

North Bristol and South Gloucestershire Foodbank CIO

Report of the Board of Trustees
Year Ended 31 March 2024

Charity Registration Number 1195058



16,125

individuals received
emergency food parcels

£139,200

secured in additional income
for clients through Citizens
Advice partnership

38%

of recipients
were children

241

Christmas hampers
distributed

155

tons of food
distributed

9

food bank outlets
across the region

32

tonnes of food collected
during Christmas period

20%

of distributed food was
purchased to meet demand

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Reference & Administrative Information

Charity name North Bristol and South Gloucestershire Foodbank CIO

Registered charity number 1195058

Principle office 286 Filton Avenue
Horfield
Bristol
BS7 0BA

Trustees Stewart North
Christopher Richardson
Sally Tate
Rev Anthony Matthews
Jonathan Ford
Alistair Jenkins- Appointed 27th June 2024

Bankers The Co-operative Bank

Independent Examiner Joshua Kingston BSc, ACA
Burton Sweet Limited
The Clock Tower
5 Farleigh Court
Old Weston Road
Flax Bourton
Bristol
BS48 1UR

Overview

Charity Document

The North Bristol and South Gloucestershire Foodbank CIO was registered on 5 July 2021. The activities and assets of the CIO were initially transferred to it by the predecessor charity North Bristol Foodbank (charity number 1157499, now dissolved). The objectives have been widened slightly in the CIO, the activities are considered to be continuous between the two organisations.

Charity Objectives

The relief and prevention of poverty in the North Bristol and South Gloucestershire area for the benefit of the public by working with a network of care professionals to provide food parcels, items and related services including support and advice to any in need and delivering such services within a Christian ethos.

Method of Appointment or Election of Trustees

The management of the charity is the responsibility of the Trustees who are appointed by resolution passed at a properly convened meeting of the charity trustees, as described in the CIO constitution. The charity trustees will make available to each new charity trustee, on or before his or her first appointment: (a) a copy of the current version of this constitution; and (b) a copy of the CIO's latest Trustees' Annual Report and statement of accounts.

Organisational Structure and Decision Making

The organisation and running of North Bristol and South Gloucestershire Foodbank CIO is the responsibility of the Trustees. The Trustees employ a Food Bank Manager (line managed by the Chair of Trustees), Food Logistics Manager, Operations Coordinator, Warehouse Supervisor, Fresh Food Coordinator, Senior Administrator, Administrators and Volunteer Coordinator (all line managed by the Food Bank Manager) on a part-time basis. The charity is heavily reliant on a large number of volunteers who assist with running different aspects of the food bank.

Aims of the Charity

Our food bank is part of The Trussell Trust's network, dedicated to addressing food poverty and hunger within our local communities and across the UK. Our mission is to provide emergency food parcels to individuals and families in crisis, referred to us by care professionals offering ongoing support. We are also committed to guiding food bank clients toward additional resources and services that can provide immediate relief or support longer-term solutions. Access to our food bank is available to anyone in need through a referral process.

Charitable Activities

North Bristol and South Gloucestershire Foodbank is committed to providing nutritionally balanced emergency food parcels to individuals and families facing crisis. Through collaboration with a network of care professionals and in partnership with Citizens Advice, we aim to empower people to overcome immediate challenges and work toward reducing long-term reliance on food banks.

Our food bank operations are sustained by generous donations of in-date, non-perishable food from schools, churches, businesses, and individuals. Key events, such as Harvest Festival collections, alongside supermarket donation points, play a vital role in maintaining our stock. Volunteers are the backbone of our work, dedicating their time to sorting, checking, and distributing food parcels across our nine food bank outlets in the region.

