

# BILLERICAY FOODBANK

England & Wales · Charity number 1194869

## Details

---

**Status** Registered

**Legal form** CIO

**Registered** 2021-06-21

**Register** [View on the Charity Commission register](#)

## Contact

---

**Address** 22 Western Road  
Silver End  
Witham  
Essex  
CM8 3SF

**Phone** 07707466262

**Email** [info@billericayfoodbank.org.uk](mailto:info@billericayfoodbank.org.uk)

**Website** [www.billericayfoodbank.org.uk](http://www.billericayfoodbank.org.uk)

## Activities

---

**Objects:** THE OBJECT OF THE CIO IS:THE RELIEF OF FINANCIAL HARDSHIP AMONGST PEOPLE IN BILLERICAY 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.

**Activities:** Provision of food and other essential household supplies to individuals and families in need.

## Classification

---

- **How:** Provides Services
- **What:** Disability, The Prevention Or Relief Of Poverty
- **Who:** Children/young People, Elderly/old People

## Geography

- Essex

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£125,265	£128,857	-	-
2024-03-31	£143,505	£122,395	-	-
2023-03-31	£169,442	£120,152	-	-
2022-03-31	£84,443	£55,387	-	-

## Trustees

Name	Role	Appointed
<b>James Rose</b>	Chair	2021-06-21
Ian Fulton		2022-07-04
Joanne Gibbs		2021-06-21
Marina Tarrant		2021-06-21
Mark Thomas		2024-01-29
Stuart Gibbs		2021-06-21

**BILLERICAY FOODBANK**

England & Wales - Charity number 1194869

---

# Accounts

---

**ANNUAL REPORTS AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31ST MARCH 2025**

**BILLERICAY  
FOODBANK**

(Charitable Incorporated Organisation)

**CHARITY REGISTRATION No: 1194869**

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

**BILLERICAY FOODBANK**  
(Charitable Incorporated Organisation)

**CONTENTS**

Page 3	Legal and Administrative Information
Page 4	Independent Examiner's Report
Pages 5 to 7	Trustees' Report
Page 8	Statement of Receipts and Payments
Page 9	Statement of Assets and Liabilities
Pages 10 to 14	Notes to the Accounts

**BILLERICAY FOODBANK**  
(Charitable Incorporated Organisation)

**LEGAL AND ADMINISTRATIVE INFORMATION**

<b>CHARITY NUMBER</b>	1194869
<b>DATE OF REGISTRATION</b>	21st June 2021
<b>START OF FINANCIAL YEAR</b>	1st April 2024
<b>END OF FINANCIAL YEAR</b>	31st March 2025
<b>TRUSTEES AT 31ST MARCH 2025</b>	James Rose Ian Fulton Marina Tarrant Stuart Gibbs Joanne Gibbs Mark Thomas

The existing trustees appoint any new trustees following the provisions laid out in the Charity's governing instrument.

<b>GOVERNING INSTRUMENT</b>	CIO - Foundation Registered 21st June 2021, As Amended on 22nd October 2022 and on the 27th October 2022.
-----------------------------	---

**OBJECTS**

The object of the CIO is: The relief of financial hardship amongst people in Billericay and the surrounding areas in such ways as the Trustees from time to time may think fit, in particular but not exclusively by: a) Providing emergency food, essential toiletries, and other 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.

<b>CORRESPONDENCE ADDRESS</b>	22 Western Road Silver End Witham Essex CM8 3SF
-------------------------------	---

<b>PRIMARY BANKERS</b>	CAF Bank Ltd 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ
------------------------	--

<b>INDEPENDENT EXAMINERS</b>	Castle View Accounting Ltd Ground Floor Offices 53 High Street Arundel West Sussex BN18 9AJ
------------------------------	--

**BILLERICAY FOODBANK**  
(Charitable Incorporated Organisation)

**INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS**

Report to the trustees/ members of Billericay Foodbank on the accounts for the year ended 31st March 2025 set out on pages 8 to 14.

**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: 25th June 2025

**BILLERICAY FOODBANK**  
(Charitable Incorporated Organisation)

**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31ST MARCH 2025**

**Summary of the Main Activities**

Donations of food, and other essential household items, are collected on a weekly basis from various locations across the town. These are then brought to the central Foodbank premises where volunteer teams sort and check them as suitable for distribution. After being packed into appropriate size bags for families or individuals, the food and other items are distributed to households in the local area.

Financial donations are accepted, acknowledged, banked, and used to meet essential overheads and to purchase additional foodstuffs, including fresh food.

All Trustees have signed the Trustee Declaration as required for registration as a charity with the Charity Commission.

**Achievements and Performance**

Billericay Foodbank (BFB) has been helping individuals and families in Billericay since 2018, becoming a registered charity in 2021. The charity's Finance Committee, comprising the bookkeeper, treasurer and a trustee, hold regular meetings to monitor the charity's financial position and provide monthly summaries to the Board of Trustees.

Funds have continued to be identified to pay for part-time administrative support to ensure the efficient completion of vital administrative duties and also to sustain our publicity profile and to network with local organisations. The latter role is essential to maintain public awareness of the ongoing needs of BFB for material and financial donations.

During the year we have developed a new website, thanks to the generosity and support of a local business and the expertise of a group of volunteers.

To boost the charity's fundraising efforts we organise different social activities, attend local community events, and Trustees accept invitations to speak to various social organisations and local churches.

We are also fortunate to have partnerships with a number of local businesses and community groups that contribute to our cause. Their support has been invaluable not only in terms of donations but also in spreading awareness about our mission. Furthermore, our collaboration with local schools and youth organisations has enabled us to engage with younger generations, helping to foster a sense of community and social responsibility from a young age.

Hamelin Trust clients continue to volunteer at BFB on a regular weekly basis, building confidence, developing new skills and potentially helping towards entry into the world of work.

During the year, BFB has been privileged to have the loyal involvement of around 100 volunteers who come together in teams each week to ensure that the essential work required to achieve the core-business is successfully completed. The dedication of the volunteers is impressive; these people are the lifeblood of BFB, and their contribution is much valued and appreciated by the Trustees.

Looking ahead, BFB faces the challenge of an overall decrease in donations and an increase in demand for services as the population of the town increases. To respond to this challenge, the Trustees have commissioned a project to look at ways of ensuring the sustainability of core business whilst developing other options to assist our longer term families and individuals to become less reliant on foodbank support.

**BILLERICAY FOODBANK**  
(Charitable Incorporated Organisation)

**TRUSTEES' REPORT (Continued)**  
**FOR THE YEAR ENDED 31ST MARCH 2025**

**Financial Review**

The focus of the Trustees remains the financial resilience and sustainability of the BFB. During the year to 31st March 2025, the Foodbank performed in line with the budgeted expectations set out at the start of the financial year. There was a small reduction in reserves of £3,592, which was slightly less than had been expected. The demand for services has continued to increase (c. 6% year on year), especially in recent months, which coupled with evidence of reducing donations, both food and financial, and higher food prices will continue to put pressure on the reserves in the current year. This situation had been expected and planned for by the Trustees in the deliberate policy to build-up reserves in recent years. It is sustainable in the short to medium term and has been budgeted for in the coming financial year. The project referred to above will be part of the solution to attempt to reduce dependency and reduce demand on the Foodbank service where possible to do so.

Reserves remain at broadly 12 months gross expenditure, which the Trustees believe is the appropriate level considering the demand, cost and income pressures mentioned previously.

The Finance committee meet monthly to review the financial position and report on both a monthly basis and by way of a verbal report to the Trustees at each Trustee meeting.

The financial support of both the public and local organisations is vital for the Foodbank. In addition, in the financial year, the Trustees were especially grateful for grants received from:

- Essex Association of Local Councils
- M&G Plc Community Fund

However, there are also many other private donors without whose ongoing generosity the organisation would be unable to provide the service it does.

The Foodbank invests surplus cash balances in fixed term deposit accounts of no more than 12 months duration and also with the Foodbank's own bankers in an instant access variable interest rate bearing account. All investments are made with UK institutions covered by the Financial Services Compensation Scheme (FSCS) guarantee, such that no reserves are at risk. This is part of a prudent investment policy, which is reviewed regularly, but which enables us to benefit from the current higher rate of interest being paid in the market. This income can then be used to support the Foodbank's core objectives.

