



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

Period start date: from 1 April 2021 to Period end date: 31 March 2022

Charity name: Pendle Food for All

Charity registration number: 1191184

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The prevention or relief of poverty or financial hardship for people living in the Borough of Pendle who are in a condition of need, hardship or distress in such ways as the trustees think fit, in particular but not exclusively by: a) providing low-cost food via membership of Pendle Food for All food club; b) such other means, including (but not limited to) the provision of support and advice.
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	PFFA has provided weekly food clubs charging £4 for £15-£20 worth of food, members are on low income, average 80 'shops' a week.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<p>It is confirmed that the trustees have had regard to the guidance on public benefit and this has helped our trustees to:</p> <ul style="list-style-type: none">• stay focused on what PFFA is there to achieve (its purposes) when planning activities• demonstrate what PFFA does and the value of its work, particularly when applying for grant funding or fundraising• link with impact reporting and demonstrating PFFA's transparency and accountability• improve the overall quality of reporting on PFFA's work <p>PFFA carries out a wide range of</p>

		<p>activities in pursuance of its charitable aims. The trustees consider that these activities summarised below provide benefit to both the members of the PFFA and the wider community:</p> <ul style="list-style-type: none"> • Weekly food club serving up to 100 families • Advice and support on wider issues • Access to support from a health and wellbeing practitioner • Support and development for volunteers with the charity • A warm and welcoming place of safety • Reduction of food waste • Opportunity to join the Sewing Group
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Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	Volunteers make a very significant contribution to the running of the food club and other activities. There are around 25 active volunteers.
Other		

Achievements and Performance

	SORP reference	
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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>By providing low-cost food each week for 80 members, we reach an average of 190 people, which includes members' family members. This lessens the financial burden on the members of PFFA, and provides them with healthy and nutritious food which they otherwise wouldn't be able to afford.</p> <p>We also see our volunteers make great progress in both confidence and a range of skills including communications, numeracy, literacy and food hygiene.</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	N/A
Performance of fundraising activities against objectives set	Para 1.41	N/A
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	The charity is much more aware of its financial position and this is kept under review. The accounts report that PFFA is currently a going concern but the Trustees are keen to put into place a longer term financial and sustainability plan in 2022-23.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The charity has a savings account which is seen as the reserve. These are to cover any costs that are not covered by grants or income e.g., transport costs, salaries

Amount of reserves held	Para 1.22	£13,000
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	The Trustees are currently working through a plan to ensure sustainability into the medium term for PFFA, given the uncertain funding climate for charities of this kind.

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	These are grants e.g., National Lottery, local authority, donations and income from the Food Club.
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	<p>The trustees have developed a short risk register which is reviewed at each monthly meeting. The current key risks include:</p> <ul style="list-style-type: none"> • Short Term funding is always needed to maintain our food offer • A Longer-term finance plan is needed • Succession planning for staff and volunteers is needed • Board development • Lack of Stock / losing donations from local suppliers
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	CIO Constitution
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	Through open nomination and interview by Trustees

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	There is currently no formal induction programme for new Trustees – but new Trustees are encouraged to meet the Board and observe a meeting as well as visiting the programme to gain a better understanding of the way PFFA works
The charity's organisational structure and any wider network with which the charity works	Para 1.51	There are currently two part time staff. This is currently being reviewed from September 2022 and clear lines of accountability between staff and Trustees are to be clarified with a scheme of delegation.
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Pendle Food for All
Other name the charity uses	Pendle Food Club
Registered charity number	1191184

Charity's principal address	c/o The Zone Leeds Road Nelson BB9 8EL

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	Rev Julie Smith	Chairperson		
2	Lisa Peynardo	Vice Chairperson		
3	Jane Turner			
4	Veronica Devonport (known as Vicki)			
5				
6				
7				
8				
9				
10				
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		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

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	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

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)

Lynne Mitchell and Sara Mumby

Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/A

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)

Rev J Smith

Full name(s)

Rev Julie Smith

**Position (eg
Secretary, Chair, etc)**

Chairperson

Date

05/09/22



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Pendle Food For All

On accounts for the year
ended

31/03/2022

Charity no
(if any)

1191184

Set out on pages

2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30/03/2021.

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

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:

27/07/2022

Name:

S A Newberry,

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

FFA, FTA

Address:

Positive Practice

1 Primet Hill

Colne, Lancashire, BB8 9NF

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.

Report to the trustees

On accounts for the year ended 31/12/2018

Set out on page 2

Responsibilities and basis of report

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than those disclosed below) which cause me to believe that any material irregularities have occurred in the accounts.

The accounting records were not kept in accordance with section 100 of the Charities Act 2006.

The accounts do not accord with the accounting records or the accounts do not comply with the applicable requirements of the Charities Act 2006 and/or the Charities Regulations 2008.

