

**ANNUAL REPORTS AND FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31ST MARCH 2023**

**PERRY'S PANTRY
FOODBANK**

(Charitable Incorporated Organisation)

CHARITY REGISTRATION No: 1194705

Castle View Accounting Ltd
New Barn
Mudberry Lane
Bosham
Chichester
West Sussex
PO18 8TS

PERRY'S PANTRY FOODBANK
(Charitable Incorporated Organisation)

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PERRY'S PANTRY FOODBANK
(Charitable Incorporated Organisation)

LEGAL AND ADMINISTRATIVE INFORMATION

CHARITY NUMBER	1194705
DATE OF REGISTRATION	7th June 2021
START OF FINANCIAL PERIOD	31st March 2022
END OF FINANCIAL PERIOD	31st March 2023
TRUSTEES AT 31ST MARCH 2023	Katie Small Fiona Armstrong Hall Patricia Reilly-Hurst
LEGAL STATUS	Charitable Incorporated Organisation
GOVERNING INSTRUMENT	CIO - Foundation Registered 7th June 2021

OBJECTS

The relief of financial hardship amongst people in South Manchester and the surrounding areas in such ways as the trustees from time-to-time think fit, in particular but not exclusively by: **a)** Providing emergency food, essential toiletries, and household items to individuals and families in need and/or for distribution by other charities or other organisations working to prevent or relieve poverty. **b)** Such other means, including (but not limited to) the provision of support or signposting to relevant information and other advisory services.

CORRESPONDENCE ADDRESS	54 Mersey Bank Avenue Chorlton Manchester M21 7NN
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PRIMARY BANKERS	Barclays Bank Plc 1 Churchill Place London E14 5HP
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INDEPENDENT EXAMINERS	Castle View Accounting Ltd New Barn Mudberry Lane Bosham Chichester West Sussex PO18 8TS
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PERRY'S PANTRY FOODBANK

(Charitable Incorporated Organisation)

TRUSTEES' REPORT FOR THE PERIOD ENDED 31ST MARCH 2023

Objectives and Activities

Summary of the Main Activities

Providing a foodbank service and a pantry service to individuals in the local community who require help with food poverty.

The Trustees have read and understood the guidance issued by the Charity Commission on public benefit.

Achievements and Performance

In the second year of our Charity, FY23, we have:

- Raised over £70,000 in public and private donations;
- Distributed over 35 tonnes of food, saved 6 tonnes of food from landfill/waste and distributed to over 3,000 households the equivalent of approx 96,000 meals.
- Undertaken a Christmas appeal where 183 parcels were delivered across our areas, we supported 220 adults and 280 children with both Christmas dinners and Presents for the children.
- Won a 'Be Proud Manchester Award for helping to tackle poverty;
- Recruited two temporary part-time employees for admin and social media roles in our charity; however, both roles are no longer active;
- Had 55 to 65 active volunteers, of which 25 to 30 were regular volunteers taking part most weeks;
- We provided 8 teenagers with an opportunity to complete the volunteering section of their Duke of Edinburgh Award.

We have made a difference in our community by providing services to people who cannot attend the charity premises in person, by providing a delivery service to those service users. This is not a service offered commonly in the local community.

Financial Review

Our financial position at the end of FY23 was such that we had a total of £20,220 in our bank account.

We do not hold reserves as such, but we consider being below £7,500 as being 'in the red' and conduct urgent fundraising activities.

Structure, Governance and Management

Constitution for a Charitable Incorporated Organisation (Foundation).

Trustee Selection Methods

Selection methods include: advertising and searching for individuals who have a genuine interest in helping the charity and have some experience in volunteer work, preferably for our charity but this is not essential. We also meet with them several times prior to appointment to assess them for sound character and decision-making abilities.

Our constitution provides that every Trustee must be a natural person, over 18 years old and must be appointed and accepted by the current Trustees.

PERRY'S PANTRY FOODBANK
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TRUSTEES' REPORT (Continued)
FOR THE PERIOD ENDED 31ST MARCH 2023

Trustees' Responsibilities

The Charities Act 2011 requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the CIO and of the surplus of the CIO for that period. In preparing those financial statements the trustees are required to:

- Select suitable accounting policies and apply them consistently
- Make judgements and estimates that are reasonable and prudent
- Prepare financial statements on the going concern basis unless it is inappropriate to presume that the CIO will continue in existence.

The trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the CIO. They are also responsible for safeguarding the assets of the CIO and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees on 18/1/24

Signed on their behalf by Trustee Mrs P. Reilly-Hurst

Printed Name: PATRICIA REILLY-HURST

PERRY'S PANTRY FOODBANK

(Charitable Incorporated Organisation)

STATEMENT OF FINANCIAL ACTIVITIES FOR THE PERIOD ENDED 31ST MARCH 2023

	Notes	Unrestricted Funds £	Restricted Funds £	TOTAL 2022/23 £	TOTAL 2021/22 £
INCOMING RESOURCES					
Incoming Resources from Generated Funds					
Donations, Grants & Legacies	3a	67,612	3,900	71,512	44,315
Charitable Activities	3b	1,004	-	1,004	609
Activities for Generating Funds	3c	125	-	125	5,093
Investment Income	3d	-	-	-	-
Other Incoming Resources	3e	23	-	23	384
TOTAL INCOMING RESOURCES		68,764	3,900	72,664	50,401
RESOURCES EXPENDED					
Costs of Generating Funds					
Cost of Charitable Activities	4a	58,084	2,100	60,184	42,218
Governance Costs	4b	800	-	800	700
TOTAL RESOURCES EXPENDED		58,884	2,100	60,984	42,918
NET INCOMING (OUTGOING) RESOURCES		9,880	1,800	11,680	7,483
Funds Brought Forward		7,483	-	7,483	-
TOTAL FUNDS CARRIED FORWARD		17,363	1,800	19,163	7,483

Movements on all reserves and all recognised gains and losses are shown above. All of the organisation's operations are classed as continuing.

The notes on pages 8 to 15 form part of these financial statements.

PERRY'S PANTRY FOODBANK
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BALANCE SHEET
AS AT 31ST MARCH 2023

	Note	Unrestricted Funds £	Restricted Funds £	Total 31-Mar-23 £	Total 30-Mar-22 £
Fixed Assets					
Tangible Assets	2	8,400	-	8,400	-
Investments	6	-	-	-	-
Total Fixed Assets		8,400	-	8,400	-
Current Assets					
Debtors & Prepayments	8	-	-	-	-
Cash at Bank and in Hand	7	18,420	1,800	20,220	8,604
Total Current Assets		18,420	1,800	20,220	8,604
Creditors: Amounts falling due within one year	9	800	-	800	1,121
NET CURRENT ASSETS		17,620	1,800	19,420	7,483
TOTAL ASSETS less current liabilities		26,020	1,800	27,820	7,483
Creditors: Amounts falling due in more than one year	10	8,657	-	8,657	-
NET ASSETS		17,363	1,800	19,163	7,483
Funds of the Charity					
General Funds	1	17,363	-	17,363	7,483
Restricted Funds	5	-	1,800	1,800	-
Total Funds		17,363	1,800	19,163	7,483

Approved by the Trustees on 18/1/24

Signed on their behalf by Trustee Mrs P. Reilly-Hurst

Printed Name: PATRICIA REILLY-HURST

PERRY'S PANTRY FOODBANK
(Charitable Incorporated Organisation)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31ST MARCH 2023**

1. ACCOUNTING POLICIES

Basis of Preparation & Assessment of Going Concern

Basis of Preparation

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP 2015) (Second Edition, effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Charities Act 2011

The Charity meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost unless otherwise stated in the relevant accounting policy notes.

Assessment of Going Concern

Preparation of the accounts is on a going concern basis. The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

Incoming Resources

Recognition of Incoming Resources

These are included in the Statement of Financial Activities (SOFA) when:

- the charity becomes entitled to the resources;
- the trustees are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability

Incoming Resources with Related Expenditure

Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resource and related expenditure are reported gross in the SOFA.

Grants and Donations

Grants and Donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Tax Reclaims on Donations and Gifts

Incoming resources from tax reclaims are included in the SOFA at the same time as the gift to which they relate.

Contractual Income and Performance Related Grants

This is only included in the SOFA once the related goods or services have been delivered.

Gifts in Kind

Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised. Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity. Gifts in kind for use by the charity are included in the SOFA as incoming resources when receivable. Perishable and non perishable food items donated to the Charity for onward distribution to beneficiaries are not valued in the Statement of Financial Activity.

Donated Services and Facilities

These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.

Volunteer Help

The value of any voluntary help received is not included in the accounts.

Investment Income

This is included in the accounts when receivable.

Investment Gains and Losses

This included any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

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NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE PERIOD ENDED 31ST MARCH 2023

1. ACCOUNTING POLICIES (continued)

Expenditure and Liabilities

Liability Recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Governance Costs

Include costs of the preparation and examination of statutory accounts, the costs of the trustees meetings and cost of any legal advice to trustees on governance or constitutional matters.