**Summary**

Billericay Foodbank has a clear set of principles and values which inform every aspect of the charity's work. These values aim to ensure that the services provided are easily accessible, non-bureaucratic, i.e. do not require copious forms to be completed or documentation from a referring body to be shown, and are consistently delivered in a non-judgemental and friendly way.

Building and maintaining relationships with those who use the Foodbank and across the whole community are key features of how we understand our core business. We recognise the often complex, multiple problems facing the families and individuals who seek our help, and we continue to explore ways of identifying alternative means of providing support to families and individuals.

This has been a year of change and growth for the Foodbank, presenting challenges to which we have tried to respond by sustaining good governance whilst retaining the essential spirit and values of the charity and maintaining the enthusiasm and commitment of our large volunteer team.

The Trustees are immensely grateful for all the support provided by the volunteers and those who have given so generously with donations of food, essential household items and money.

**BILLERICAY FOODBANK**  
(Charitable Incorporated Organisation)

**TRUSTEES' REPORT (Continued)**  
**FOR THE YEAR ENDED 31ST MARCH 2025**

**Trustees' Responsibilities**

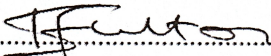
The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable Law and the Generally Accepted Accounting Principles (GAAP) including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

The Charities Act 2011 require 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 or deficit of the CIO for that period. In preparing those financial statements the trustees are required to:

- Select suitable accounting policies and apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable UK Accounting Standards have been followed subject to any material departures disclosed and explained in the financial statements;
- 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 sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 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 ..... 20<sup>th</sup> JUNE 2025 .....

Signed on their behalf by Trustee .....  .....

Printed Name: IAN FULTON

**BILLERICAY FOODBANK**  
(Charitable Incorporated Organisation)

**STATEMENT OF RECEIPTS AND PAYMENTS  
FOR THE YEAR ENDED 31ST MARCH 2025**

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2024/25 £	TOTAL 2023/24 £
<b>RECEIPTS :</b>						
Grants, Donations & Legacies	<b>2a</b>	111,284	-	11,984	123,268	135,510
Investment Income	<b>2b</b>	1,997	-	-	1,997	1,021
Activities for Generating Funds	<b>2c</b>	-	-	-	-	6,974
<b>TOTAL RECEIPTS</b>		<b>113,281</b>	<b>-</b>	<b>11,984</b>	<b>125,265</b>	<b>143,505</b>
<b>PAYMENTS :</b>						
Costs of Charitable Activities	<b>3a</b>	114,592	-	13,125	127,717	121,495
Governance Costs	<b>3b</b>	1,140	-	-	1,140	900
<b>TOTAL PAYMENTS</b>		<b>115,732</b>	<b>-</b>	<b>13,125</b>	<b>128,857</b>	<b>122,395</b>
<b>NET INCOMING/(OUTGOING) RESOURCES</b>		<b>(2,451)</b>	<b>-</b>	<b>(1,141)</b>	<b>(3,592)</b>	<b>21,110</b>
Balances Brought Forward		127,110	-	920	128,030	106,920
Transfer Between Funds		(221)	-	221	-	-
<b>BALANCES CARRIED FORWARD</b>		<b>124,438</b>	<b>-</b>	<b>-</b>	<b>124,438</b>	<b>128,030</b>

The Charity's operations are classed as continuing operations.

The notes on pages 10 to 14 form part of these financial statements.

**BILLERICAY FOODBANK**  
(Charitable Incorporated Organisation)

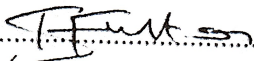
**STATEMENT OF ASSETS AND LIABILITIES  
AS AT 31ST MARCH 2025**

	Note	Unrestricted Fund £	Restricted Fund £	TOTAL 31-Mar-25 £	TOTAL 31-Mar-24 £
<b>ASSETS</b>					
<b>Cash Funds:</b>					
Cash at Bank and in Hand		124,438	-	124,438	128,030
		<u>124,438</u>	<u>-</u>	<u>124,438</u>	<u>128,030</u>
<b>Charity Funds:</b>					
General Funds		124,438	-	124,438	127,110
Designated Funds	5	-	-	-	-
Restricted Funds	4	-	-	-	920
		<u>124,438</u>	<u>-</u>	<u>124,438</u>	<u>128,030</u>
<b>Assets Retained for the Charity's Own Use</b>					
Motor Vehicle Cost		20,400	-	20,400	20,400
		<u>20,400</u>	<u>-</u>	<u>20,400</u>	<u>20,400</u>
		<b>Unrestricted Fund £</b>	<b>Restricted Fund £</b>	<b>TOTAL 31-Mar-25 £</b>	<b>TOTAL 31-Mar-24 £</b>
<b>LIABILITIES</b>					
Accountancy Fees		300	-	300	300
Independent Examiners Fee		900	-	900	840
		<u>1,200</u>	<u>-</u>	<u>1,200</u>	<u>1,140</u>

**TRUSTEES RESPONSIBILITIES IN RELATION TO FINANCIAL STATEMENTS**

Charity Law requires the Trustees to prepare financial statements for each financial year which comply with the regulations set out in the Charities Act 2011. The Trustees have elected to take advantage of the provisions that apply to small charities and have prepared a Receipts and Payments Account and Statement of Assets and Liabilities which are set out on pages 8 and 9.

Approved by the Trustees on ..... 20<sup>th</sup> JUNE 2025 .....

Signed on their behalf by Trustee .....  .....

Printed Name: IAN FULTON

**BILLERICAY FOODBANK**  
(Charitable Incorporated Organisation)

**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31ST MARCH 2025**

**1. BASIS OF ACCOUNTING**

The accounts have been prepared under the "Receipts and Payments" basis as prescribed by the Charity Commissioners and the documents meet the appropriate legal requirements.

**2. RECEIPTS**

		Unrestricted Funds £	Designated Funds £	Restricted Funds £	<b>TOTAL 2024/25 £</b>	<b>TOTAL 2023/24 £</b>
<b>a) Grants, Donations &amp; Legacies</b>						
Gift Aid Tax		6,653	-	-	6,653	5,194
Gifts & Donations		102,331	-	-	102,331	99,227
Grants Received	<b>4</b>	2,300	-	11,984	14,284	31,089
		<b>111,284</b>	<b>-</b>	<b>11,984</b>	<b>123,268</b>	<b>135,510</b>
<b>b) Investment Income</b>						
Bank Interest		1,997	-	-	1,997	1,021
		<b>1,997</b>	<b>-</b>	<b>-</b>	<b>1,997</b>	<b>1,021</b>
<b>c) Activities for Generating Funds</b>						
Rental Income		-	-	-	-	5,832
Sponsorship Income		-	-	-	-	1,142
		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,974</b>

**BILLERICAY FOODBANK**  
(Charitable Incorporated Organisation)

**NOTES TO THE ACCOUNTS (continued)**  
**FOR THE YEAR ENDED 31ST MARCH 2025**

**3. PAYMENTS**

		Unrestricted Funds £	Designated Funds £	Restricted Funds £	<b>TOTAL 2024/25 £</b>	<b>TOTAL 2023/24 £</b>
<b>a) Costs of Charitable Activities</b>						
Administrative Costs		40,671	-	-	40,671	23,334
Advertising & Publicity		943	-	-	943	-
Bank Charges		76	-	-	76	61
Equipment Costs	4	6,473	-	1,000	7,473	525
Food Costs	4	39,975	-	12,125	52,100	51,067
Fundraising & Events		725	-	-	725	2,210
Insurance Costs		760	-	-	760	606
Motor Vehicle Expenses		3,206	-	-	3,206	3,388
Relocation Costs		-	-	-	-	7,437
Rent & Rates		14,305	-	-	14,305	20,903
Services		958	-	-	958	1,166
Sundry Expenses		4,207	-	-	4,207	6,481
Telephone Costs		359	-	-	359	407
Training Costs		54	-	-	54	-
Utility Costs		-	-	-	-	1,755
Volunteers Expenses		1,584	-	-	1,584	882
Winter Hardship Payments		296	-	-	296	1,273
		<b>114,592</b>	<b>-</b>	<b>13,125</b>	<b>127,717</b>	<b>121,495</b>
<b>b) Governance Costs</b>						
Independent Examiners Fees	9	840	-	-	840	650
Legal & Professional Fees		300	-	-	300	250
		<b>1,140</b>	<b>-</b>	<b>-</b>	<b>1,140</b>	<b>900</b>