Preparing the form and content of accounts set out in the Charities Act 2006 and the Charities Regulations 2008 is not a requirement of the Charities Act 2006 and the Charities Regulations 2008.

I have no concerns and have signed across the other matters in connection with the examination to which attention should be drawn in the report in order to ensure a proper understanding of the accounts to be reached.

I have signed the words in the schedule if they do not apply.

Signed:

Name: [Signature]

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



CHARITY COMMISSION
FOR ENGLAND AND WALES

Pendle Food For All

1191184

Receipts and payments accounts

CC16a

For the period
from

01/04/2021

To

31/03/2022

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
	32,780	11,000	-	43,780	48,770
Interest	24	-	-	24	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	32,804	11,000	-	43,804	48,770
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	32,804	11,000	-	43,804	48,770
A3 Payments					
Purchases	15,352	-	-	15,352	11,386
Staff costs	25,101	-	-	25,101	16,123
Transport	5,015	-	-	5,015	14,113
Promotion	-	-	-	-	390
PPS	263	-	-	263	243
professional fees	385	-	-	385	500
Insurance	240	-	-	240	240
Sundries	699	-	-	699	-
Equipment	91	-	-	91	-
Sub total	47,145	-	-	47,145	42,995
A4 Asset and investment purchases, (see table)					
Fixtures and Fittings		-	-	-	-
Office Equipment	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	47,145	-	-	47,145	42,995
Net of receipts/(payments)	- 14,341	11,000	-	- 3,341	5,775
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	- 14,341	11,000	-	- 3,341	5,775

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	Savings	13,024	-	-
	Cash at Bank	5,222	-	-
	Csh	-	-	-
	Total cash funds	18,246	-	-

(agree balances with receipts and payments
account(s))

[illegible]

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets				-
			-	-
			-	-
			-	-
			-	-
			-	-

[illegible]

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	Tax and NI		2,631	
	Creditors		1,457	
			-	
			-	
			-	

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

Signature

Print Name

Date of approval

h. Reynádo

LISA PEYNARD
JANE TURNER

5/9/22
5/9/22.

Pendle Food For All

Financial Activities
April 2021 - March 2022

	TOTAL
Income	
Billable Expenditure Income	28.44
Charitable activities	300.00
Donations	7,073.57
Grants	11,000.00
Membership Money	17,247.70
Sales	8,130.00
Total Income	£43,779.71
Cost of Sales	
Food purchase	14,407.39
Total Cost of Sales	£14,407.39
TOTAL	£29,372.32
Expenditures	
cleaning	10.00
Computer Costs	0.00
Equipment	91.10
Fairshare	629.00
food sundries	315.39
Fuel cost	301.40
Insurances	239.68
Interest Payable	-0.90
mileage staff	846.43
mileage vol	34.65
Office/General Administrative Expenses	18.44
Other Miscellaneous Service Cost	154.00
Other Professional Services	384.60
Printing, Postage and Stationery	263.33
Staff costs	25,100.58
sub contractor	330.00
Travel and Accommodation	192.15
Uncategorised Expenditure	96.00
Van driver	3,640.00
Volunteers	90.00
Total Expenditures	£32,735.85
NET OPERATING INCOME	£ -3,363.53
Other Income	
Interest Receivable	16.17
Total Other Income	£16.17
NET OTHER INCOME	£16.17
NET INCOME/(EXPENDITURE)	£ -3,347.36



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Pendle Food For All

On accounts for the year
ended

31/03/2022

Charity no
(if any)

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Set out on pages

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I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30/03/2021.

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

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:

27/07/2022

Name:

S A Newberry,

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

FFA, FTA

Address:

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Report to the trustees

On accounts for the year ended 31/12/2017

Set out on page 2

Responsibilities and basis of report

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than those disclosed below) which cause me to believe that any material irregularities have occurred in the accounts.

The accounts were not kept in accordance with section 40 of the Charities Act 2006.

The accounts do not accord with the accounting records or the accounts do not comply with the applicable requirements of the Charities Act 2006 and/or the Charities Regulations 2008.

Preparing the form and content of accounts set out in the Charities Act 2006 and the Charities Regulations 2008 is not a requirement of the Charities Act 2006 and the Charities Regulations 2008.

There are no concerns and have some areas of other matters in connection with the examination to which attention should be drawn in the report in order to ensure a proper understanding of the accounts to be reached.

I have signed the words in the schedule if they do not apply.

Signed:

James A. [Signature]

Relevant professional qualification (or body) (if any)

ICAEW



CHARITY COMMISSION
FOR ENGLAND AND WALES

Pendle Food For All

1191184

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CC16a

For the period
from

01/04/2021

To

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			-	-

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			-	
			-	
			-	

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