



**Bingley  
Community  
Kitchen**

space  
to share

# **Annual Report and Accounts**

Year ending 31<sup>st</sup> December 2022

Registered Charity Number: 1194821



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**Registered Charity Number 1194821**

## Reference and Administrative Information

Bingley Community Kitchen first registered as a Charity Incorporated Organisation (CIO) in June 2021.

### Location

Bingley Community Kitchen operates out of Trinity All Saints Church of England Primary School, Church Street, Bingley, BD16 2PU.

### Trustees

As trustees we are the people responsible for controlling the work, management and administration of the charity on behalf of its beneficiaries.

The following people served as the trustees of the Bingley Community Kitchen for the purposes of charity law during 2022.

P M Bray - Secretary  
C Clark - Chair  
A J Clarke – Treasurer  
M C Heaton  
P M Spiller  
C Taylor  
M G Weaver

### Bankers

Barclays PLC  
Leicester  
LE87 2BB

All personnel working for and behalf of Bingley Community Kitchen are volunteers.

### Public Benefit Statement

In line with the guidance provided by the Charity Commission, Bingley Community Kitchen is required to demonstrate that our aims are to the “public benefit”. The Trustees confirm that all of our clients, volunteers and the wider community benefit from a combination of one or more of the following purposes:

- the prevention or relief of poverty
- the advancement of education
- community development through the relief of those in need by reason of youth, age, ill health, disability, financial hardship or other disadvantages.

# Trustees' Annual Report

## Executive Summary

Bingley Community Kitchen (BCK) has worked in partnership with a range of organisations to provide food parcels for families in need across the Bingley District. This is due to the fantastic efforts of the twenty volunteers; the Household Support Fund grant from Bradford Council; Bradford **FoodSavers**; Inn Churches; donations from a range of community groups and individuals; and help from the Coop with food which would otherwise go into landfill.

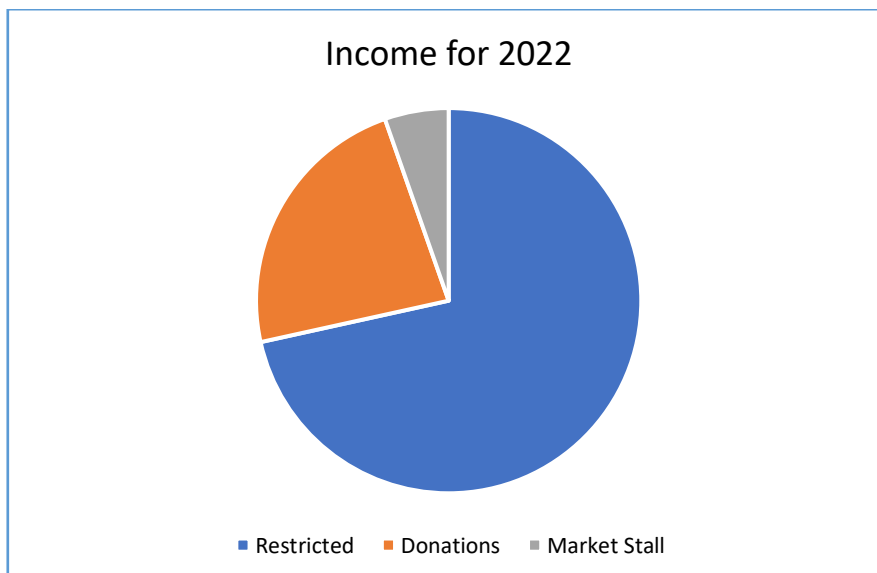
Through the Household Support Fund provided by Bradford Council over the year, BCK provided 830 parcels of food for needy families, initially the bags were packed for them with a list of food directed by the Council but from February 2022 customers selected their own food from the Market Stall, thereby selecting food their families would eat. This reduced food wastage.

In addition, Bingley Community Kitchen provided seventy seven Easter Treat parcels and forty five Christmas Treat parcels to families identified by the local primary schools who are not accessing the Market Stall as well as presenting all the market stall customers with bags of special treats.