**BILLERICAY FOODBANK**  
(Charitable Incorporated Organisation)

**NOTES TO THE ACCOUNTS (continued)**  
**FOR THE YEAR ENDED 31ST MARCH 2025**

**4. RESTRICTED FUNDS**

**CURRENT FINANCIAL YEAR**

	<b>Balance 01-Apr-24</b>	Income	Expenditure	Transfers	<b>Balance 31-Mar-25</b>
	£	£	£	£	£
Essex Association of Local Councils Fund	-	10,984	11,160	176	-
Winter Warmth Fund	920	-	965	45	-
EALC Container Fund	-	1,000	1,000	-	-
	<b>920</b>	<b>11,984</b>	<b>13,125</b>	<b>221</b>	<b>-</b>

**PREVIOUS FINANCIAL YEAR**

	<b>Balance 01-Apr-23</b>	Income	Expenditure	Transfers	<b>Balance 31-Mar-24</b>
	£	£	£	£	£
Douglas Allen Fund	-	3,000	3,000	-	-
Essex Association of Local Councils Fund	300	-	300	-	-
Julia & Hans Rausing Trust	880	-	880	-	-
National Lottery Fresh Food Fund	9,100	-	9,100	-	-
Winter Warmth Fund	-	2,000	1,080	-	920
EA Food & Winter Warmth Fund	-	5,000	5,000	-	-
National Lottery Cost of Living Fund	-	9,404	9,404	-	-
Yellow Car Charitable Fund	-	7,000	7,000	-	-
	<b>10,280</b>	<b>26,404</b>	<b>35,764</b>	<b>-</b>	<b>920</b>

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

**BILLERICAY FOODBANK**  
(Charitable Incorporated Organisation)

**NOTES TO THE ACCOUNTS (continued)**  
**FOR THE YEAR ENDED 31ST MARCH 2025**

**5. DESIGNATED FUNDS**

**CURRENT FINANCIAL PERIOD**

	<b>Balance 01-Apr-24</b>	Income	Expenditure	Transfers	<b>Balance 31-Mar-25</b>
	£	£	£	£	£
Van Running Cost Fund	-	-	-	-	-
	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**PREVIOUS FINANCIAL PERIOD**

	<b>Balance 01-Apr-23</b>	Income	Expenditure	Transfers	<b>Balance 31-Mar-24</b>
	£	£	£	£	£
Van Running Cost Fund	720	-	720	-	-
	<b>720</b>	<b>-</b>	<b>720</b>	<b>-</b>	<b>-</b>

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

**6. STAFF COSTS AND NUMBERS**

The Charity employed no members of staff during this or the previous financial period.

**7. TRUSTEES AND OTHER RELATED PARTIES**

During the financial year Trustee Marina Tarrant received £12,976 (2023/24:£10,420) for providing administrative and financial services to Billericay Foodbank in furthering the Charity's objects. All conflicts of interest have been identified, documented and managed in accordance with the Charity's Governing Document.

During the financial year Trustee Stuart Gibbs received £21,816 (2023/24:£10,993) for providing promotional and operational support services, including fundraising and developing external relationships for Billericay Foodbank in furthering the Charity's objects. All conflicts of interest have been identified, documented and managed in accordance with the Charity's Governing Document.

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

**8. 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.

**BILLERICAY FOODBANK**  
(Charitable Incorporated Organisation)

**NOTES TO THE ACCOUNTS (continued)**  
**FOR THE YEAR ENDED 31ST MARCH 2025**

**9. 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.

**10. 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.

**BILLERICAY FOODBANK**

England & Wales - Charity number 1194869

---

# Accounts

---

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

**BILLERICAY  
FOODBANK**

(Charitable Incorporated Organisation)

**CHARITY REGISTRATION No: 1194869**

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

**BILLERICAY FOODBANK**  
(Charitable Incorporated Organisation)

**CONTENTS**

Page 3	Legal and Administrative Information
Page 4	Independent Examiner's Report
Pages 5 to 7	Trustees' Report
Page 8	Statement of Receipts and Payments
Page 9	Statement of Assets and Liabilities
Pages 10 to 14	Notes to the Accounts

**BILLERICAY FOODBANK**  
(Charitable Incorporated Organisation)

**LEGAL AND ADMINISTRATIVE INFORMATION**

<b>CHARITY NUMBER</b>	1194869
<b>DATE OF REGISTRATION</b>	21st June 2021
<b>START OF FINANCIAL YEAR</b>	1st April 2023
<b>END OF FINANCIAL YEAR</b>	31st March 2024
<b>TRUSTEES AT 31ST MARCH 2024</b>	James Rose Ian Fulton Marina Tarrant Stuart Gibbs Joanne Gibbs Mark Thomas (Appointed 29th January 2024)

The existing trustees appoint any new trustees following the provisions laid out in the Charity's governing instrument.

<b>GOVERNING INSTRUMENT</b>	CIO - Foundation Registered 21st June 2021, As Amended on 22nd October 2022 and on the 27th October 2022.
-----------------------------	---

**OBJECTS**

The object of the CIO is: The relief of financial hardship amongst people in Billericay and the surrounding areas in such ways as the Trustees from time to time may think fit, in particular but not exclusively by: a) Providing emergency food, essential toiletries, and other 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.

<b>CORRESPONDENCE ADDRESS</b>	22 Western Road Silver End Witham Essex CM8 3SF
-------------------------------	---

<b>PRIMARY BANKERS</b>	CAF Bank Ltd 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ
------------------------	--

<b>INDEPENDENT EXAMINERS</b>	Castle View Accounting Ltd New Barn Mudberry Lane Bosham Chichester West Sussex PO18 8TS
------------------------------	--

**BILLERICAY FOODBANK**  
(Charitable Incorporated Organisation)

**INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS**

Report to the trustees/ members of Billericay Foodbank on the accounts for the year ended 31st March 2024 set out on pages 8 to 14.

**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: 19th July 2024

**BILLERICAY FOODBANK**  
(Charitable Incorporated Organisation)

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

**Summary of the Main Activities**

Foodstuffs and other essential items are collected on a weekly basis from donations given by members of the public from either local centres or collection points in supermarkets. The items are then brought to the central Foodbank premises where volunteer teams sort and check them as suitable for distribution. After being packed into appropriate size bags for families or individuals, food and other items are distributed to households in the local area.

Financial donations are accepted, acknowledged, banked, and used to meet essential overheads and to purchase additional foodstuffs, including fresh food.

All Trustees have signed the Trustee Declaration as required for registration as a charity with the Charity Commission.

**Achievements and Performance**

Billericay Foodbank has been helping individuals and families in Billericay since 2018. The charity's Finance Committee, comprising the bookkeeper, treasurer and a trustee hold regular meetings to monitor the charity's financial position, providing monthly accounts for the Board of Trustees.

Funds have continued to be identified to pay for a part-time administrator to support the completion of vital administrative duties and also for a role to sustain our publicity profile and to network with relevant local organisations. The latter is essential to maintain public awareness of the ongoing needs of the Foodbank for donations, both of food and financial. To support the charity's fundraising we organise various social activities, attend local community events, and Trustees accept invitations to speak to various social organisations and local churches.

All this work helps to ensure that the Foodbank continues to receive a regular and sufficient supply of donations and financial gifts.

The Trustees have recognised the importance of ensuring the efficient completion of tasks to maintain the Foodbank's core-business, i.e. the collection of donations, the delivery of food to households and the recruitment and training of volunteers. However, the growth of the charity has required the Trustees to focus more on matters of good governance and to plan strategically for the future. A particular focus has been how we might support our 'longer-term' households to decrease their reliance on the Foodbank.

We have accordingly created an Operational Group to maintain the routine tasks of the Foodbank. This Group includes those volunteers who participate in the daily operations and so are able to help with the planning and delivery of the core business services. This development allows the Trustee Board to focus on governance and strategic planning. We have commissioned a time limited 9-month project to explore options for our longer-term households and consider alternative models for how we operate as a Foodbank, tackling the critical issues associated with food poverty in our community.

