customers.</p> <p>We are now a designated warm space and have opened a mini café for our customers to get free hot drinks and biscuits while they wait their turn. We have had the services of a volunteer from the Cab to assist with debt advice and benefits claims and have also worked with the local GP surgery to have a Nurse on site to take blood pressures and give general medical advice.</p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

--	--	--

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>We have finally acquired a derelict building from Shropshire Council, and the reserves would be used to partly refurbish that premises once acquired</b>
Amount of reserves held	Para 1.22	<b>£7500</b>
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

### 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	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document ( <a href="#">trust deed</a> , <a href="#">royal charter</a> )	Para 1.25	<b>constitution</b>
How is the charity constituted? (e.g <a href="#">unincorporated association</a> , <a href="#">CIO</a> )	Para 1.25	
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	<b>We seek to have a mix of volunteers and customers as trustees. Many of our customers have irregular, part-time work, which makes commitment to trusteeship difficult for them. We currently have one customer on the trustee board</b>

### 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	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

## Reference and Administrative details

Charity name	Bishop's Castle Community foodbank
Other name the charity uses	
Registered charity number	1190505
Charity's principal address	White Roses, Cabin, Bishop's Castle, Shropshire SY9 5JG



### 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	Andy Stelman	Chair of trustees	Since we started as a charity	
2	Mandy Bryce	Vice Chair	ditto	
3	Ann Hewings		February 2023	
4				
5	Georgina Williamson		September 2022	
6	Jane Carroll	Treasurer	Since we started	
7	Jo Pritchard		Since we started	
8	Mike Ashwell		July 2023	
9	Polly Owens		July 2023	
10	Nic Watson		July 2023	
11	Janet Krengel		July 2023	
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

## 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)

--

## Exemptions from disclosure

Reason for non-disclosure of key personnel details

--

## Other optional information

--



## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

Andy Stelman

Full name(s)

ANDREW EDWARD STELMAN

Position (eg Secretary,  
Chair, etc)

CHAIR of TRUSTEES

Date

30.5.2024



Section A

Independent Examiner's Report

Report to the trustees

Charity Name

BISHOPS CASTLE COMMUNITY FOOD BANK

On accounts for the year  
ended

31 MARCH 2023

Charity no  
(if any)

1190595

Set out on pages

1-5

(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 DD / MM / YYYY.

Responsibilities and  
basis of report

As the charity's trustees, 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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [ ] if not applicable.

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report 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:

23-5-24

Name:

CLIVE THOMAS SAWYER

Relevant professional  
qualification(s) or body

CTA ICPA

(if any):

--

Address:

7 MARKET SQUARE, BISHOPS CASTLE
SHROPSHIRE SY9 5BN

## Section B

### Disclosure

Only complete if the examiner needs to highlight material 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.

--

**BISHOPS CASTLE COMMUNITY FOODBANK**  
**PROFIT & LOSS ACCOUNT**  
**FOR THE YEAR ENDED 31 MARCH 2023**

	<b><u>2023</u></b>	<b><u>2022</u></b>
	<b><u>£</u></b>	<b><u>£</u></b>
Turnover	18,620.91	20,305.69
Administrative Expenses	21,443.20	18,143.68
Operating Profit	-2,822.29	2,162.01
Interest Received	-	-
(Loss)/ Profit on ordinary activities before taxation	-2,822.29	2,162.01
Tax on profit on ordinary activities	-	-
(Loss)/ Profit for the year after taxation	-2,822.29	2,162.01
Dividend for the year	-	-
	-2,822.29	2,162.01
Retained profit brought forward	13,316.26	11,154.25
Retained profit carried forward	<u>£10,493.97</u>	<u>£13,316.26</u>

**BISHOPS CASTLE COMMUNITY FOODBANK**  
**INCOME AND EXPENDITURE ACCOUNT**  
**FOR THE YEAR ENDED 31 MARCH 2023**

	2023		2022	
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
<b>RECEIPTS</b>				
Donations		15,174.04		10,050.44
Grants		500.00		10,255.25
Hardship Fund		2,946.87		-
		<u>18,620.91</u>		<u>20,305.69</u>
<b>Less Overheads</b>				
Food	15,762.63		14,979.57	
Hardship Fund	2,946.87		-	
Rent	1,180.00		1,200.00	
Printing	204.02		210.40	
Insurance	179.20		162.40	
Sundries	<u>1,170.48</u>		<u>1,591.31</u>	
		<u>21,443.20</u>		<u>18,143.68</u>
<b>Net (Loss) Profit for the Year</b>		<u>-£2,822.29</u>		<u>£2,162.01</u>