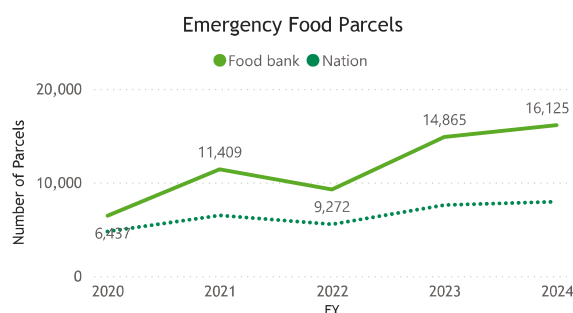
We collaborate with frontline professionals, including health visitors, social workers, and housing officers, who securely refer clients through the Trussell Trust's system. Each client receives three days' worth of emergency food alongside a warm welcome, refreshments, and guidance to services that can help address underlying issues.

Our partnership with Citizens Advice Bristol and South Gloucestershire enables us to offer additional support, including benefits advice, debt management services, and access to resources that promote financial stability and independence.

To ensure inclusivity, we accommodate dietary needs, provide culturally appropriate food, and offer multilingual support. With nine distribution points operating at various times and locations, we strive to meet the diverse needs of our community. For clients unable to access our outlets, we aim to arrange food parcel deliveries in collaboration with partner organisations.

We are committed to safeguarding the well-being of all those we serve. Robust policies and procedures are in place, overseen by designated safeguarding officers, ensuring a safe and supportive environment for everyone who engages with our services.

“We serve our community with nutritionally balanced food parcels, warm welcomes, and practical support



Achievements & Performance

Core Service Provision

In the last financial year, we provided emergency food parcels to 16,125 individuals, an increase of 8% from the previous year. Of those we served, 38% were children, highlighting the growing need among young families and the pressures that the cost-of-living crisis is placing on parents and caregivers. This shift underscores the increasing complexity of food insecurity, with many families relying on food banks as a necessary lifeline.



Our advisors enabled clients to secure £139,268 in additional income

Food Distributed

We distributed over 155 tons of food, sourced both through generous community donations and increased purchases to meet rising demand. While community donations

remain vital to our operations, the gap between the food we receive and the needs we serve has widened, making it essential to purchase additional stock. This year, 20% of the food distributed was purchased, reflecting the ongoing pressures faced by our service users and the proactive measures we have taken to ensure that no one goes without.

Responding to Growing Demand

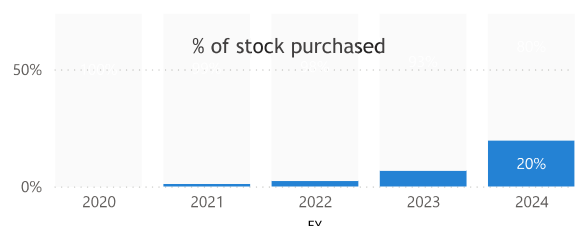
The ongoing cost-of-living crisis continues to exacerbate food insecurity across our region. While donations from schools, churches, businesses, and individuals remain a crucial part of our food supply, the gap between

demand and supply has continued to widen. To fill this gap, we have adjusted our operations to ensure the availability of enough nutritious food for our clients. Our decision to purchase an increased percentage of stock is a direct response to the increasing needs of individuals and families facing difficult circumstances.

We remain committed to ensuring that all who need support can access it, with no one turned away due to a lack of food. Through strategic partnerships and a focus on efficient distribution, we continue to adapt and evolve to meet the challenges of today's economic environment.

Financial Inclusion

We fund advisors trained and supported by Citizens Advice whose role is to work specifically with our clients. Our collaboration with Citizens Advice South Gloucestershire and Citizens Advice Bristol has enabled our clients to access £139,268.40 in additional income through benefits, grants, and financial support this year. These financial interventions, combined with emergency food support, helped to address the root causes of their crises and provide a foundation for long-term stability.



Fresh Food

This year, we expanded our commitment to providing fresh, nutritious, and culturally appropriate food for our clients. We introduced fresh food items such as onions, garlic, and cheese into our food parcels at two food bank outlets, with plans to roll this out to all nine outlets in the near future. These additions built upon our existing provision of bread and spread, enhancing the nutritional quality and variety of the food parcels.