In August 2023 we moved our premises from the High Street location to form a working partnership with Hamelin Trust, a charity providing day care and residential support to adults with severe learning difficulties. We now rent a much more suitable space in their premises, which also provides an easier and more private access for those coming to collect food.

One of the most fruitful aspects of our move has been the opportunity to involve Hamelin Trust clients in the work of the Foodbank. The aims of this involvement are to build confidence, develop skills and potentially to help towards engagement in the world of work.

We are incredibly grateful to all those who have supported the Foodbank with financial donations during the year and being able to claim Gift Aid has brought additional funds to the charity.

We currently support around 100 households each week, and in one typical month we provided 410 food parcels, supporting 280 people. This entailed a total of over 910 volunteer hours, the equivalent of 114 working days.

**BILLERICAY FOODBANK**  
(Charitable Incorporated Organisation)

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

We receive donations from members of the public, with contributions from community groups, local churches, town supermarkets, businesses as well as local government and other grant giving bodies, including the National Lottery. This magnificent support, highlighting a real community investment in the work of the Foodbank, has meant that despite a decrease in food donations, our ability to help remains constant.

During the year, the Foodbank has been privileged to have the loyal involvement of around 100 volunteers who come together in teams to ensure that the essential work required to achieve the core-business is successfully completed. The dedication of the volunteers is impressive; these people are the lifeblood of the Foodbank, and their contribution is much valued and appreciated by the Trustees.

**Financial Review**

The Foodbank has continued to focus on ensuring it is financially resilient and sustainable through good budgeting and performance monitoring to ensure that our service can continue to be delivered to those who need it. The cost of living crisis has seen a decline on financial donations and grant income of approximately 15% in the last 12 months. This was expected and budgeted for and has been partially mitigated by increased Gift Aid recovery and from interest income on our cash deposits, benefitting from the interest rate increases. The Foodbank is currently able to continue to meet its objectives, without any noticeable decline in service level, even if income should radically reduce, which is not expected, or if an unexpected expenditure should arise in the next 12 months. Performance is monitored each month to highlight any developing issues and to take action to ensure the Foodbank operation can continue to perform at a consistent level for the users of the service. This resilience has also allowed the Trustees to start to plan for the longer term future role and operation

The financial position has been achieved by optimising grant funding where possible, but also through the ongoing generosity of donors, both private individuals and corporate/charitable organisations.

Amongst those supporting the Foodbank through grants in the last financial year were:

- National Lottery Community Fund
- Yellow Car Charitable Fund
- Douglas Allen Emergency Fund
- Essex Association of Local Councils
- Essex Community Foundation

However, there are also many other private donors without whose generosity the organisation would be unable to provide the service it does.

The Foodbank invests surplus cash balances in fixed term deposit accounts of no more than 12 months duration with Financial Services Compensation Scheme (FSCS) guaranteed banks. This is part of a prudent investment policy, which is reviewed regularly, but which enables us to benefit from the current higher rate of interest being paid in the market. This income can then be used to support the Foodbank's core objectives.

**Summary**

Billericay Foodbank has a clear set of underlying principles and values which inform every aspect of the charity's work. These values aim to ensure that the services provided are easily accessible, non-bureaucratic, i.e. do not require copious forms to be completed or documentation from a referring body to be shown, and are consistently delivered in a non-judgemental and friendly way.

Building and maintaining relationships with those who use the Foodbank and across the whole community are key features of how we understand our core business. We recognise the often complex, multiple problems facing the families and individuals who seek our help, and the proposed development project aims to explore ways of identifying alternative means of providing support to the different households and individuals.

This has been a year of change and growth for the Foodbank, presenting challenges to which we have tried to respond by improving governance and management whilst retaining the essential spirit and values of the charity and maintaining the enthusiasm and commitment of our large volunteer team. The Trustees are immensely grateful for all the support provided by the volunteers and those who have given so generously with donations of food, essential household items and money.

**BILLERICAY FOODBANK**  
(Charitable Incorporated Organisation)

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

**Trustees' Responsibilities**

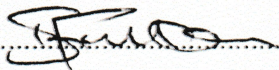
The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable Law and the Generally Accepted Accounting Principles (GAAP) including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

The Charities Act 2011 require 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 or deficit of the CIO for that period. In preparing those financial statements the trustees are required to:

- Select suitable accounting policies and apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- 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 sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 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 17<sup>th</sup> July 2024

Signed on their behalf by Trustee 

Printed Name: IAN FULTON

**BILLERICAY FOODBANK**  
(Charitable Incorporated Organisation)

**STATEMENT OF RECEIPTS AND PAYMENTS  
FOR THE YEAR ENDED 31ST MARCH 2024**

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2023/24 £	TOTAL 2022/23 £
<b>RECEIPTS :</b>						
Grants, Donations & Legacies	<b>2a</b>	109,106	-	26,404	135,510	155,827
Investment Income	<b>2b</b>	1,021	-	-	1,021	-
Activities for Generating Funds	<b>2c</b>	6,974	-	-	6,974	13,615
<b>TOTAL RECEIPTS</b>		<b>117,101</b>	<b>-</b>	<b>26,404</b>	<b>143,505</b>	<b>169,442</b>
<b>PAYMENTS :</b>						
Costs of Charitable Activities	<b>3a</b>	85,011	720	35,764	121,495	120,152
Governance Costs	<b>3b</b>	900	-	-	900	-
<b>TOTAL PAYMENTS</b>		<b>85,911</b>	<b>720</b>	<b>35,764</b>	<b>122,395</b>	<b>120,152</b>
<b>NET INCOMING/(OUTGOING) RESOURCES</b>		<b>31,190</b>	<b>(720)</b>	<b>(9,360)</b>	<b>21,110</b>	<b>49,290</b>
Balances Brought Forward		95,920	720	10,280	106,920	57,630
<b>BALANCES CARRIED FORWARD</b>		<b>127,110</b>	<b>-</b>	<b>920</b>	<b>128,030</b>	<b>106,920</b>

The Charity's operations are classed as continuing operations.

The notes on pages 10 to 14 form part of these financial statements.

# BILLERICAY FOODBANK

(Charitable Incorporated Organisation)

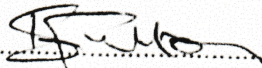
## STATEMENT OF ASSETS AND LIABILITIES AS AT 31ST MARCH 2024

	Note	Unrestricted Fund £	Restricted Fund £	Total 31-Mar-24 £	Total 31-Mar-23 £
<b>ASSETS</b>					
<b>Cash Funds:</b>					
Cash at Bank and in Hand		127,110	920	128,030	106,920
		<b>127,110</b>	<b>920</b>	<b>128,030</b>	<b>106,920</b>
<b>Charity Funds:</b>					
General Funds		127,110	-	127,110	95,920
Designated Funds	5	-	-	-	720
Restricted Funds	4	-	920	920	10,280
		<b>127,110</b>	<b>920</b>	<b>128,030</b>	<b>106,920</b>
<b>Assets Retained for the Charity's Own Use</b>					
Motor Vehicle Cost		20,400	-	20,400	20,400
		<b>20,400</b>	<b>-</b>	<b>20,400</b>	<b>20,400</b>
		<b>1,140</b>	<b>-</b>	<b>1,140</b>	<b>900</b>
<b>LIABILITIES</b>					
Accountancy Fees		300	-	300	250
Independent Examiners Fee		840	-	840	650
		<b>1,140</b>	<b>-</b>	<b>1,140</b>	<b>900</b>

### TRUSTEES RESPONSIBILITIES IN RELATION TO FINANCIAL STATEMENTS

Charity Law requires the Trustees to prepare financial statements for each financial year which comply with the regulations set out in the Charities Act 2011. The Trustees have elected to take advantage of the provisions that apply to small charities and have prepared a Receipts and Payments Account and Statement of Assets and Liabilities which are set out on pages 8 and 9.