**BISHOPS CASTLE COMMUNITY FOODBANK**  
**BALANCE SHEET**  
**AS AT 31 MARCH 2023**

	<b>2023</b>		<b>2022</b>	
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
<b>Current Assets</b>				
Bank Account		£8,493.97		£13,233.34
Cash Account		-		£82.92
Debtor		£2,000.00		-
		<u>£10,493.97</u>		<u>£13,316.26</u>

**CAPITAL AND RESERVES**

Funds BFWD		13,316.26		11,154.25
Profit & Loss Account		-2,822.29		2,162.01
		<u>£10,493.97</u>		<u>£13,316.26</u>

Chairman: .....

Date: .....

Secretary: .....

Date: .....

Treasurer .....

Date .....





Section A

Independent Examiner's Report

Report to the trustees

Charity Name

BISHOPS CASTLE COMMUNITY FOOD BANK

On accounts for the year  
ended

31 MARCH 2023

Charity no  
(if any)

1190595

Set out on pages

1-5

(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 DD / MM / YYYY.

Responsibilities and  
basis of report

As the charity's trustees, 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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [ ] if not applicable.

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report 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:

23-5-24

Name:

CLIVE THOMAS SAWYER

Relevant professional  
qualification(s) or body

CTA ICPA

(if any):

Address:

7 MARKET SQUARE, BISHOPS CASTLE  
SHROPSHIRE SY9 5BN

## Section B

### Disclosure

Only complete if the examiner needs to highlight material 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.



**BISHOPS CASTLE COMMUNITY FOODBANK**  
**PROFIT & LOSS ACCOUNT**  
**FOR THE YEAR ENDED 31 MARCH 2023**

	<b><u>2023</u></b>	<b><u>2022</u></b>
	<b><u>£</u></b>	<b><u>£</u></b>
Turnover	18,620.91	20,305.69
Administrative Expenses	21,443.20	18,143.68
Operating Profit	-2,822.29	2,162.01
Interest Received	-	-
(Loss)/ Profit on ordinary activities before taxation	-2,822.29	2,162.01
Tax on profit on ordinary activities	-	-
(Loss)/ Profit for the year after taxation	-2,822.29	2,162.01
Dividend for the year	-	-
	-2,822.29	2,162.01
Retained profit brought forward	13,316.26	11,154.25
Retained profit carried forward	<u>£10,493.97</u>	<u>£13,316.26</u>

**BISHOPS CASTLE COMMUNITY FOODBANK**  
**INCOME AND EXPENDITURE ACCOUNT**  
**FOR THE YEAR ENDED 31 MARCH 2023**

	2023		2022	
	£	£	£	£
<b>RECEIPTS</b>				
Donations		15,174.04		10,050.44
Grants		500.00		10,255.25
Hardship Fund		2,946.87		-
		<u>18,620.91</u>		<u>20,305.69</u>
<b>Less Overheads</b>				
Food	15,762.63		14,979.57	
Hardship Fund	2,946.87		-	
Rent	1,180.00		1,200.00	
Printing	204.02		210.40	
Insurance	179.20		162.40	
Sundries	<u>1,170.48</u>		<u>1,591.31</u>	
		<u>21,443.20</u>		<u>18,143.68</u>
<b>Net (Loss) Profit for the Year</b>		<u>-£2,822.29</u>		<u>£2,162.01</u>

**BISHOPS CASTLE COMMUNITY FOODBANK**  
**BALANCE SHEET**  
**AS AT 31 MARCH 2023**

	<b>2023</b>		<b>2022</b>	
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
<b>Current Assets</b>				
Bank Account		£8,493.97		£13,233.34
Cash Account		-		£82.92
Debtor		£2,000.00		-
		<u>£10,493.97</u>		<u>£13,316.26</u>

**CAPITAL AND RESERVES**

Funds BFWD		13,316.26		11,154.25
Profit & Loss Account		-2,822.29		2,162.01
		<u>£10,493.97</u>		<u>£13,316.26</u>

Chairman: .....

Date: .....

Secretary: .....

Date: .....

Treasurer .....

Date .....