



SEVENOAKS LARDER

**TRUSTEES ANNUAL REPORT
AND ACCOUNTS
FOR THE 13 MONTHS ENDED
31.12.21**

Annual Report and Accounts for the 13 months ended 31.12.21

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Statutory details

Registered Charity name:	Sevenoaks Larder
Registered Charity number:	1192371
Registered address:	89 Weald Road, Sevenoaks, Kent, TN13 1QJ
Operating Premises address:	Hope Church, Mill Lane Centre, Mill Lane, Sevenoaks, Kent, TN14 5BX
Principal Office:	England
Trustees:	Claire Ritchie BEM, ACA (Chair) Nicci Chandler BA (Hons) Goretti Efthimiou RGN Shelly Goldring Kathy James LLB (Hons) Jenn Lancaster (appointed 31-05-2021) Gordon Lee Trudie McGowan LLB Phil Smith (appointed 31-05-2021) Fay Warne BA (Hons) Andrea Watson PhD Melissa Wilkinson

Trustees are appointed by a resolution at a properly convened meeting of charity trustees.

Governing document:	Constitution as a Charitable Incorporated Organisation. A code of conduct has been agreed between the trustees. Sevenoaks Larder has also adopted policies to aid the running of the charity. These include: Complaints, Safeguarding, Equality, Handling of DBS Information, Volunteer Confidentiality Agreement.
Bank account:	National Westminster Bank, 67 High Street, Sevenoaks

Objectives & Activities of the charity:

The objects of the charity are the relief and assistance of those persons in Sevenoaks District that are in need by reason of financial hardship by providing emergency food supply, essential toiletries and other household items. Also the provision of support in signposting to relevant advisory services or information as the trustees think fit.

The main activities of Sevenoaks Larder include purchasing and collecting donated items (food and household products) and distributing to those who are struggling to afford to buy their own food in our community.

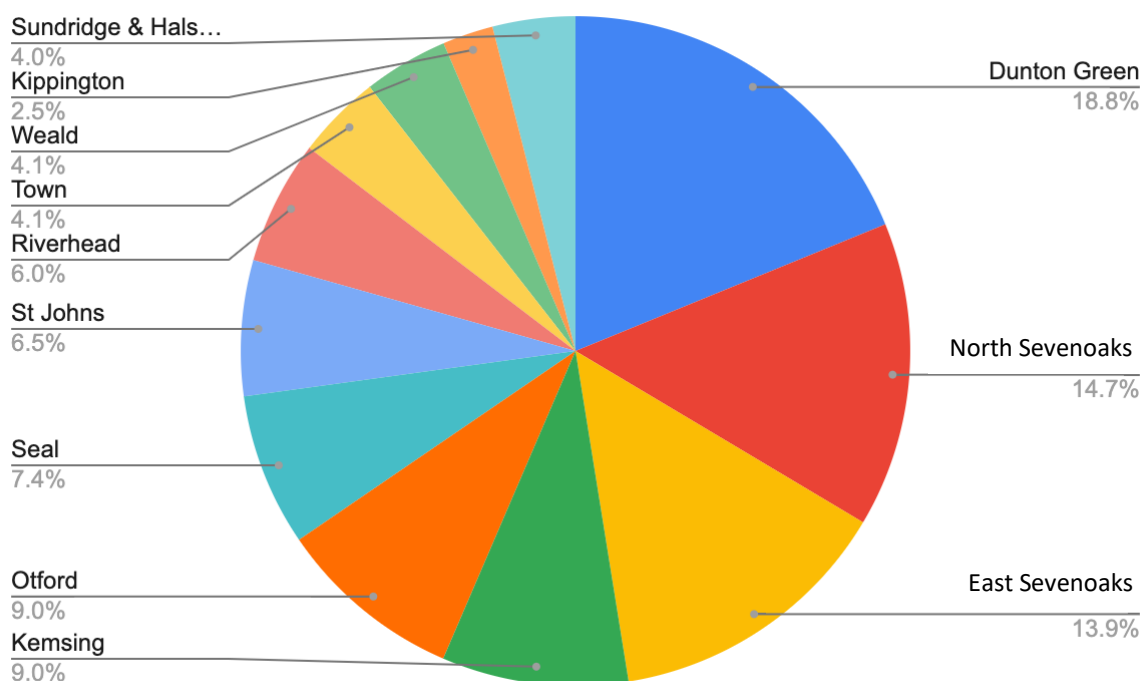
Sevenoaks Larder also collect supermarket excess food from Waitrose, Marks & Spencer, Lidl, Aldi and Tesco which is also distributed to our clients.