Approved by the Trustees on 17<sup>th</sup> July 2024

Signed on their behalf by Trustee 

Printed Name: Ian Fulton

**BILLERICAY FOODBANK**  
(Charitable Incorporated Organisation)

**NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31ST MARCH 2024**

**1. BASIS OF ACCOUNTING**

The accounts have been prepared under the "Receipts and Payments" basis as prescribed by the Charity Commissioners and the documents meet the appropriate legal requirements.

**2. RECEIPTS**

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	<b>TOTAL 2023/24 £</b>	<b>TOTAL 2022/23 £</b>
<b>a) Grants, Donations &amp; Legacies</b>					
Gift Aid Tax	5,194	-	-	5,194	1,258
Gifts & Donations	99,227	-	-	99,227	115,822
Grants Received	4,685	-	26,404	31,089	38,747
	<b>109,106</b>	<b>-</b>	<b>26,404</b>	<b>135,510</b>	<b>155,827</b>
<b>b) Investment Income</b>					
Bank Interest	1,021	-	-	1,021	-
	<b>1,021</b>	<b>-</b>	<b>-</b>	<b>1,021</b>	<b>-</b>
<b>c) Activities for Generating Funds</b>					
Rental Income	5,832	-	-	5,832	13,615
Sponsorship Income	1,142	-	-	1,142	-
	<b>6,974</b>	<b>-</b>	<b>-</b>	<b>6,974</b>	<b>13,615</b>

**BILLERICAY FOODBANK**  
(Charitable Incorporated Organisation)

**NOTES TO THE ACCOUNTS (continued)**  
**FOR THE YEAR ENDED 31ST MARCH 2024**

**3. PAYMENTS**

		Unrestricted Funds £	Designated Funds £	Restricted Funds £	<b>TOTAL 2023/24 £</b>	<b>TOTAL 2022/23 £</b>
<b>a) Costs of Charitable Activities</b>						
Administrative Costs	4	8,754	-	14,580	23,334	19,785
Bank Charges		61	-	-	61	29
Equipment Costs		525	-	-	525	4,104
Food Costs	4	32,651	-	18,416	51,067	33,846
Fundraising & Events		2,210	-	-	2,210	4,546
Insurance Costs		606	-	-	606	543
Motor Vehicle Cost		-	-	-	-	20,400
Motor Vehicle Expenses		2,668	720	-	3,388	2,945
Relocation Costs		7,437	-	-	7,437	-
Rent & Rates	4	19,408	-	1,495	20,903	19,715
Services		1,166	-	-	1,166	3,221
Sundry Expenses		6,481	-	-	6,481	2,952
Telephone Costs		407	-	-	407	499
Utility Costs		1,755	-	-	1,755	5,597
Volunteers Expenses		882	-	-	882	-
Winter Hardship Payments	4	-	-	1,273	1,273	1,970
		<b>85,011</b>	<b>720</b>	<b>35,764</b>	<b>121,495</b>	<b>120,152</b>
<b>b) Governance Costs</b>						
Independent Examiners Fees	9	650	-	-	650	-
Legal & Professional Fees		250	-	-	250	-
		<b>900</b>	<b>-</b>	<b>-</b>	<b>900</b>	<b>-</b>

**BILLERICAY FOODBANK**  
(Charitable Incorporated Organisation)

**NOTES TO THE ACCOUNTS (continued)**  
**FOR THE YEAR ENDED 31ST MARCH 2024**

**4. RESTRICTED FUNDS**

**CURRENT FINANCIAL PERIOD**

	<b>Balance 01-Apr-23</b>	Income	Expenditure	Transfers	<b>Balance 31-Mar-24</b>
	£	£	£	£	£
Douglas Allen Fund	-	3,000	3,000	-	-
Essex Association of Local Councils Fund	300	-	300	-	-
Julia & Hans Rausing Trust	880	-	880	-	-
National Lottery Fresh Food Fund	9,100	-	9,100	-	-
Winter Warmth Fund	-	2,000	1,080	-	920
EA Food & Winter Warmth Fund	-	5,000	5,000	-	-
National Lottery Cost of Living Fund	-	9,404	9,404	-	-
Yellow Car Charitable Fund	-	7,000	7,000	-	-
	<b>10,280</b>	<b>26,404</b>	<b>35,764</b>	<b>-</b>	<b>920</b>

**PREVIOUS FINANCIAL PERIOD**

	<b>Balance 01-Apr-22</b>	Income	Expenditure	Transfers	<b>Balance 31-Mar-23</b>
	£	£	£	£	£
Basildon, Billericay & Wickford CVS Fund	-	2,000	2,000	-	-
Douglas Allen Fund	-	5,000	5,000	-	-
Essex Association of Local Councils Fund	-	9,397	9,097	-	300
Essex Community Fund	-	7,500	7,500	-	-
Julia & Hans Rausing Trust	-	5,000	4,120	-	880
National Lottery Fresh Food Fund	-	9,100	-	-	9,100
	<b>-</b>	<b>37,997</b>	<b>27,717</b>	<b>-</b>	<b>10,280</b>

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

**BILLERICAY FOODBANK**  
(Charitable Incorporated Organisation)

**NOTES TO THE ACCOUNTS (continued)**  
**FOR THE YEAR ENDED 31ST MARCH 2024**

**5. DESIGNATED FUNDS**

**CURRENT FINANCIAL PERIOD**

	<b>Balance 01-Apr-23</b>	Income	Expenditure	Transfers	<b>Balance 31-Mar-24</b>
	£	£	£	£	£
Van Running Cost Fund	720	-	720	-	-
	<b>720</b>	<b>-</b>	<b>720</b>	<b>-</b>	<b>-</b>

**PREVIOUS FINANCIAL PERIOD**

	<b>Balance 01-Apr-22</b>	Income	Expenditure	Transfers	<b>Balance 31-Mar-23</b>
	£	£	£	£	£
Ram Fresh Food Fund	-	7,000	7,080	80	-
Tins Fund	-	50	52	2	-
Van Fund	-	13,155	20,400	7,245	-
Van Running Cost Fund	-	3,165	2,445	-	720
	<b>-</b>	<b>23,370</b>	<b>29,977</b>	<b>7,327</b>	<b>720</b>

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

**6. STAFF COSTS AND NUMBERS**

The Charity employed no members of staff during this or the previous financial period.

**7. TRUSTEES AND OTHER RELATED PARTIES**

During the financial year Trustee Marina Tarrant received £10,420 (2022/23:£12,285) for providing administrative and financial services to Billericay Foodbank in furthering the Charity's objects. All conflicts of interest have been identified, documented and managed in accordance with the Charity's Governing Document.

During the financial year Trustee Stuart Gibbs received £10,993 (2022/23:£7,500) for providing promotional and operational support services, including fundraising and developing external relationships for Billericay Foodbank in furthering the Charity's objects. All conflicts of interest have been identified, documented and managed in accordance with the Charity's Governing Document.

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

**BILLERICAY FOODBANK**  
(Charitable Incorporated Organisation)

**NOTES TO THE ACCOUNTS (continued)**  
**FOR THE YEAR ENDED 31ST MARCH 2024**

**8. 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.

**9. 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.

**10. 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.

**BILLERICAY FOODBANK**

England & Wales - Charity number 1194869

---

# Accounts

---

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

**BILLERICAY  
FOODBANK**

(Charitable Incorporated Organisation)

**CHARITY REGISTRATION No: 1194869**

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

**BILLERICAY FOODBANK**  
(Charitable Incorporated Organisation)

**CONTENTS**

Page 3	Legal and Administrative Information
Page 4	Independent Examiner's Report
Pages 5 to 7	Trustees' Report
Page 8	Statement of Receipts and Payments
Page 9	Statement of Assets and Liabilities
Pages 10 to 12	Notes to the Accounts

**BILLERICAY FOODBANK**  
(Charitable Incorporated Organisation)

**LEGAL AND ADMINISTRATIVE INFORMATION**

<b>CHARITY NUMBER</b>	1194869
<b>DATE OF REGISTRATION</b>	21st June 2021
<b>START OF FINANCIAL YEAR</b>	1st April 2022
<b>END OF FINANCIAL YEAR</b>	31st March 2023
<b>TRUSTEES AT 31ST MARCH 2023</b>	James Rose Ian Fulton Marina Tarrant Stuart Gibbs Joanne Gibbs

The existing trustees appoint any new trustees following the provisions laid out in the Charity's governing instrument.

