

Trustees' Annual Report for the period



CHARITY COMMISSION
FOR ENGLAND AND WALES

From 11th May 2022 To 10th May 2023

Charity name: Portland Foodbank
Charity registration number: 1194428

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, in particular but not exclusively in Portland and the surrounding area based on Christian principles by: A) Providing emergency food to individuals and families in need and/or for distribution by charities or other organisations working to prevent or relieve poverty or financial hardship. B) Such other means, including (but not limited to) the provision of support or signposting to relevant information and other 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	The foodbank provides food and other provisions to anyone who is in need. Customers are usually, but not exclusively, referred to the foodbank by other agencies. The foodbank works closely with the local church to actively reach out and support members of the local community on Portland. The foodbank may from time to time support other local organisations in providing food to those in financial hardship. In addition the foodbank provides support and signposting to other services.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees are aware and have regard to the guidance issued by the Charity Commission on Public benefit,

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	The foodbank trustees recognise the value of all those who volunteer at the foodbank without whom the charity would be unable to operate.
Other		N/A

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	Portland Foodbank has achieved a great deal this year by providing a foodbank to the local community of Portland. The foodbank has built considerable public support with regular donations being made through the Portland Supermarkets and Churches. In addition the foodbank has built up strong contacts with local authorities and other care-givers who provide referral services to the foodbank. The foodbank continues to provide free food to those who are most in need on the isle or Portland, We have entered into a partnership with Citizen Advice Bureau, where they provide an advisor who uses a office space provided by Portland Parish – and holds a drop in during the Tuesday sessions of the Foodbank. This adds greatly to the help we can provide.

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	Our annual accounts show that our income is in excess of our outgoings and our financial position is as expected.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Portland Foodbank has a financial commitment to Citizens Advice who provide an on-site advice service for our clients. This commitment is currently just under £10,000 per annum. We have no other ongoing commitments.
Amount of reserves held	Para 1.22	£10,000
Reasons for holding zero reserves	Para 1.22	Portland Foodbank aims to serve the needs of the local community with the funds that it holds.
Details of fund materially in deficit	Para 1.24	None
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	
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 (trust deed, royal charter)	Para 1.25	Constitution of a Charitable Incorporated Organisation whose only voting members are its charity trustees
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Incorporated Organisation
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	There must be at least three charity trustees. If the number falls below this minimum, the remaining trustee or trustees may act only to call a meeting of the charity trustees, or appoint a new charity trustee.

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	Portland Foodbank
Other name the charity uses	
Registered charity number	
Charity's principal address	

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	Timothy Gomm	Chair		
2	Rosemarie Husain			
3	David Farmer			
4	Tracy Anne Stagg	Treasurer		
5	Paul Kimber		15 th March 2023	

Corporate trustees – names of the directors at the date the report was approved - **None**

Director name		

Name of trustees holding title to property belonging to the charity - **None**

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	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)

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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)	Timothy Gomm	David Farmer
Position (eg Secretary, Chair, etc)	Chair	Trustee

Date 12/10/2023

Portland Food Bank
Report and Financial Statements
for the financial year ended 10 May 2023

Elliot & Co LLP
Chartered Accountants
7 King Street
Weymouth
Dorset
DT4 7BJ
United Kingdom

Portland Food Bank
PROPRIETOR AND OTHER INFORMATION

Proprietor

Portland Food Bank

Accountants

Elliot & Co LLP
Chartered Accountants
7 King Street
Weymouth
Dorset
DT4 7BJ
United Kingdom

Business Address

The Vicarage
Ventnor Road
Portland
DT5 1JE
United Kingdom

Portland Food Bank

CHARTERED ACCOUNTANTS' REPORT

to Portland Food Bank on the unaudited financial statements for the financial year ended 10 May 2023

We have compiled the financial statements of Portland Food Bank for the financial year ended 10 May 2023 which comprise the Trading, Profit and Loss Account, the Balance Sheet and notes to the financial statements, from the accounting records, information and explanations you have given to us.

