



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 01 September 2022 Period start date To 31st August 2023
Period end date

Charity name: Haslemere Food Bank Trust

Charity registration number: 1193577

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The purpose of the Food Bank is to support families and individuals in need in and around the Haslemere area by providing emergency food and household supplies. Other means of support are also provided, by means of advice given by signposting families and individuals to other relevant and advisory services.
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	There are two distribution days each week throughout the year, where clients come and collect food and Tesco vouchers. There is also the opportunity to choose fresh fruit and vegetables, plus additional products such as hygiene products, on each distribution day. A frozen meal is often offered to the client which has been donated by a local business. A breakfast is also provided on these days. During Easter, additional items are placed in the food packs (Easter Eggs), and Tesco vouchers are given as an additional support. At Christmas a special distribution takes place and a dedicated Christmas food pack is given to each family and individual, in addition to the normal food bag. There is also the opportunity during this special distribution for families and individuals to pick up gifts and toys which have been donated by the local business community. A Tesco food voucher of either £20 or £10 is also given to clients to purchase fresh food. Each client is referred to the Food Bank by one of our referral agencies.

		Volunteers deliver food packs to those families and individuals who are unable to get to the Food Bank in person. Volunteers are on hand on both distribution days to sit and talk to those who wish further support. The Food Bank continues to offer specific monetary support grants entrusted to us by Surrey County Council. These are provided to those families and individuals in need, having been referred to the Food Bank by different agencies which have identified a specific need. The referrals come from schools, local health centre, churches, and CAB. These grants are provided for urgent specific needs arising for families and individuals who have no other forms of support. For example, energy bills, issues arising from poor health, unexpected family situations and such basic needs as bedding and transport issues.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Encourage positive mental health and wellbeing. Signposting and raising awareness of our organisation. Provide food vouchers, therefore giving certain autonomy and dignity to the client. Opportunity for the public/local community to donate to the Food Bank through financial support and provision of food. Refer back to the referral agencies if concerned about any physical or mental issues.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Grants are given to families and individuals as a distribution of grants received from Surrey County Council. These grants are for specific purposes as required by SCC. The parameters for these grants are given for Food, Energy, Wider essentials relating to energy, housing costs. The balance of these funds is treated as separate restricted funds within the accounts. Other grants are given out of funds received from other sources i.e. Donations from within the local community and Just Giving. These grants will be given, for example, to help a family with moving costs, money for transport costs to help a family get a sick child to hospital and to help with a

		debt problem, provided the client gets advice from a local money advice centre.
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	All practical and administrative work is undertaken by volunteers.
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	The Food Bank has continued and expanded the service throughout the past year. We continue to provide the twice weekly supply of fresh fruit and vegetables and with the help of a volunteer homemade soup is frozen and given out on distribution days. Store cupboard items are bought on a regular basis. This is in addition to the food donations that are received each week. The Christmas distribution is very successful. In addition to the food packs, toys and gifts were again donated by the local community, thus alleviating the stress on individuals and families. This has enabled us to provide a range of opportunities to reach out and give to those clients who are in need. It has also given the volunteers, a sense of community spirit and a sense of purpose, especially for those clients who have become volunteers. In addition to those referred to us as in urgent need of food support, we invite our various referring agencies (mainly the local schools) to nominate other families who are struggling to receive some extra help over Christmas. This increases the footfall considerably but

		is much appreciated. The event is generously supported by the local community. (It is always a remarkable experience.)
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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		Haslemere Food Bank will have been open for 10 years on 1st July 23. We are proud of the good that has been done, the support we have been able to offer, and the good relations that have been engendered with those sent for support, our referral agencies and donors within the local community. We are, however, dismayed that this should remain a necessity for a growing number of people, with little sign of a let up any time soon.

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	There was a surplus of £13,665 for year ending 31st August 2023.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Donations funds during the year have continued to be very generous. Whilst every effort is made to ensure that the funds are allocated in such a way that clients that are referred to the Food Bank by other agencies are helped. Certain restrictions on how the funds are to be spent from Surrey County Council, have to be put into place.
Amount of reserves held	Para 1.22	Net current assets are £55,417 of which £23,036 are restricted funds attributed to Surrey County Council for distribution.
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	None at present

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	Donations from individuals and families either by cash or cheque. Monthly donations paid directly into Haslemere Food Bank's Bank Account. Donations from local organisations Local schools Local Churches Just Giving
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	None at present, as long as donations of food and financial support continues.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed , royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association , CIO)	Para 1.25	Unincorporated association
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	Current trustees will be up for re-election at the Annual Meeting in June.