Recipients receiving food parcels are the more vulnerable families within the community; they are usually on benefits or have been referred to us by organisations such as social care, medical practitioners and Bingley Foodbank. However, BCK's market stall differs from a foodbank as the customers are asked to make a small monetary contribution towards their bag of food. Of the customers accessing affordable food through the market stall, 13% of the households have at least one pensioner and 25% of households have at least one member of the family with a disability.

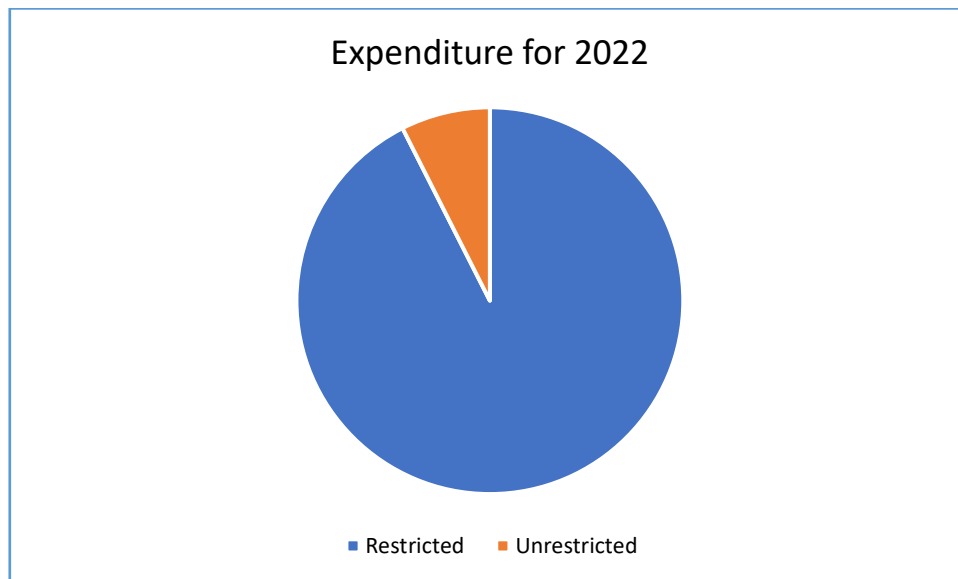
In the calendar year 2022, Bingley Community Kitchen received £36,056 in income as follows:

- £25,797 in restricted funds (Household Support Grant and Credit Union income from the customers weekly contribution)
- £8,323 in unrestricted funds
- £1936 market stall income



In the calendar year 2022, Bingley Community Kitchen's expenditure was £27,371 as follows:

- £25,328 as restricted expenditure
- £2,042 as unrestricted expenditure



The Trustees are delighted to have provided food to help feed the families attending the **FoodSavers** market stall. In addition, the Credit Union savings scheme helps them to become more responsible for their finances rather than rely solely on charity.



## Overview of the calendar year 2022

### Charity Purposes

The aims for Bingley Community Kitchen are:

- alleviating poverty and financial hardship of children, families and the elderly within Bingley which is within Bradford District by providing goods and services they could not otherwise afford.
- improving through educational opportunities the health and wellbeing of the children and families by responding to their ongoing identified needs.

### Beneficiaries

The families who can access Bingley Community Kitchen's services should either be:

- referred by a recognised local organisation such as Children's Services, Adult Social Care, Health Professionals, local schools, churches; or
- have evidence to prove they are in receipt of Income Support Benefits.

The families come from a variety of different ethnic backgrounds, for example, 80% are White British and the others are of different nationalities including Indian, Pakistani and Greek.

Wherever possible, foods for vegans, vegetarians, gluten free families and halal are purchased for the weekly market stall.

At the end of 2022, 46% of households were one parent families, 25% of the households had no children and 29% had two parents and a varying number of children. Some of the quotes BCK has received.

