

**ANNUAL REPORTS AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2024**

**PERRY'S PANTRY
FOODBANK**

(Charitable Incorporated Organisation)

CHARITY REGISTRATION No: 1194705

Castle View Accounting Ltd
Ground Floor Offices
53 High Street
Arundel
West Sussex
BN18 9AJ

PERRY'S PANTRY FOODBANK
(Charitable Incorporated Organisation)

CONTENTS

Page 3	Legal and Administrative Information
Pages 4 to 5	Trustees' Report
Page 6	Statement of Financial Activities
Page 7	Balance Sheet
Pages 8 to 15	Notes to the Financial Statements
Page 16	Independent Examiner's Report

PERRY'S PANTRY FOODBANK
(Charitable Incorporated Organisation)

LEGAL AND ADMINISTRATIVE INFORMATION

CHARITY NUMBER 1194705

DATE OF REGISTRATION 7th June 2021

START OF FINANCIAL YEAR 1st April 2023

END OF FINANCIAL YEAR 31st March 2024

TRUSTEES AT 31ST MARCH 2024 Katie Small
Fiona Armstrong Hall
Patricia Reilly-Hurst
Lorraine Gower (Appointed 7th December 2023)
John Early (Appointed 7th December 2023)
Janet Tolan (Appointed 21st February 2024)
Iyinka Abibi (Appointed 21st February 2024)

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

PRIMARY BANKERS Barclays Bank Plc
1 Churchill Place
London
E14 5HP

INDEPENDENT EXAMINERS Castle View Accounting Ltd
Ground Floor Offices
53 High Street
Arundel
West Sussex
BN18 9AJ

PERRY'S PANTRY FOODBANK
(Charitable Incorporated Organisation)

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31ST MARCH 2024**

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 FY24, we have:

- Raised £52,707 in public and private donation;
- £1,182 Fund Raising;
- Received £22,028 in grants;
- Had an average of 90 service users a week receiving or help across FY24;
- Recruited 1 employee to help with the running of our charity;
- Had a rough average of 35 volunteers per week across the year, varying depending on season (e.g. Christmas).

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.

Financial Review

Our financial position at the end of FY24 was such that we had a total of £8,536.53 in our bank account

We hold reserves in our charity bank account to ensure we have enough of a buffer in the event we have unexpected outgoings. Amount of reserves held are £7,530.

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
(Charitable Incorporated Organisation)

TRUSTEES' REPORT (Continued)
FOR THE YEAR ENDED 31ST MARCH 2024

Trustees' Responsibilities

The trustees are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice GAAP).

The Law applicable to Charities in England and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations and the provisions of the Governing Document 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 charity and of the incoming resources and application of resources, including the income and expenditure of the charity for that period. In preparing those financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charity SORP;
- Make judgements and estimates that are reasonable and prudent;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the CIO will continue to operate.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations and the provisions of the Governing Document. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees on 09/12/2024

Signed on their behalf by Trustee *[Signature]*

Printed Name:

Fiona Armstrong Hall

PERRY'S PANTRY FOODBANK
(Charitable Incorporated Organisation)

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2024**

	Notes	Unrestricted Funds £	Restricted Funds £	TOTAL 2023/24 £	TOTAL 2022/23 £
INCOMING RESOURCES					
Incoming Resources from Generated Funds					
Donations, Grants & Legacies	3a	74,735	-	74,735	71,512
Charitable Activities	3b	8,944	-	8,944	1,004
Activities for Generating Funds	3c	1,182	-	1,182	125
Investment Income	3d	-	-	-	-
Other Incoming Resources	3e	-	-	-	23
TOTAL INCOMING RESOURCES		84,861	-	84,861	72,664
RESOURCES EXPENDED					
Costs of Generating Funds					
Cost of Charitable Activities	4a	86,764	703	87,468	60,184
Governance Costs	4b	2,680	-	2,680	800
TOTAL RESOURCES EXPENDED		89,444	703	90,148	60,984
NET INCOMING (OUTGOING) RESOURCES		(4,583)	(703)	(5,286)	11,680
Funds Brought Forward		17,363	1,800	19,163	7,483
TOTAL FUNDS CARRIED FORWARD		12,780	1,097	13,877	19,163