<b>GOVERNING INSTRUMENT</b>	CIO - Foundation Registered 21st June 2021, As Amended on 22nd October 2022 and on the 27th October 2022.
-----------------------------	---

**OBJECTS**

The object of the CIO is: The relief of financial hardship amongst people in Billericay and the surrounding areas in such ways as the Trustees from time to time may think fit, in particular but not exclusively by: a) Providing emergency food, essential toiletries, and other 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.

<b>CORRESPONDENCE ADDRESS</b>	22 Western Road Silver End Witham Essex CM8 3SF
-------------------------------	---

<b>PRIMARY BANKERS</b>	CAF Bank Ltd 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ
------------------------	--

<b>INDEPENDENT EXAMINERS</b>	Castle View Accounting Ltd New Barn Mudberry Lane Bosham Chichester West Sussex PO18 8TS
------------------------------	--

**BILLERICAY FOODBANK**  
(Charitable Incorporated Organisation)

**INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS**

Report to the trustees/ members of Billericay Foodbank on the accounts for the year ended 31st March 2023 set out on pages 8 to 12.

**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: 7th July 2023

**BILLERICAY FOODBANK**  
(Charitable Incorporated Organisation)

**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31ST MARCH 2023**

**Summary of the Main Activities**

Foodstuffs and other essential items are collected on a weekly basis from donations by members of the public either at local centres or collection points in local supermarkets and brought to the central Foodbank premises. The items are sorted and checked as suitable for distribution by teams of volunteers and then packed into appropriate size bags for families or individuals and distributed to households in the local area.

Financial donations are accepted, acknowledged, banked, and used to meet essential overheads and to purchase additional foodstuffs, including fresh food.

All Trustees have signed the Trustee Declaration as required for registration as a charity with the Charity Commission.

**Achievements and Performance**

Billericay Foodbank has been helping individuals and families in Billericay since 2018. From a modest beginning in a room at St John's Church, Outwood Common, the Foodbank now leases premises in Billericay High Street and has achieved charitable status. The charity's Finance Committee, comprising our volunteer Bookkeeper and Treasurer, (who became a Trustee in June 2022) along with another Trustee hold regular meetings and together with the full Board of Trustees have ensured that the weekly tasks run smoothly, and time is allocated for coherent, longer-term planning. Funds have been identified to continue the support for completion of essential administrative duties, ensuring the efficient completion of tasks to maintain the Foodbank's core-business, i.e. the collection of donations, the delivery of food to households and the recruitment and training of volunteers.

During the course of the year a successful grant application has enabled us to fund support for the tasks of maintaining an impressively creative social media profile and the development of positive external relationships. Both of these are necessary to ensure the continuity of donations of food and finances. Volunteers have regularly attended fund and awareness raising activities around the town, and we have offered speakers to talk to local community groups and churches.

We are incredibly grateful to all those who have supported the Foodbank with financial donations during the year and being able to claim Gift Aid has brought additional funds to the charity. A specific fundraising effort resulted in the purchase of a second-hand vehicle, which has helped enormously with the collection of donations and carrying equipment to events.

Worsening economic conditions, leading to rising prices for food and domestic fuel has meant a significant increase in the number of people seeking help from the Foodbank each week. We are now supporting over 120 households or approximately 325 individuals, including 125 children in the community. This number is challenging for the weekly administration of the Foodbank, so we are currently reviewing our logistical arrangements and the longer-term viability of current organisational and operational structures.

We receive donations from members of the public, with contributions from community groups, local churches, town supermarkets and businesses. This magnificent support, highlighting a real community investment in the work of the Foodbank, has meant that although numbers needing support have grown, the capacity to help remains constant. However, we are continually reviewing how this help is managed and how donations can best be used to sustain our commitment to those seeking our assistance.

During the year, the Foodbank has been privileged to have the loyal involvement of around seventy five volunteers who come together in teams to ensure that the essential work required to achieve the core-business is successfully completed. The dedication of the volunteers is impressive; these people are the lifeblood of the Foodbank, and their contribution is much valued and appreciated by the Trustees.

**BILLERICAY FOODBANK**  
(Charitable Incorporated Organisation)

**TRUSTEES' REPORT (Continued)**  
**FOR THE YEAR ENDED 31ST MARCH 2023**

**Financial Review**

The Foodbank has further improved its financial resilience and sustainability in the last 12 months. Recognising that the cost of living crisis would adversely impact the community, we have ensured that we have been in a position to both afford the increased costs of meeting the needs of that community but also that the Foodbank is financially sustainable. The Foodbank is currently able to continue to meet its objectives even if income should reduce or if an unexpected expenditure should arise in the next 12 months. It has also allowed the Trustees to start to plan for the future role and operation of the organisation.

The financial position has been achieved by optimising grant funding where possible, but also through the ongoing generosity of donors, both private and corporate, which has seen overall income increase year on year despite the worsening economic conditions.

Amongst those supporting the Foodbank through grants in the last financial year were:

- Essex Community Foundation
- National Lottery
- Julia & Hans Rausing Trust
- Douglas Allen Community Fund
- Essex Association of Local Councils
- Basildon, Billericay & Wickford CVS

However, there are also many other private donors without whose generosity the organisation would be unable to provide the service it does.

The raising of interest rates has given the Foodbank the opportunity to generate some additional interest income from the cash balances that are not required for daily use via fixed term deposits of no more than 12 months with FSCS guaranteed banks.

**Summary**

Billericay Foodbank has been established with a clear set of underlying principles and values which inform every aspect of the charity's work. These values aim to ensure that the services provided are easily accessible and non-bureaucratic, i.e. do not require copious forms to be completed or documentation from a referring body to be shown and are consistently delivered in a non-judgemental and friendly way.

Building and maintaining relationships with those who use the Foodbank and across the whole community are key features of how we understand our core business. We understand the often complex, multiple problems facing the families and individuals and look to develop ways to signpost them to other relevant services and agencies.

This has been a year of consolidation and growth for the Foodbank, and the Trustees are immensely grateful for all the support provided by our volunteers and those who have given so generously with donations of food, essential household items and money.

**BILLERICAY FOODBANK**  
(Charitable Incorporated Organisation)

**TRUSTEES' REPORT (Continued)**  
**FOR THE YEAR ENDED 31ST MARCH 2023**

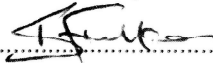
**Trustees' Responsibilities**

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 ..... 4<sup>th</sup> July 2023 .....

Signed on their behalf by Trustee .....  .....

Printed Name: Ian Fulton

**BILLERICAY FOODBANK**  
(Charitable Incorporated Organisation)

**STATEMENT OF RECEIPTS AND PAYMENTS  
FOR THE YEAR ENDED 31ST MARCH 2023**

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2022/23 £	TOTAL 2021/22 £
<b>RECEIPTS :</b>						
Grants, Donations & Legacies	2a	94,460	23,370	37,997	155,827	84,443
Activities for Generating Funds	2b	13,615	-	-	13,615	-
<b>TOTAL RECEIPTS</b>		<b>108,075</b>	<b>23,370</b>	<b>37,997</b>	<b>169,442</b>	<b>84,443</b>
<b>PAYMENTS :</b>						
Costs of Charitable Activities	3a	62,458	29,977	27,717	120,152	55,387
<b>TOTAL PAYMENTS</b>		<b>62,458</b>	<b>29,977</b>	<b>27,717</b>	<b>120,152</b>	<b>55,387</b>
<b>NET INCOMING/(OUTGOING) RESOURCES</b>		<b>45,617</b>	<b>(6,607)</b>	<b>10,280</b>	<b>49,290</b>	<b>29,056</b>
Balances Brought Forward		57,630	-	-	57,630	28,574
Transfer Between Funds		(7,327)	7,327	-	-	-
<b>BALANCES CARRIED FORWARD</b>		<b>95,920</b>	<b>720</b>	<b>10,280</b>	<b>106,920</b>	<b>57,630</b>

The Charity's operations are classed as continuing operations.

The notes on pages 10 to 12 form part of these financial statements.