To support clients in making the most of their food parcels, we developed recipe cards featuring simple, cost-effective meal ideas tailored to the ingredients typically included. These cards provided practical guidance for preparing nutritious meals, even with limited cooking facilities and budgets.

Looking ahead, we aim to build on this work by offering cooking courses that provide hands-on training and meal preparation techniques. These courses will empower clients with the skills and confidence to make the most of their food parcels, reduce waste, and embrace healthier eating habits.

The Fresh Food project has made a meaningful impact, and we look forward to expanding its reach and scope to continue addressing food insecurity in our community.

Seasonal Events

Throughout the year, we ran several successful seasonal events to support individuals and families in need, while also engaging with the wider community raising awareness about food insecurity.

Easter

To make Easter a special time for families, we distributed Easter bags containing extra food items, activities for children, and other treats. These bags provided families with the opportunity to enjoy the celebration together, while also easing the financial burden that holidays can bring.

Harvest

During Harvest, we partnered with local primary schools to deliver 23 educational assemblies on food poverty. These sessions informed and inspired the younger generation about the importance of supporting those

in need. The schools also organised food collections, contributing to an impressive 6,950kg of donations, including non-perishable food and essential items, which were vital in replenishing our stocks.

Christmas

Christmas was a particularly busy season. Our in-store collections at Tesco were exceptional, with Thornbury collecting 1,550.95kg and Golden Hill gathering 3,185.5kg of food. Combined with other Christmas period donations, we received an incredible 32 tonnes of food over two months. Thanks to this generosity and our volunteers' dedication, we distributed 241 Christmas hampers to individuals and families referred by our partner agencies. These hampers included festive treats and essential items to ensure everyone could experience the joy of the holiday season, even in challenging circumstances.

These seasonal initiatives not only provided immediate relief to those facing food insecurity but also strengthened our connections with schools, businesses, and the wider community, fostering a shared commitment to addressing food insecurity.

Staffing

Over the past year, we streamlined our staffing structure, moving from three part-time admin staff to one full-time and one part-time role, improving efficiency. As we developed our strategic plan, we identified the need to expand our team with a Campaign Coordinator and an Advice First Project Coordinator to focus on longer-term poverty reduction. These roles are planned to be filled in the next financial year. We also hired a part-time Communications and Fundraising Coordinator towards the end of the year to support our growing fundraising needs. Additionally, we maintained and expanded our partnerships with Citizens Advice Bristol and South Gloucestershire, with plans to improve the sustainability of our services by providing more consistent advice workers.



Our Christmas appeal brought in 32 tonnes of food, helping 241 families celebrate the season

Volunteers

We are powered by the dedication and hard work of over 250 volunteers who play a vital role in our operations. Their responsibilities include sorting and organising food donations, managing stock, and preparing parcels, ensuring everything runs efficiently and effectively.

Our volunteer van teams are essential to the logistics of our foodbank. They transport food from our warehouse to outlets and collect donations from key points such as supermarkets, schools, and churches. These teams comprise drivers and driver's buddies, who work together to keep food moving where it's needed most.

Additionally, volunteers support our foodbank outlets directly. They assist clients by distributing food parcels, providing a friendly and understanding presence, and signposting them to further resources and services that can help address their needs.



Our strategic plan shifts from emergency food to addressing root causes of poverty

This year, we have introduced a more robust induction and training process for all our volunteers to ensure they are fully equipped to deliver the best service. The enhanced training includes understanding safeguarding procedures,

learning about food safety standards, and developing skills in client engagement. This structured approach aims to increase the effectiveness of our volunteers while ensuring they feel confident in their roles.

Our volunteers not only keep the foodbank functioning but also foster a welcoming and supportive environment. Their efforts make a meaningful impact on individuals and families experiencing food insecurity in our community and we are so grateful for all they do!

Partnership

Over the past year, we have continued our collaborations with several food and community groups across the city to ensure we are working together effectively to tackle food insecurity. This includes close partnerships with the two other Trussell Trust food banks in the city. Bristol North West Foodbank and

South and East Bristol Foodbank, and the wider regional network. By coordinating our efforts, we aim to prevent duplication of services, share resources, and ensure we are meeting the increasing demand for food support.