Thank you to the Bingley Community Kitchen Elves for the Christmas Treat parcels. Our families greatly appreciated them!

You are providing such a worthwhile service for the needy in Bingley!

Thank you so much! You have given us a lifeline.

I now know I can feed my family this week!

## Activities during 2022

During the COVID pandemic Bingley Community Kitchen (BCK) provided cooked take away meals for families in receipt of free school meals. Although it was envisaged that cooking would continue to be a priority for 2022 there has been a significant change of direction.

Most foodbanks provide 3 days of emergency food parcels but there is a limit in the number of times a family can access this provision in any three month period. Comments from various organisations indicated that some families were too proud to access this provision either because the site was very visible to the general public or they were too proud to admit they were struggling. Furthermore, families reported they frequently received food their families would not eat; therefore, there was the potential for significant wastage.

In order to overcome this problem, it was agreed BCK would provide a market stall where customers could come and select the food they needed, with an average attendance of 8-10 families from January to May 2022. This was in addition to the separate operation from the grant received. Initially they were asked to make a small voluntary donation and this worked well. This approach continued throughout the summer months during which time a further grant was secured. Importantly, as the cost of living continued to increase, it was agreed to implement the **Slow Cooker Education Programme** as this would help families to save on their utility costs. The programme encourages families to cook healthy meals at home, though the provision of the ingredients and recipes. Where a family did not have a slow cooker, they received one from BCK.

The chart below shows the distribution of food parcels provided through the Household Support Fund grant by Bradford Council during the year. December 2021 has been included as this was part of the Household Support Fund grant received. The three rounds of grants received were as follows:

- Round 1 for the 2 weeks over Christmas 2021 and February Half term 2022
- Round 2 from May 2022 to September 2022 (self – selected food)
- Round 3 from October 2022 to March 2023 (self-selected food)

Date	Number of families	Number of parcels
December 2021/January 2022	34	68
February 2022	42	42
May/June 2022	42	83
July 2022	39	133
August 2022	41	101
September 2022	33	102
October 2022	35	96
November 2022	36	113
December 2022	36	92



In October 2022, Bingley Community Kitchen joined the Bradford **FoodSavers** programme where customers can come weekly, if they wish, to select 15 items of food ranging from fresh, frozen and store cupboard items for a weekly membership fee of £5. Furthermore, customers receive free bags of fruit and vegetables and the recipe and ingredients to make a slow cooker meal. There is now a weekly average attendance of over 30 families. Typically, the cost of a bag of food ranges from £30 - £40+.

Joining the FoodSavers programme provides customers with the opportunity to save in the Credit Union thus enabling them to save £1 of their membership fee. For many customers, this is the first time they have ever saved money.

BCK joined the Bradford **FoodSavers** Network because of its ethos and aims:

- helps to build financial stability and sustainability thus building the customer's resilience;
- is empowering as they can make their own decisions and choices; and
- helps them to maintain their dignity and self-worth.

BCK is delighted to have taken this step forward in providing affordable food for the community and is one of 11 organisations with Market Stalls or Pantries across the Bradford District. It has been imperative that the market stall provides for all of the different dietary needs of our community.

### **Trustees**

The Trustees represent different local organisations and churches and meet regularly throughout the year. There are representatives from different organisations within the area and also include governors from Trinity All Saints CE Primary School where the Community Kitchen is located. Without the support of the school, Bingley Community Kitchen would not exist.

The trustees have taken into account the Charity Commission's guidance on public benefit in reviewing its aims and objectives when planning activities. It has responded to the changing needs of the families within the community. It welcomes all customers referred by professionals within the community or those who self-refer if they meet the necessary criteria. Therefore, BCK is confident it is providing relief to persons in need or distress.

### **Support for Bingley Community Kitchen**

The Trustees are greatly indebted to Bradford Metropolitan District Council for their generous grants and Inn Churches for their ongoing donations of store cupboard food which allows BCK to provide food for the families at risk of hunger within our community. The beneficiaries are very thankful for this support, particularly during this ongoing period of austerity.