**BILLERICAY FOODBANK**  
(Charitable Incorporated Organisation)

**STATEMENT OF ASSETS AND LIABILITIES  
AS AT 31ST MARCH 2023**

	Note	Unrestricted Fund £	Restricted Fund £	Total 31-Mar-23 £	Total 31-Mar-22 £
<b>ASSETS</b>					
<b>Cash Funds:</b>					
Cash at Bank and in Hand		96,640	10,280	106,920	57,630
		<b>96,640</b>	<b>10,280</b>	<b>106,920</b>	<b>57,630</b>
<b>Charity Funds:</b>					
General Funds		95,920	-	95,920	57,630
Designated Funds	5	720	-	720	-
Restricted Funds	4	-	10,280	10,280	-
		<b>96,640</b>	<b>10,280</b>	<b>106,920</b>	<b>57,630</b>
<b>Assets Retained for the Charity's Own Use</b>					
Motor Vehicle Cost		20,400	-	20,400	-
		Unrestricted Fund £	Restricted Fund £	Total 31-Mar-23 £	Total 31-Mar-22 £
<b>LIABILITIES</b>					
Accountancy Fees		250	-	250	-
Independent Examiners Fee		650	-	650	-
		<b>900</b>	<b>-</b>	<b>900</b>	<b>-</b>

**TRUSTEES RESPONSIBILITIES IN RELATION TO FINANCIAL STATEMENTS**

Charity Law requires the Trustees to prepare financial statements for each financial year which comply with the regulations set out in the Charities Act 2011. The Trustees have elected to take advantage of the provisions that apply to small charities and have prepared a Receipts and Payments Account and Statement of Assets and Liabilities which are set out on pages 8 and 9.

Approved by the Trustees on 4<sup>th</sup> July 2023

Signed on their behalf by Trustee *[Signature]*

Printed Name: IAN FULTON

**BILLERICAY FOODBANK**  
(Charitable Incorporated Organisation)

**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31ST MARCH 2023**

**1. BASIS OF ACCOUNTING**

The accounts have been prepared under the "Receipts and Payments" basis as prescribed by the Charity Commissioners and the documents meet the appropriate legal requirements.

**2. RECEIPTS**

		Unrestricted Funds £	Designated Funds £	Restricted Funds £	<b>TOTAL 2022/23 £</b>	<b>TOTAL 2021/22 £</b>
<b>a) Grants, Donations &amp; Legacies</b>						
Gift Aid Tax		1,258	-	-	1,258	-
Gifts & Donations	<b>5</b>	92,452	23,370	-	115,822	54,350
Grants Received	<b>4</b>	750	-	37,997	38,747	30,093
		<b>94,460</b>	<b>23,370</b>	<b>37,997</b>	<b>155,827</b>	<b>84,443</b>

**b) Activities for Generating Funds**

Rental Income		13,615	-	-	13,615	-
		<b>13,615</b>	<b>-</b>	<b>-</b>	<b>13,615</b>	<b>-</b>

**3. PAYMENTS**

		Unrestricted Funds £	Designated Funds £	Restricted Funds £	<b>TOTAL 2022/23 £</b>	<b>TOTAL 2021/22 £</b>
<b>a) Costs of Charitable Activities</b>						
Administrative Costs	<b>4</b>	12,285	-	7,500	19,785	11,261
Bank Charges		29	-	-	29	66
Equipment Costs	<b>4</b>	2,654	-	1,450	4,104	1,885
Food Costs	<b>4 &amp; 5</b>	10,527	7,132	16,187	33,846	18,329
Fundraising & Events		4,546	-	-	4,546	-
Insurance Costs		543	-	-	543	355
Motor Vehicle Cost	<b>5</b>	-	20,400	-	20,400	-
Motor Vehicle Expenses	<b>5</b>	500	2,445	-	2,945	1,741
Rent & Rates	<b>4</b>	18,835	-	880	19,715	14,276
Services		3,221	-	-	3,221	1,542
Sundry Expenses		2,952	-	-	2,952	3,225
Telephone Costs		499	-	-	499	398
Utility Costs		5,597	-	-	5,597	2,309
Winter Hardship Payments	<b>4</b>	270	-	1,700	1,970	-
		<b>62,458</b>	<b>29,977</b>	<b>27,717</b>	<b>120,152</b>	<b>55,387</b>

**BILLERICAY FOODBANK**  
(Charitable Incorporated Organisation)

**NOTES TO THE ACCOUNTS (continued)**  
**FOR THE YEAR ENDED 31ST MARCH 2023**

**4. RESTRICTED FUNDS**

**CURRENT FINANCIAL PERIOD**

	<b>Balance 01-Apr-22</b>	Income	Expenditure	Transfers	<b>Balance 31-Mar-23</b>
	£	£	£	£	£
Basildon, Billericay & Wickford CVS Fund	-	2,000	2,000	-	-
Douglas Allen Fund	-	5,000	5,000	-	-
Essex Association of Local Councils Fund	-	9,397	9,097	-	300
Essex Community Fund	-	7,500	7,500	-	-
Julia & Hans Rausing Trust	-	5,000	4,120	-	880
National Lottery Fresh Food Fund	-	9,100	-	-	9,100
	<b>-</b>	<b>37,997</b>	<b>27,717</b>	<b>-</b>	<b>10,280</b>

**PREVIOUS FINANCIAL PERIOD**

	<b>Balance 01-Apr-21</b>	Income	Expenditure	Transfers	<b>Balance 31-Mar-22</b>
	£	£	£	£	£
Essex Community Fund	-	8,000	8,000	-	-
National Lottery Fresh Food Fund	-	4,000	4,000	-	-
	<b>-</b>	<b>12,000</b>	<b>12,000</b>	<b>-</b>	<b>-</b>

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

**5. DESIGNATED FUNDS**

**CURRENT FINANCIAL PERIOD**

	<b>Balance 01-Apr-22</b>	Income	Expenditure	Transfers	<b>Balance 31-Mar-23</b>
	£	£	£	£	£
Ram Fresh Food Fund	-	7,000	7,080	80	-
Tins Fund	-	50	52	2	-
Van Fund	-	13,155	20,400	7,245	-
Van Running Cost Fund	-	3,165	2,445	-	720
	<b>-</b>	<b>23,370</b>	<b>29,977</b>	<b>7,327</b>	<b>720</b>

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

**BILLERICAY FOODBANK**  
(Charitable Incorporated Organisation)

**NOTES TO THE ACCOUNTS (continued)**  
**FOR THE YEAR ENDED 31ST MARCH 2023**

**6. STAFF COSTS AND NUMBERS**

The Charity employed no members of staff during this or the previous financial period.

**7. TRUSTEES AND OTHER RELATED PARTIES**

During the financial year Trustee Marina Tarrant received £12,285 for providing administrative and financial services to Billericay Foodbank in furthering the Charity's objects. All conflicts of interest have been identified, documented and managed in accordance with the Charity's Governing Document.

During the financial year Trustee Stuart Gibbs received £7,500 for providing promotional and operational support services, including fundraising and developing external relationships for Billericay Foodbank in furthering the Charity's objects. All conflicts of interest have been identified, documented and managed in accordance with the Charity's Governing Document.

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

**8. 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.

**9. 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.

**10. 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

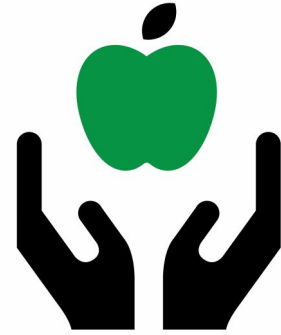
**BILLERICAY FOODBANK**

England & Wales - Charity number 1194869

---

# Accounts

---



**Billericay Foodbank Trustees' Annual Report**  
**01 April 2021 - 31 March 2022**

**Charity Number:** 1194869  
**Registered Address:** 22 Western Road, Silver End, Witham, Essex  
 CM8 3SF

**Names of the charity trustees who manage the charity:**

<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for entire year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
Phillip Norton	Chair	21 June 2021 -	
James Rose	Vice-Chair	"	
Joanne Gibbs		"	
Stuart Gibbs		"	
Marina Tarrant	Secretary	"	

**Structure, governance, and management:**

Type of governing document

Constitution

How the charity is constituted

Charitable Incorporated Organisation

Trustee selection methods

Appointed by Board of Trustees
--------------------------------

**Objectives and activities: Summary of the objects of the charity set out in its governing document.**

The relief of financial hardship amongst people in Billericay 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.