Our involvement with Feeding Bristol has enabled us to be part of a broader network of organisations dedicated to alleviating food poverty in the city. Feeding Bristol's One City Food Equality Strategy focuses on addressing food inequality in the city through collaborative efforts with over 80 groups, including food banks like ours, and we're committed to supporting the goal of a food-secure city.

Our partnership with local churches where our food bank outlets are based is essential to delivering services to those in need. These churches provide vital support by offering space, volunteers, and fostering community connections. They play a key role in ensuring that food parcels reach people facing food insecurity while creating a welcoming environment. By working together, we align our goals with the mission of local churches to support and uplift vulnerable members of the community, building stronger networks of care across the region.

Sustainability

In response to the ongoing rise in demand and a decline in food donations, we have focused on building a sustainable strategy to ensure the continuity of our services. This has involved intensifying both fundraising and food-raising efforts to maintain sufficient stock for our food bank outlets and address the growing needs of our community.

To achieve this, we have engaged with local businesses, schools, and community groups to foster partnerships that support regular food contributions and financial donations. Innovative campaigns and events, such as supermarket collection drives and seasonal appeals, have also been key to keeping our shelves stocked.

Beyond food provision, we are committed to securing the financial resources necessary to sustain our wider services. This includes the financial inclusion support offered through our partnership with Citizens Advice, which provides clients with guidance on benefits, debt management, and other critical resources

to promote long-term stability. By diversifying funding streams and focusing on both immediate needs and preventative measures, we aim to build resilience into our operations and provide effective, compassionate support to those in crisis.

At the end of this financial year, we employed a Communications and Fundraising Coordinator to further strengthen our sustainability efforts. The primary remit of this role is to develop and implement strategic communications and fundraising campaigns, raise awareness of our mission, and build lasting relationships with donors and partners. This role also includes managing our online presence, creating compelling fundraising materials, and exploring new fundraising opportunities to ensure a consistent flow of support for our work. The addition of this position enhances our ability to reach a broader audience and secure the resources necessary to sustain our operations in the long term.

Strategic Planning

This year, North Bristol and South Gloucestershire Foodbank developed a strategic plan focused on ending the need for food banks. Recognising that providing emergency food is a temporary solution, the plan shifts toward addressing the root causes of food poverty, while continuing to provide high-quality emergency food services for those in immediate crisis.

The plan was shaped through extensive consultations with key stakeholders, including referral agencies, church partners, clients, staff, volunteers, and trustees. Guided by the Trussell Trust's goals of "Changing Minds, Changing Policies, and Changing Communities," the process combined feedback with data analysis to identify priority needs and foster partnerships with other organisations and community groups.

From this work, our three year strategic plan emerged: To transform NBSG Foodbank into a compassionate Advice First model, guiding individuals toward lasting solutions, fostering community hubs that extend beyond emergency food, and changing perceptions to create empathy about poverty. Our commitment to efficiency, financial stability, and strategic planning ensures that every action brings us closer to a future without the need for food banks.

To expand on this we created 6 Strategic Goals:

1 Transitioning to an "Advice First" model to make food bank use a last resort

Make food bank use a last resort by prioritising advice and support-based approaches through collaboration with referral agencies and by using community signposting, ensuring individuals seek sustainable solutions beyond immediate food aid.

2 Preventing over-reliance by providing pathways to long-term solutions

Focus on minimising dependency on the food bank by establishing pathways to long-term solutions and affordable food. This involves incorporating signposting within food banks, guiding individuals toward resources that address underlying challenges. It also includes establishing move-on food provision to give people food support for a longer time while they find solutions to the challenges causing food insecurity.

3 Transforming food bank outlets into community hubs

Work towards food bank outlets becoming community hubs, a place not only where food is distributed, but where people can come to an inclusive space with activities and services to help foster well-being and a sense of local community.

4 Ensuring the provision of appropriate food and essentials

Ensure that we are consistently providing suitable food and essential items to meet the specific needs of service users, aligning assistance with their requirements and circumstances.