Grants with Performance Conditions

Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SOFA once the recipient of the grant has provided the specified service or output.

Grants Payable without Performance Conditions

These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to a grant which remain in control of the charity.

Investments

Investments quoted on a recognised stock exchange are valued at market value at the year end. Other investment assets are included at trustees' best estimate of market value.

Unrestricted funds

These funds can be used for the general objectives of the charity as set out in the trustees report. The movements of the unrestricted funds are given in the Statement of Financial Activities.

Restricted funds

These funds are where the donor has specified a purpose for the donation made. These restrictions often arise as a result of appeals for special offerings for specific purposes.

Designated funds

These funds are funds set aside by the trustees out of unrestricted general funds for particular purposes or projects.

Fixed Assets

Fixed Assets are capitalised if they can be used for more than one year and cost at least £1,500. They are valued at cost or, if gifted, at the value to the charity on receipt.

Depreciation Expense

Depreciation is calculated at a rate to write off the cost of tangible fixed assets over their estimated useful lives. The rates applied are as follows:

Motor Vehicles	20% - Straight Line Basis
Fixtures, Fittings and Equipment	25% - Reducing Balance Basis

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NOTES TO THE FINANCIAL STATEMENTS (continued) FOR THE PERIOD ENDED 31ST MARCH 2023

2. TANGIBLE FIXED ASSETS

		Motor Vehicles £	Equipment Costs £	TOTAL 2022/23 £
Cost	31-Mar-22	-	-	-
Additions		10,500	-	10,500
Cost at	31-Mar-23	10,500	-	10,500
Depreciation	31-Mar-22	-	-	-
Charge		2,100	-	2,100
Depreciation at	31-Mar-23	2,100	-	2,100
Net Book Value	31-Mar-23	8,400	-	8,400
Net Book Value	30-Mar-22	-	-	-

On the 27th May 2022 the Trustees of Perry's Pantry Foodbank entered in to a Hire Purchase Agreement to acquire a motor vehicle in furtherance of the Charity's objects. During the financial period the Trustees made acquisition of a Mercedes-Benz Citan Van at a cost value of £10,500, which has been funded through a cash deposit of £3,500 and a Hire Purchase Contract for £8,656.82, including interest charges of £1,656.82. The Hire Purchase Agreement has been taken with 11.90% APR and is repayable at a rate of £188.17 per month for a 46 month period concluding on the 27th March 2026 with total cost repayable of £8,656.82.

The annual commitments under non-cancelling operating leases and capital commitments are as follows:

31st March 2023 : £1,881.70 - Motor Vehicle Hire Purchase Agreement - Mercedes-Benz Citan - BL18 VCN
30th March 2022 : None

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NOTES TO THE FINANCIAL STATEMENTS (continued) FOR THE PERIOD ENDED 31ST MARCH 2023

3. INCOMING RESOURCES

	Unrestricted Funds £	Restricted Funds £	TOTAL 2022/23 £	TOTAL 2021/22 £
a) Donations, Grants & Legacies				
Gifts & Donations	59,112	-	59,112	40,815
Grants Received	8,500	3,900	12,400	3,500
	67,612	3,900	71,512	44,315
b) Charitable Activities				
Pantry Fees	1,004	-	1,004	609
	1,004	-	1,004	609
c) Activities for Generating Funds				
Event Income	125	-	125	4,298
Product Sales	-	-	-	136
Raffle Income	-	-	-	659
	125	-	125	5,093
d) Investment Income				
Interest	-	-	-	-
	-	-	-	-
e) Other Incoming Resources				
Refunds	19	-	19	198
Sundry Income	4	-	4	186
	23	-	23	384

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NOTES TO THE FINANCIAL STATEMENTS (continued) FOR THE PERIOD ENDED 31ST MARCH 2023

4. RESOURCES EXPENDED

	Note	Unrestricted Funds £	Restricted Funds £	TOTAL 2022/23 £	TOTAL 2021/22 £
a) Cost of Charitable Activities					
Activities & Events	5	344	100	444	2,805
Bank & Interest Charges		1,657	-	1,657	-
Depreciation Expense		2,100	-	2,100	-
Equipment Costs		312	-	312	311
Food Costs	5	23,831	2,000	25,831	27,411
Insurance Costs		2,347	-	2,347	823
Motor Vehicle Costs		2,258	-	2,258	-
Office Costs		640	-	640	2,192
Raffle Costs		-	-	-	557
Rent & Rates		-	-	-	625
Staff Costs	12	23,161	-	23,161	4,471
Sundry Expenses		-	-	-	688
Telephone Costs		323	-	323	629
Travel & Subsistence		394	-	394	458
Utility Costs		717	-	717	1,247
		58,084	2,100	60,184	42,218
b) Governance Costs					
Independent Examiners Fees	9	800	-	800	700
		800	-	800	700