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
(Charitable Incorporated Organisation)

BALANCE SHEET
AS AT 31ST MARCH 2024

	Note	Unrestricted Funds £	Restricted Funds £	TOTAL 31-Mar-24 £	TOTAL 30-Mar-23 £
Fixed Assets					
Tangible Assets	2	6,300	-	6,300	8,400
Investments	6	-	-	-	-
Total Fixed Assets		6,300	-	6,300	8,400
Current Assets					
Debtors & Prepayments	8	-	-	-	-
Cash at Bank and in Hand	7	7,440	1,097	8,537	20,220
Total Current Assets		7,440	1,097	8,537	20,220
Creditors: Amounts falling due within one year	9	980	-	980	800
NET CURRENT ASSETS		6,460	1,097	7,557	19,420
TOTAL ASSETS less current liabilities		12,760	1,097	13,857	27,820
Creditors: Amounts falling due in more than one year	10	-	-	-	8,657
NET ASSETS		12,760	1,097	13,857	19,163
Funds of the Charity					
General Funds		12,760	-	12,760	17,363
Restricted Funds	5	-	1,097	1,097	1,800
Total Funds		12,760	1,097	13,857	19,163

Approved by the Trustees on **09/12/2024**

Signed on their behalf by Trustee **Flora Armstrong Hall**

Printed Name:

Flora Armstrong Hall

PERRY'S PANTRY FOODBANK
(Charitable Incorporated Organisation)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2024**

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 1st 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.

PERRY'S PANTRY FOODBANK
(Charitable Incorporated Organisation)

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31ST MARCH 2024

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

PERRY'S PANTRY FOODBANK

(Charitable Incorporated Organisation)

NOTES TO THE FINANCIAL STATEMENTS (continued) FOR THE YEAR ENDED 31ST MARCH 2024

2. TANGIBLE FIXED ASSETS

		Motor Vehicles £	Equipment Costs £	TOTAL 2023/24 £
Cost	01-Apr-23	10,500	-	10,500
Additions		-	-	-
Cost at	31-Mar-24	10,500	-	10,500
Depreciation	01-Apr-23	2,100	-	2,100
Charge		2,100	-	2,100
Depreciation at	31-Mar-24	4,200	-	4,200
Net Book Value	31-Mar-24	6,300	-	6,300
Net Book Value	31-Mar-23	8,400	-	8,400

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

31st March 2024 : £8,646.30 - Motor Vehicle Hire Purchase Agreement - Mercedes-Benz Citan - BL18 VCN

31st March 2023 : £1,881.70 - Motor Vehicle Hire Purchase Agreement - Mercedes-Benz Citan - BL18 VCN

PERRY'S PANTRY FOODBANK

(Charitable Incorporated Organisation)

NOTES TO THE FINANCIAL STATEMENTS (continued) FOR THE YEAR ENDED 31ST MARCH 2024

3. INCOMING RESOURCES

	Unrestricted Funds £	Restricted Funds £	TOTAL 2023/24 £	TOTAL 2022/23 £
a) Donations, Grants & Legacies				
Gifts & Donations	52,707	-	52,707	59,112
Grants Received	22,028	-	22,028	12,400
	74,735	-	74,735	71,512
b) Charitable Activities				
Pantry Fees	8,944	-	8,944	1,004
	8,944	-	8,944	1,004
c) Activities for Generating Funds				
Fundraising Income	1,182	-	1,182	125
	1,182	-	1,182	125
d) Investment Income				
Interest	-	-	-	-
	-	-	-	-
e) Other Incoming Resources				
Refunds	-	-	-	19
Sundry Income	-	-	-	4
	-	-	-	23

PERRY'S PANTRY FOODBANK

(Charitable Incorporated Organisation)