The COOP gives food on a weekly basis which would otherwise go to landfill; this is given freely to our customers visiting the market stall.

Local churches, organisations such as Rotary and Soroptimist International, family and friends have also been very generous in their monetary donations.

### **Volunteers**

The Charity does not have any paid staff; it relies solely on the hard work and dedication of the volunteers. During the year the volunteers have regularly given of their time to ensure the





smooth running of the Market Stall. Without their ongoing support, ordering and collecting food, setting up the stall and clearing up at the end of the day, the charity would not exist. Typically, volunteer hours exceed 2500 hours annually; this includes not only the Friday Market Stall but all the administrative tasks behind the scenes required to successfully run the Charity.

Importantly, all volunteers have Enhanced DBS checks as safeguarding has a high priority within the Charity.

A very sincere and heartfelt thank you to everyone who gives so generously of their time.

## Financial Review

Although BCK has a surplus of £18,076 of which unrestricted funds account for £17,607, trustees are mindful that some building work is required to facilitate easier access into the community kitchen. There will also be set up costs for the new room and hire charges which have not yet been determined.

Continuing to provide slow cookers for customers as part of the Slow Cooker Education Programme is a high priority in 2023. A budget of £500 has been allocated to this programme.

## Reserves Policy

The trustees believe that unrestricted reserves of £10,000 is prudent to ensure the charity can meet its obligations should the Council Grant suddenly become unavailable.

## Future developments for Bingley Community Kitchen

1. Embed the **FoodSavers** Programme to ensure customers are empowered to make their own choices and decisions with regards to the food they choose for their families. They feel they are valued because we do not ask intrusive personal questions and they can gain access to, and knowledge of, financial services that meet their needs.
2. Explore ways to support further customers experiencing financial hardship.

## Trustees Responsibilities

The Trustees are responsible for the keeping proper records that disclose with reasonable accuracy at any time the financial position of the CIO and to enable them to ensure that the financial statement comply with the Charities Act 2011, the Charity (Financial Statements and Reports) Regulations and the provision of the trust deed. 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 and signed on their behalf by

*Christine Clark.*

Chair of Trustees

5<sup>th</sup> September 2023

## Independent examiner's report on the accounts

**Report to the trustees**

Charity Name  
**BINGLEY COMMUNITY KITCHEN**

**On accounts for the year ended**

**31<sup>ST</sup> December 2022**

**Charity no  
(if any)**

**1194821**

**Set out on pages**

11-13

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

**Responsibilities and basis of report**

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.

**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 which gives me cause to believe that in, any material respect

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting 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.

**Signed:**



**Date:**

**31<sup>st</sup> July 2023**

**Name:**

Robert M Griffiths

**Address:**

6 Ling Park Approach

Wilsden

Bradford BD15 0NF

## Bingley Community Kitchen

### Statement of Financial Activities for the year ended 31 December 2022


		Unrestricted Funds	Restricted Funds	Total Funds 2022	Total Jun-Dec 2021
	Notes	£	£	£	£
<b>Incoming Resources</b>					
Donations and Grants	A1	8,323	25,797	34,120	7,536
Charitable activities	A2	1,936	0	1,936	
<b>Total Inc Resources</b>		<b>10,259</b>	<b>25,797</b>	<b>36,056</b>	<b>7,536</b>
<b>Resources Expended</b>					
Charitable activities	B2	2,042	25,328	27,371	7,026
Other	B3			0	216
<b>Total Resources Exp</b>		<b>2,042</b>	<b>25,328</b>	<b>27,371</b>	<b>7,242</b>
<b>Net Income</b>		<b>8,217</b>	<b>469</b>	<b>8,685</b>	<b>294</b>
Balances b/fwd at 1st January		9,391		9,391	9,097
<b>BALANCES CARRIED FORWARD</b>		<b>17,607.48</b>	<b>468.52</b>	<b>18,076.00</b>	<b>9,390.65</b>