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NOTES TO THE FINANCIAL STATEMENTS (continued) FOR THE PERIOD ENDED 31ST MARCH 2023

5. RESTRICTED FUNDS

	Balance 31-Mar-22	Income	Expenditure	Transfers	Balance 31-Mar-23
	£	£	£	£	£
Albert Hunt Fund	-	2,000	2,000	-	-
Forever Manchester Awards Fund	-	100	100	-	-
Manchester City Council - Eco Waste Fund	-	1,000	-	-	1,000
Manchester City Council - Volunteers Fund	-	800	-	-	800
	-	3,900	2,100	-	1,800

Restricted funds are wholly represented by the Charity's cash reserves and are to be expended as specified above.

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NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE PERIOD ENDED 31ST MARCH 2023

6. INVESTMENTS

The CIO held no Fixed Asset Investments during this or the previous financial period.

7. CASH AT BANK AND IN HAND

	Unrestricted Fund £	Restricted Fund £	Total 31-Mar-23 £	Total 30-Mar-22 £
Cash at Bank & in Hand	18,420	1,800	20,220	8,604
	18,420	1,800	20,220	8,604

8. DEBTORS AND PREPAYMENTS

The CIO held no Debtors & Prepayments during this or the previous financial period.

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Unrestricted Fund £	Restricted Fund £	Total 31-Mar-23 £	Total 30-Mar-22 £
Sundry Creditors	-	-	-	421
Independent Examiners Fees	800	-	800	700
	800	-	800	1,121

10. CREDITORS: AMOUNTS FALLING DUE IN MORE THAN ONE YEAR

	Unrestricted Fund £	Restricted Fund £	Total 31-Mar-23 £	Total 30-Mar-22 £
Hire Purchase Agreement	8,657	-	8,657	-
	8,657	-	8,657	-

11. NET ASSETS BETWEEN FUNDS

	Unrestricted Funds £	Restricted Funds £	Total 31-Mar-23 £	Total 30-Mar-22 £
Fixed Asset Investments	-	-	-	-
Net Current Assets	17,363	1,800	19,163	7,483
Long Term Liabilities	-	-	-	-
	17,363	1,800	19,163	7,483

PERRY'S PANTRY FOODBANK
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NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE PERIOD ENDED 31ST MARCH 2023

12. STAFF COSTS AND NUMBERS

	TOTAL 2022/23 £	TOTAL 2021/22 £
Gross Wages & Salaries	22,359	4,471
Employer's National Insurance Costs	802	-
Pension Contributions	-	-
	<u>23,161</u>	<u>4,471</u>

Employees who were engaged in each of the following activities:

	TOTAL 2022/23	TOTAL 2021/22
Charitable Activities	2	1

The Charity operate a PAYE Scheme to pay all employed members of staff and the Charity also employs members of staff on a self-employed basis and is therefore not liable for the employees Tax and National Insurance costs. No employees received emoluments in excess of £60,000.

13. TRUSTEES AND OTHER RELATED PARTIES

No payments were made to trustees or any persons connected with them during this financial period. No material transaction took place between the organisation and a trustee or any person connected with them.

14. RISK ASSESSMENT

The Trustees actively review the major risks which the charity faces on a regular basis and believe that maintaining the free reserves stated, combined with the annual review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions. The Trustees have also examined other operational and business risks which they face and confirm that they have established systems to mitigate the significant risks.

15. RESERVES POLICY

The Trustees have considered the level of reserves they wish to retain, appropriate to the CIO's needs. This is based on the CIO's size and the level of financial commitments held. The Trustees aim to ensure the CIO will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. The Trustees will endeavour not to set aside funds unnecessarily.

16. PUBLIC BENEFIT

The CIO acknowledges its requirement to demonstrate clearly that it must have charitable purposes or 'aims' that are for the public benefit. Details of how the CIO has achieved this are provided in the Trustees report. The Trustees confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding what activities the CIO should undertake.

PERRY'S PANTRY FOODBANK
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INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

Report to the trustees/ members of Perry's Pantry Foodbank on the accounts for the period ended 31st March 2023 set out on pages 6 to 15.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- state whether particular matters have come to my attention

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

K. Collaku MAAT
Castle View Accounting Ltd
New Barn
Mudberry Lane
Bosham
Chichester
West Sussex
PO18 8TS


Date: 22nd January 2024