Client demographics & details:

Our client base is comprised as follows:

	<u>17.11.20</u>	<u>31.12.21</u>
Number of households registered	49	120
Total number of clients registered	266	355
Comprising : Adults	127	180
Children	139	175
Number of households with children	36	75
Adult only households	13	45
Single adult households	8	32

Our client base is made up as follows, from within our coverage area of Sevenoaks & villages:



Each household is entitled to claim one food order per week. The size of the food parcel depends on the size of the family. The sliding scale is as follows:

	Allowance given		
	Fresh protein (number of portions of eg 600g chicken)	Fresh fruit & vegetables (number of packs)	Store cupboard 'dry' foods' (number of items)
Households of 1-2	1	4	8
Households of 3-4	2	6	12
Households of 5+	3	8	16

In addition to the above the clients will receive a share of the excess food collected from the supermarkets that day.

Approximately 60% of our clients visit the Larder on their allocated day each week to collect their food and to choose bonus items from the shelves.

The remaining 40% are unable to get to the Larder due to transport, mobility or other issues and have their food delivered by a volunteer.

Main achievements of the charity during the period:

- a) During the accounting period approximately 54,000kg of ambient food and household products have been distributed, of which approximately 46,000kg was donated. In addition approximately £42,000 of fresh food has been bought and distributed.
- b) In the week up to Christmas, in addition to their normal allowances and following a generous donation by a Sevenoaks resident, we were able to give the clients Aldi Orange shopping vouchers totalling £5,150.

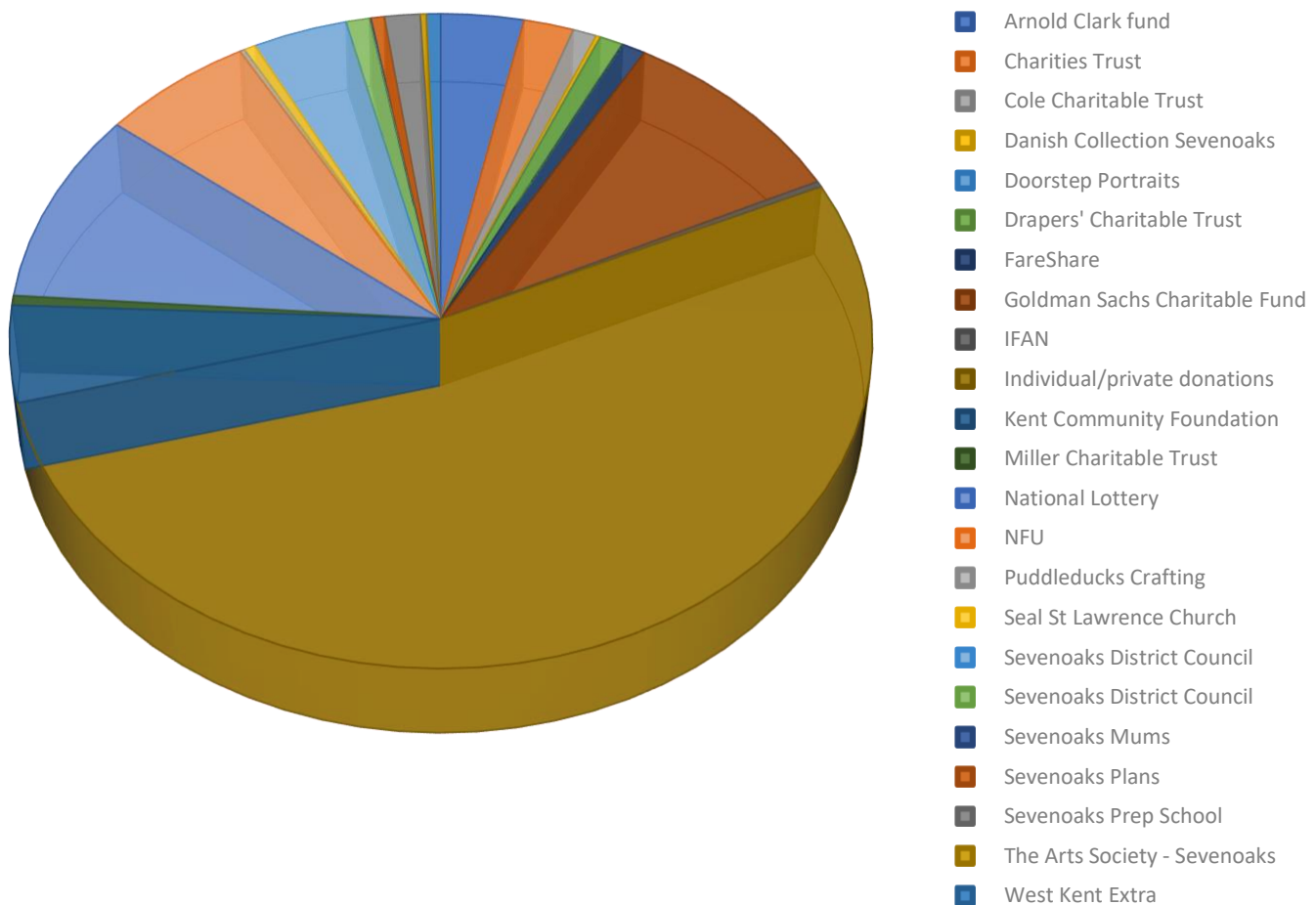
These allowed them to buy food at Aldi (but no alcohol or lottery tickets) and were allocated as follows :