As a member firm of the Institute of Chartered Accountants in England and Wales, we are subject to its ethical and other professional requirements which are detailed at www.icaew.com/membershandbook.

This report is made solely to you, in accordance with the terms of our engagement. Our work has been undertaken so that we might compile the Trading, Profit and Loss Account, the Balance Sheet and notes to the financial statements, that we have been engaged to compile, report to you that we have done so, and state those matters that we have agreed to state to you in this report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Portland Food Bank, for our work, or for this report.

We have carried out this engagement in accordance with technical guidance issued by the Institute of Chartered Accountants in England and Wales and have complied with the Rules of Professional Conduct and the ethical guidance laid down by the Institute.

You have approved the Trading, Profit and Loss Account, the Balance Sheet and notes to the financial statements, for the financial year ended 10 May 2023 and have acknowledged your responsibility for them, for the appropriateness of the accounting basis and for providing all information and explanations necessary for their compilation.

We have not been instructed to carry out an audit or a review of the financial statements of Portland Food Bank. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the financial information.

ELLIOT & CO LLP
Chartered Accountants
7 King Street
Weymouth
Dorset
DT4 7BJ
United Kingdom

28 August 2023

Portland Food Bank
TRADING, PROFIT AND LOSS ACCOUNT
for the financial year ended 10 May 2023

	2023	2022
Income	41,648	14,976
Cost of Sales		
Food supplies	16,470	12,137
Energy vouchers	60	50
	16,530	12,187
Gross profit	25,118	2,789
Administrative expenses		
Rent payable	1,546	815
Team support costs	246	122
Printing, postage and stationery	210	152
Advertising	-	68
Telephone, broadband and internet related expenses	120	400
Computer software, hardware and servicing costs	437	724
Accountancy fees	189	185
Bank charges	94	56
Charitable donations	6,500	500
Subscriptions	-	6
	9,342	3,028
Miscellaneous income		
Government grants	2,000	2,250
Net profit	17,776	2,011

Portland Food Bank
BALANCE SHEET
as at 10 May 2023

		2023	2022
	Notes		
Current Assets			
Cash at bank and in hand		<u>65,311</u>	<u>47,531</u>
Creditors			
Amounts falling due within one year	1	<u>(2,904)</u>	<u>(2,900)</u>
Net Current Assets		<u>62,407</u>	<u>44,631</u>
Total Assets Less Current Liabilities		<u><u>62,407</u></u>	<u><u>44,631</u></u>
Capital Account		<u><u>62,407</u></u>	<u><u>44,631</u></u>

Portland Food Bank
NOTES TO THE FINANCIAL STATEMENTS
for the financial year ended 10 May 2023

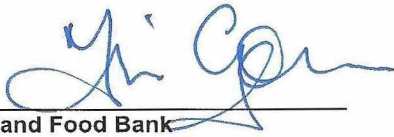
1.	CREDITORS	2023	2022
	Amounts falling due within one year		
	Other creditors	2,715	2,715
	Accruals	189	185
		2,904	2,900

2. APPROVAL OF ACCOUNTS

The accounts were approved by Portland Food Bank on 28 August 2023.

Portland Food Bank
Proprietors' Approval Statement
Report and Financial Statements
for the financial year ended 10 May 2023

I approve the financial information which comprises the Trading, Profit and Loss Account, the Balance Sheet and notes to the financial statements. I acknowledge my responsibility for the financial information, including the appropriateness of the accounting basis for providing Elliot & Co LLP with all information and explanations necessary for its compilation.



Portland Food Bank
Proprietor

Portland Food Bank
Report and Financial Statements
for the financial year ended 10 May 2023

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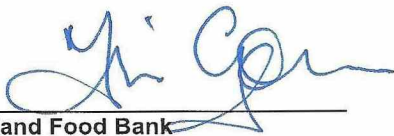
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