NOTES TO THE FINANCIAL STATEMENTS (continued) FOR THE YEAR ENDED 31ST MARCH 2024

4. RESOURCES EXPENDED

	Note	Unrestricted Funds £	Restricted Funds £	TOTAL 2023/24 £	TOTAL 2022/23 £
a) Cost of Charitable Activities					
Activities & Events		216	-	216	444
Bank & Interest Charges		275	-	275	1,657
Depreciation Expense		2,100	-	2,100	2,100
Equipment Costs		4,505	-	4,505	312
Food Costs		38,442	-	38,442	25,831
Insurance Costs		1,322	-	1,322	2,347
Licenses & Subscriptions		272	-	272	-
Motor Vehicle Costs		1,810	-	1,810	2,258
Office Costs		617	-	617	640
Printing, Postage & Stationery		1,017	-	1,017	-
Repairs & Maintenance		1,132	-	1,132	-
Staff Costs	12	27,760	-	27,760	23,161
Sundry Expenses		473	-	473	-
Telephone Costs		911	-	911	323
Training Costs		48	-	48	-
Travel & Subsistence		-	-	-	394
Utility Costs		5,863	-	5,863	717
Volunteers Expenses	5	-	703	703	-
		86,764	703	87,468	60,184
b) Governance Costs					
Independent Examiners Fees	9	960	-	960	800
Legal & Professional Fees		1,720	-	1,720	-
		2,680	-	2,680	800

PERRY'S PANTRY FOODBANK

(Charitable Incorporated Organisation)

NOTES TO THE FINANCIAL STATEMENTS (continued) FOR THE YEAR ENDED 31ST MARCH 2024

5. RESTRICTED FUNDS

CURRENT FINANCIAL YEAR

	Balance 01-Apr-23 £	Income £	Expenditure £	Transfers £	Balance 31-Mar-24 £
Manchester City Council - Eco Waste Fund	1,000	-	-	-	1,000
Manchester City Council - Volunteers Fund	800	-	703	-	97
	1,800	-	703	-	1,097

PREVIOUS FINANCIAL YEAR

	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.

PERRY'S PANTRY FOODBANK
(Charitable Incorporated Organisation)

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31ST MARCH 2024

6. INVESTMENTS

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

7. CASH AT BANK AND IN HAND

	Unrestricted Fund £	Restricted Fund £	TOTAL 31-Mar-24 £	TOTAL 31-Mar-23 £
Cash at Bank & in Hand	7,440	1,097	8,537	20,220
	7,440	1,097	8,537	20,220

8. DEBTORS AND PREPAYMENTS

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

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Unrestricted Fund £	Restricted Fund £	TOTAL 31-Mar-24 £	TOTAL 31-Mar-23 £
Independent Examiners Fees	960	-	960	800
	960	-	960	800

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

	Unrestricted Fund £	Restricted Fund £	TOTAL 31-Mar-24 £	TOTAL 31-Mar-23 £
Hire Purchase Agreement	-	-	-	8,657
	-	-	-	8,657

11. NET ASSETS BETWEEN FUNDS

	Unrestricted Funds £	Restricted Funds £	TOTAL 31-Mar-24 £	TOTAL 31-Mar-23 £
Fixed Asset Investments	-	-	-	-
Net Current Assets	12,780	1,097	13,877	19,163
Long Term Liabilities	-	-	-	-
	12,780	1,097	13,877	19,163

PERRY'S PANTRY FOODBANK
(Charitable Incorporated Organisation)

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31ST MARCH 2024

12. STAFF COSTS AND NUMBERS

	TOTAL 2023/24 £	TOTAL 2022/23 £
Gross Wages & Salaries	25,770	22,359
Employer's National Insurance Costs	1,590	802
Pension Contributions	400	-
	<u>27,760</u>	<u>23,161</u>

Employees who were engaged in each of the following activities:

	TOTAL 2023/24	TOTAL 2022/23
Charitable Activities	2	2

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
(Charitable Incorporated Organisation)

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

Report to the trustees/ members of Perry's Pantry Foodbank on the accounts for the year ended 31st March 2024 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
Ground Floor Offices
53 High Street
Arundel
West Sussex
BN18 9AJ


Date: 17th December 2024