5 Changing perceptions and policies to foster empathy about poverty

Join the Trussell Trust network in challenging government and societal views on poverty by actively working to change minds and instil empathy. This involves outreach, campaigns, and educational initiatives to foster a more compassionate understanding of the challenges faced by those in need.

6 Operating efficiently and effectively

Operate as an organisation in the most efficient way possible in all areas of our work, to ensure our operations are sustainable and to maximise our impact in the community. This includes a focus on financial stability, minimising risks, streamlined processes, correct staffing infrastructure and succession planning.

This plan aligns with the vision of ending the need for food banks in our region, underpinned by our Christian ethos and values of compassion, justice, community, and dignity.

Financial Review

In the year the charity received total income of £876,116, including the value of food received totalling £427,564. Expenditure for the year totalled £857,368, including food, vouchers and hampers distributed of £543,619.

At the year-end cash at bank and in hand was £711,402. Total funds were £832,373 of which £776,609 were unrestricted funds and £55,764 relates to restricted funds.

Reserves Policy

The free reserves of the charity amount to £755,216, which represents the general funds as detailed in note 13. The trustees are assessing an appropriate reserve policy, in order to match reserves to the developing strategy of client support and pathway out of food poverty, as explained in the trustees report.

The Trustees consider that there are no material uncertainties affecting the ability of the charity to continue as a going concern.

Related Party Disclosures

Mr Stewart North is also a trustee of EbeTrust and is a key management member of that charity. NBSGFB paid Ebetrust £12,348 in office rent during the period (2023: £10,058) and received a grant of £1,495 from them (2023: £750).

A Message From Our Trustees

The trustees would like to thank all those who have supported the food bank over the past year, including our dedicated staff, volunteers, donors, churches, schools, businesses, and local organizations.

Your collective contributions have been vital in helping us meet the growing demand for our services and provide crucial support to individuals and families.

Looking ahead, we are excited for the opportunities the next year brings as we continue to work together towards our shared goal of alleviating food poverty and fostering a compassionate, supportive community.

Statement of Trustees' Responsibilities

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

The law applicable to charities in England & Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the income and expenditure of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting 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; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

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 trust deed/constitution. 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.

This report was approved by the board of trustees on Jan 23 2025

Stewart North

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Stewart North
Chair of Trustees

Independent Examiners Report to the Trustees

I report to the trustees on my examination of the accounts of North Bristol and South Gloucestershire Foodbank CIO (the Charity) for the year ended 31st March 2024.

Responsibilities and basis of report

As the charity trustees of the Charity 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 Charity'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

Since the Charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

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.

Joshua Kingston

Joshua Kingston BSc, ACA
Burton Sweet Ltd, Chartered Accountants
The Clock Tower
5 Farleigh Court
Old Weston Road
Flax Bourton
Bristol BS48 1UR

Date: Jan 23 2025

NORTH BRISTOL AND SOUTH GLOUCESTERSHIRE FOODBANK CIO
STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 MARCH 2024

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
Income from:					
Donations and legacies	2	688,847	184,493	873,340	784,026
Investments		2,776	-	2,776	188
Total income		<u>691,623</u>	<u>184,493</u>	<u>876,116</u>	<u>784,214</u>
Expenditure on:					
Charitable activities	3	688,540	168,828	857,368	747,643
Total expenditure		<u>688,540</u>	<u>168,828</u>	<u>857,368</u>	<u>747,643</u>
Net income/(expenditure)	4	3,083	15,665	18,748	36,571
Transfers between funds	12	(15,858)	15,858	-	-
Net movement in funds		<u>(12,775)</u>	<u>31,523</u>	<u>18,748</u>	<u>36,571</u>
Total funds at start of year	12	789,384	24,241	813,625	777,054
Total funds at end of year	12	<u>776,609</u>	<u>55,764</u>	<u>832,373</u>	<u>813,625</u>

The Charity has no recognised gains or losses other than the results for the year as set out above.