1 person households:	£20 voucher
2 person households:	£30 voucher
3 person households:	£45 voucher
4 person households:	£60 voucher
5 person households:	£75 voucher
6+ person households:	£90 voucher

- c) During the period, £105,210 was raised from private donations and from funds and grants.
- d) Over 250 volunteers were registered, including a number of students who completed their Duke of Edinburgh volunteer hours at the charity.

Donations & grant/fund income received:

FUNDS RECEIVED DURING THE PERIOD



The Trustees are very grateful to those listed above, and to the whole Sevenoaks Community for their generosity & support.

Public benefit :

The trustees declare that they have had regard to the guidance issued by the Charity Commission on public benefit.

Receipts & Payments Accounts for the 13 months ended 31.12.21

	<u>Unrestricted funds</u> £	<u>Restricted funds</u> £	<u>Total</u> £
<u>Receipts</u>			
Income received from grants & funds	47752	-	47752
Income received from donations	46610	10848	57458
Total receipts	94362	10848	105210
<u>Payments</u>			
Purchases of food	56615	2838	59453
Admin costs	2448	297	2745
Purchase of fixed assets	1148	2460	3608
Purchase of Christmas food vouchers	-	5150	5150
Total Payments	60211	10745	70956
<u>Net receipts/(payments)</u>	34151	103	34255
Cash funds last period end	-	-	-
Cash funds this year end	34151	103	34255

The trustees acknowledge their responsibilities for complying with the requirements with respect to accounting records and the preparation of the accounts and these accounts have been prepared accordingly.

Signed:
 Claire Ritchie - Trustee (Chair)
 Shelly Goldring - Trustee

Notes to the accounts

1. **Accounts:** The accounts have been prepared as receipt and payment accounts, in line with Charity Commission regulations, having income between £25,000 and £250,000. This level of income requires the accounts to have an independent examination.
2. **Receipts:** All income is recognised by Sevenoaks Larder when received into the bank account.
3. **Payments:** payments are accounted for when they have left the bank account.
4. **Funds:** two different types of funding are received by the charity, and are accounted for separately:
 - 1) Restricted funds – funds which have been designated for a specific purpose and must be used as such.
 - 2) Unrestricted Funds – funds which are available for general use at the discretion of the trustees in furtherance of the objectives of the charity and which have not been designated for any specific purpose.
5. **Stock:** Donated and distributed stocks are detailed in the written report and are not included in the financial reports.
6. **Assets retained for the charity's own use:**

<u>Item</u>	<u>Fund to which asset belongs</u>	<u>Cost</u> <u>£</u>
Storage racking	Bought from restricted funds	1458
Commercial fridge	Bought from restricted funds	911
Commercial freezer	Bought from restricted funds	1026

Independent examiner's report to the trustees of Sevenoaks Larder (Charity number 1192371) on the accounts for the 13 months ended 31.12.21 set out on page 7 of these statements.

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the accounting period ended **31/12/21**.

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.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination 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.

Signed: S. Knox

Date: 4/2/22

Name: SALLY KNOX

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

Address: 30 GREENHILL ROAD
OTFORD - TN14 5RS