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	Haslemere Food Bank Trust
Other name the charity uses	
Registered charity number	1193577
Charity's principal address	Haslemere Methodist Church 5-7 Lion Green Haslemere Surrey GU27 1LE

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	David Rice	Chairperson		
2	Alison Rice	Secretary		
3	Aileen Assender	Treasurer		
4	Gillian Boreham			
5	Jennifer Sugden			
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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	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	None
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	None

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)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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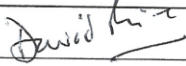
Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

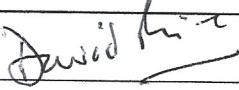
Signature(s)		
Full name(s)	David Rice	Aileen Margaret Assender
Position (eg Secretary, Chair, etc)	Chairperson	Treasurer

Date 29th May 2024

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	David Rice	Aileen Margaret Assender
Position (eg Secretary, Chair, etc)	Chairperson	Treasurer

Date	29th May 2024
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Haslemere Foodbank Trust
Formatted Trial Balance
for the year ended 31 August 2023

Page 1

Code	Description	Aug 23 Current £	Aug 22 Comp. £
Profit & Loss Account			
Income			
001	Donations - individuals direct to bank	19,289	13,236
002	Donations - collections from other organisations	5,230	3,003
003	Donations - Justgiving	21,715	13,947
004	Grants recd - local authority unrestricted	-	701
004A	Grants received - local authority restricted	18,360	15,750
005	Donations - individuals cash	1,358	859
006	Donations - individuals CAF	800	1,000
007	Gift aid received	7,016	-
		<u>73,768</u>	<u>48,496</u>
Direct charitable expenses			
112	Food purchases	10,294	5,983
112B	Bags and packaging	1,099	604
113	Voucher purchases	21,901	15,750
114	Grants paid unrestricted	6,662	10,825
115	Funds spend - restricted funds	17,492	5,411
		<u>57,448</u>	<u>38,573</u>
Administration Expenses			
322	Use of premises	1,018	1,250
326	Insurance	252	252
342	Advertising and website	163	101
368	Accountancy	100	-
371	Bank charges	1,020	382
381	Sundry expenses	211	754
		<u>2,764</u>	<u>2,739</u>
Interest Receivable/Paid and Similar Income			
411	Bank interest received	(89)	-
415	Other interest received	(20)	-
		<u>(109)</u>	<u>-</u>
Total Overheads		<u>2,655</u>	<u>2,739</u>
Surplus / (deficit) for the year		<u>13,665</u>	<u>7,184</u>
Balance Sheet			
Current Assets			
771	Lloyds current account	15,327	41,752
773	Lloyds deposit account	40,090	-

Haslemere Foodbank Trust
Formatted Trial Balance
for the year ended 31 August 2023

Page 2

Net assets	<u>55,417</u>	<u>41,752</u>
Capital		
Unrestricted funds brought forward	19,583	22,738
Restricted funds brought forward	22,169	11,830
Surplus / (deficit) for the year	13,665	7,184
	<u>55,417</u>	<u>41,752</u>



CHARITY COMMISSION
FOR ENGLAND AND WALES

Haslemere Food Bank Trust

1193577

Receipts and payments accounts

CC16a

**For the
period from**

01/09/2022

to

31/08/2023

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					
Donations received	48,392		0	48,392	32,045
Grants received		18,360		18,360	16,451
Gift aid	7,016			7,016	0
Interest received	109			109	0
Sub total (Gross income for AR)	55,517	18,360	0	73,877	48,496
A2 Asset and investment sales, (see table).					
	0	0	0	0	0
Sub total	0	0	0	0	0
Total receipts	55,517	18,360	0	73,877	48,496
A3 Payments					
Food purchases	10,294			10,294	5,983
Voucher purchases	21,901			21,901	15,750
Bags and packaging	1,099			1,099	604
Grants paid	6,662	17,492		24,154	16,236
Use of premises	1,018			1,018	1,250
Insurance	252			252	252
Advertising and website	163			163	101
Accountancy	100			100	0
Bank charges	1,020			1,020	382
Sundry expenses	211			211	754
Sub total	42,720	17,492	0	60,212	41,312
A4 Asset and investment purchases, (see table)					
	0	0	0	0	0
Sub total	0	0	0	0	0
Total payments	42,720	17,492	0	60,212	41,312
Net of receipts/(payments)	12,797	868	0	13,665	7,184
A5 Transfers between funds	0	0	0	0	0
A6 Cash funds last year end	19,583	22,169	0	41,752	34,568
Cash funds this year end	32,380	23,037	0	55,417	41,752

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

		Unrestricted funds	Restricted funds	Total
		to the nearest £	to the nearest £	to the nearest £
B1 Cash funds	Lloyds bank current account	15,327	0	15,327
	Lloyds bank savings account	17,053	23,037	40,090
	Total cash funds	32,380	23,037	55,417

		Unrestricted funds	Restricted funds	Total
		to the nearest £	to the nearest £	to the nearest £
B2 Other monetary assets	Details			
		0	0	0

		Fund to which asset belongs	Cost (optional)	Cost (optional)
B3 Investment assets	Details			
		0	0	0

		Fund to which asset belongs	Cost (optional)	Cost (optional)
B4 Assets retained for the charity's own use	Details			
		0	0	0
		0	0	0

		Fund to which liability relates	Amount due (optional)	Amount due (optional)
B5 Liabilities	Details			
		0	0	0

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

Signature	Print Name	Date of approval

**Independent examiner's report to the trustees of Haslemere Food Bank Trust
(Charity 1193577)**

I report to the trustees on my examination of the Receipts and Payments Accounts of the Haslemere Food Bank Trust (the Trust) for the year ended 31 August 2023.

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 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.



George Cooke FCCA
58 Sheepdown Drive
Petworth
GU28 0BX

Date: 11 May 2024