**Summary of the main activities undertaken for the public benefit in relation to these objects:**

Foodstuffs and other essential items are collected on a weekly basis from donations by members of the public either at local centres or collection points in local supermarkets and brought to the central Foodbank premises. The items are sorted and checked as suitable for distribution by teams of volunteers and then packed into appropriate size bags for families or individuals and distributed to households in the local area.

Financial donations are accepted, acknowledged, and banked and are used for meeting essential overheads and purchasing additional food, including fresh food and items for 'Holiday Lunches' for school-age children.

All Trustees have signed the Trustee Declaration as part of the application process for registration as a charity with the Charity Commission.

**Achievements and Performance: Summary of the main achievements of the charity during the year.**

Billericay Foodbank has been helping individuals and families in Billericay since 2018, operating out of a room at St John's Church, Outwood Common. From this modest beginning the Foodbank now leases premises in Billericay High Street and during the year 2021-22 achieved charitable status, consolidating, and strengthening the organisation's financial and

governance arrangements. This has included appointing two volunteers to serve as Bookkeeper and Treasurer, and along with the Administrator they have formed the charity's Finance Committee. Regular meetings of the Finance Committee and the Board of Trustees have ensured that the weekly tasks run smoothly, and time is allocated for coherent, longer-term planning. A grant was received to support the costs for part-time administration services, which has assisted the efficient completion of the weekly round of tasks essential for the achievement of the Foodbank's core-business, i.e. the collection of donations and the delivery of essential food to needy households.

The Covid-19 virus has had an enormous impact on the emotional and economic wellbeing of families and individuals across Billericay. For the Billericay Foodbank this has meant a dramatic increase in numbers; around 80+ households are now supported each week (reaching a peak of 95 during the year). During school holidays, in addition to our normal deliveries, those families with school-age children, were provided with food and snacks for a week's packed lunches.

The increase in the numbers of households helped each week has been matched by increased donations from members of the public, with great contributions from community groups, local churches, town supermarkets and businesses. This magnificent support, highlighting a real community investment in the work of the Foodbank, has meant that although numbers needing support have grown, there has always been the capacity to help.

During the year, the Foodbank has been privileged to have the loyal involvement of around seventy five volunteers who come together in teams to ensure that the essential work required to achieve the core-business is successfully completed. The commitment of the volunteers is impressive and their constancy, in the shadow of the pandemic, has been remarkable. These people are the life-blood of the Foodbank, and their contribution is much valued and appreciated by the Trustees.

The foodstuffs and other essential items, such as hygiene or cleaning products, which have been donated by members of the public are collected on a weekly basis from either local centres (staffed by volunteers) or from collection points in local supermarkets. These are then brought to the central Foodbank premises, the items are sorted and checked as suitable for distribution by a team of volunteers, packed into appropriate size bags for families or individuals by another team and distributed to households in the local area by yet another team of volunteers.

Ensuring the continuing supply of donations and maintaining the public profile of the Foodbank has been supported by an impressively creative

social media presence, attendance at local events and a regular round of talks to local groups and churches.

The Trustees have worked hard to maintain relationships at local and county levels of government, making sure that on-line meetings convened by the councils have a Billericay Foodbank input and that there are good lines of communication with other Foodbanks across the area.

Trustees and willing volunteers have been active in fund-raising on behalf of the Foodbank; applying for various grants and attending local events to raise both awareness and funds. We are incredibly grateful to all those who have supported the Foodbank with financial donations during the year. We are now able to claim gift aid on donations and this will yield additional funds for the charity.

### **Financial review:**

The Foodbank has consolidated its financial position during the year as can be seen in the annual accounts. Billericay Foodbank aims to ensure that it has sufficient reserves in place to enable it to meet any unexpected financial pressures in the short term. This level is based on approximately three months of gross average expenditure, equating to approximately £12,000. This is considered prudent financial management to ensure the Foodbank is financially sustainable and able to provide its services to those in need.

It is also anticipated that there will be some capital expenditure in the next financial year on a van to enable more efficient weekly collections of food, the funds for which were starting to be accumulated during this financial year.

The Foodbank is well supported by local organisations and individuals by way of grant funding. Amongst those supporting in the last financial year were:

- Essex Community Foundation
- National Lottery Community Fund
- Essex Association

However, there are also many other donors, helping with diverse levels of donations, without whose generosity the organisation would be unable to provide the service it does.

### **Summary:**

Billericay Foodbank has been established with a clear set of underlying principles and values which inform every aspect of the charity's work. These values aim to ensure that the services provided are easily accessible and non-bureaucratic, i.e. do not require copious forms to be completed or documentation from a referring body to be shown and are consistently delivered in a non-judgemental and friendly way.

Building and maintaining relationships are key features of how we understand our core business. The intention to signpost those who use the Foodbank to other services and agencies as appropriate remains an ambition that, as the constraints of the pandemic are reduced, we shall actively pursue in the coming year.

This has been a year of consolidation and growth for the Foodbank, and the Trustees are immensely grateful for all the support provided by our volunteers and those who have given so generously with donations of food, essential household items and money.

**Signed on behalf of the Trustees:** 

**Full Name:**

**James Rose**

**Position:**

**Vice-Chair of Board of Trustees**

**Date:**



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
Billericay Foodbank

No (if any)  
1194869

CC16a

## Receipts and payments accounts

For the period from	Period start date 01 April 2021	To	Period end date 31 March 2022
---------------------	------------------------------------	----	----------------------------------

### 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 £
<b>A1 Receipts</b>					
Donations	54,350	-	-	54,350	-
Essex Community Foundation	-	4,000	-	4,000	-
Essex Community Fdn / National Lottery	-	8,000	-	8,000	-
Unrestricted Grants	8,493	-	-	8,493	-
Rental Income	9,600	-	-	9,600	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>72,443</b>	<b>12,000</b>	<b>-</b>	<b>84,443</b>	<b>-</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>72,443</b>	<b>12,000</b>	<b>-</b>	<b>84,443</b>	<b>-</b>
<b>A3 Payments</b>					
Administration	-	11,261	-	11,261	-
Bank Charges	66	-	-	66	-
Electricity	2,309	-	-	2,309	-
Equipment	1,885	-	-	1,885	-
Food	18,329	-	-	18,329	-
Insurance	355	-	-	355	-
Misc Supplies	2,486	739	-	3,225	-
Petrol	741	-	-	741	-
Phone/Internet	398	-	-	398	-
Rates	876	-	-	876	-
Rent	13,400	-	-	13,400	-
Services	1,542	-	-	1,542	-
Vehicle Costs	1,000	-	-	1,000	-
<b>Sub total</b>	<b>43,387</b>	<b>12,000</b>	<b>-</b>	<b>55,387</b>	<b>-</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>43,387</b>	<b>12,000</b>	<b>-</b>	<b>55,387</b>	<b>-</b>
<b>Net of receipts/(payments)</b>	<b>29,056</b>	<b>0</b>	<b>-</b>	<b>29,056</b>	<b>-</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>28,574</b>	<b>-</b>	<b>-</b>	<b>28,574</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>57,630</b>	<b>0</b>	<b>-</b>	<b>57,630</b>	<b>-</b>

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Current Account	57,630	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	57,630	-	-

(agree balances with receipts and payments account(s))

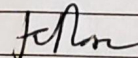
Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	JAMES ROSE	04/07/2022



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
Billericay Foodbank

**On accounts for the year  
ended**

31/03/2022

**Charity no  
(if any)**

1194869

**Set out on pages**

1 - 2

*(remember to include the page numbers of additional sheets)*

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2022.

**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 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 (other than that disclosed below \*) 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 order to enable a proper understanding of the accounts to be reached.

*\* Please delete the words in the brackets if they do not apply.*

**Signed:**

**Date:**

27/06/2022

**Name:**

Alan Robert McCappin

**Relevant professional  
qualification(s) or body  
(if any):**

ACCA

**Address:**

127 Stock Road, Billericay, Essex CM12 0RP

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**