### Balance Sheet as at 31 December 2022

		Unrestricted Funds	Restricted Funds	Total This Year	Total 2021 Jun-Dec
	Notes	£	£	£	£
<b>Current Assets</b>					
Cash at Bank and in hand	6	17,766	469	17,819	9,391
Accounts Receivable				-	
		17,766	469	17,819	9,391
<b>Current Liabilities</b>					
Uncleared cheques	7	158		158	
<b>Net Current Assets</b>		<b>17,607</b>	<b>469</b>	<b>18,076</b>	<b>9,391</b>
<b>Total Net Assets</b>		<b>17,607</b>	<b>469</b>	<b>18,076</b>	<b>9,391</b>

The Notes on page 12 form part of these accounts.

Approved by the BCK Trustees and signed on its behalf by:





BCK Treasurer

Date

BCK Chair

Date

5.9.2023

5.9.2023

## Bingley Community Kitchen

### Notes to the Financial Statements for the year ended 31 December 2022

#### **1 Accounting policies**

##### **a** Basis of accounting

These financial statements have been prepared in accordance with the Accounting and Reporting by Charities: Statement of Recommended Practice 2005

They have been prepared under the historical cost convention, except for investment assets which are shown at market value. They include all transactions, assets and liabilities for which the Trustees of BCK is responsible in law.

##### **b** Fund accounting

The General Fund is income received without restrictions, which can be used by the Trustees of BCK for any purpose.

Funds shown as Restricted are (a) donations or grants received for or invited by the Trustees of BCK for a specific object: the funding may only be expended on the specific ends for which it was given. Or (b) income from trusts which may be expended only on those restricted ends provided in the terms of the trust. Any balance remaining unspent on a Restricted Fund at the year end is carried forward as a balance on that fund.

The Trustees of BCK does not usually bank each fund separately.

##### **c** Statement of Financial Activities

Incoming resources are included in the Statement of Financial Activities when the Trustees of BCK becomes entitled to the resources, and the amounts due are readily quantifiable.

Expenditure is recognised when a liability is incurred, or a constructive obligation arises, that results in the Income and expenditure is accounted for gross, according to the information received.

##### **d** Balance Sheet

No equipment used by BCKs is currently subject to depreciation. In the last two years no individual item has cost more than £1,000 so all such expenditure has been written off when incurred.

<b>2</b>	<b>Voluntary income</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>	Jun-Dec 2021 £
		£	£	£	£
	Credit Union	0	335	335	2,975
	Donations	2,887	0	2,887	4,561
	Grants	5,436	25,462	30,898	
		8,323	25,797	34,120	7,536
<b>3</b>	<b>Charitable Activities</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>	Jun-Dec 2021 £
		£	£	£	£
	Market Stall Sales	1,936	0	1,936	
		<b>1,936</b>	<b>0</b>	<b>1,936</b>	0
<b>4</b>	<b>Charitable Activities</b>				
				-	
	Admin	214	0	214	6,118
	Payments to Credit Union	0	286	286	216
	Disposables	0	867	867	
	Equipment	630	1,146	1,776	
	Christmas Parcels	674	0	674	408
	Insurance	99	0	99	500
	It	425	0	425	
	Market Stall Food	0	21,911	21,911	
	Slow Cooker Education Prog	0	518	518	
	Utilities	0	600	600	
		<b>2,042</b>	<b>25,328</b>	<b>27,371</b>	7,242
<b>5</b>	<b>Other Expenditure</b>				
	<b>Liabilities</b>				
	4 Unpresented cheques	158			
		<b>158</b>			
<b>6</b>	<b>Closing Balances</b>				
	Barclays 31/12/23	17,819			
	Cash in hand	415			
	Unpresented cheques	-158			
		<b>18,076</b>			
<b>7</b>	<b>Funds</b>				
	<b>General</b>	17,607			
	<b>Restricted</b>				
	Credit Union	49			
	BMDC Grant Fund	420			
	Closing Balance	<b>18,076</b>			