All of the activities of the charity are classed as continuing.

The notes on pages 16 to 25 form part of these financial statements
See note 7 for fund-accounting comparative figures

NORTH BRISTOL AND SOUTH GLOUCESTERSHIRE FOODBANK CIO
BALANCE SHEET
AS AT 31 MARCH 2024

	Note	2024 £	2023 £
Fixed assets			
Tangible assets	8	21,393	30,493
		<u>21,393</u>	<u>30,493</u>
Current assets			
Stock	9	95,366	77,210
Debtors	10	7,977	49,959
Cash at bank and in hand		711,402	659,804
		<u>814,745</u>	<u>786,973</u>
Liabilities			
Creditors: amounts falling due within one year	11	(3,765)	(3,841)
Net current assets		<u>810,980</u>	<u>783,132</u>
Net assets		<u><u>832,373</u></u>	<u><u>813,625</u></u>
FUNDS			
Unrestricted funds			
General funds	13	755,216	758,891
Designated funds	13	21,393	30,493
Restricted funds	13	55,764	24,241
Total funds		<u><u>832,373</u></u>	<u><u>813,625</u></u>

These financial statements were approved by the Trustees on Jan 23 2025 and are signed on their behalf by:

Stewart North

Stewart North
Chair of Trustees

The notes on pages 16 to 25 form part of these financial statements

NORTH BRISTOL AND SOUTH GLOUCESTERSHIRE FOODBANK CIO

CASH FLOW STATEMENT

YEAR ENDED 31 MARCH 2024

	Note	2024 £	2023 £
Net cash (outflow)/inflow from operating activities	A	51,598	(7,108)
Non-operational cash flows:			
Investing activities			
Payments for tangible fixed assets		-	(33,337)
		<u>-</u>	<u>(33,337)</u>
Net cash inflow/(outflow) for the year	B	<u>51,598</u>	<u>(40,445)</u>

Cashflow Restrictions

Charity law prohibits the use of net cash inflows on any endowed or other restricted fund to offset net cash outflows on any fund outside its own objects, except on special authority. In practice, this restriction has not had any effect on cash flows for the year.

A Reconciliation of net movement in funds to net cash inflow from operating activities

	2024 £	2023 £
Statement of Financial Activities: Net movement in funds	18,748	36,571
Depreciation	9,100	9,183
Decrease in creditors: current liabilities	(76)	(20,273)
Decrease / (Increase) in debtors	41,982	(40,263)
(Increase) / Decrease in stock	(18,156)	7,674
Net cash (outflow)/inflow from operating activities	<u>51,598</u>	<u>(7,108)</u>

B Analysis of changes in cash during the year

	2024 £	2023 £	Change £
Cash at bank and in hand	<u>711,402</u>	<u>659,804</u>	<u>51,598</u>
	2023 £	2022 £	Change £
Cash at bank and in hand	<u>659,804</u>	<u>700,249</u>	<u>(40,445)</u>

The notes on pages 16 to 25 form part of these financial statements

NORTH BRISTOL AND SOUTH GLOUCESTERSHIRE FOODBANK CIO

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2024

1 Accounting policies

Accounting convention

The accounts (financial statements) have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2019.

The accounts (financial statements) have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The charity is a public benefit entity as defined under FRS102. The Trustees consider that there are no material uncertainties affecting the ability of the charity to continue as a going concern.

Income

Income from donations is included in income when these are receivable, except as follows:

- I. When donors specify that donations given to the charity must be used in future accounting periods, the income is deferred until those periods;
- II. When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred until the pre-conditions have been met.

Legacies are included on a receivable basis where charity is entitled to the income, it can be measured reliably and receipt is probable. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is not included in income but is treated as a contingent asset and disclosed if material.

Investment income is included on a receivable basis.

Donations in kind comprise donated services where the costs are measurable and the services would otherwise have to be paid for to maintain operational effectiveness.

Donations of goods are recognised on a receivable basis as donation and stock at fair value. This fair value is set at the price per kg recommended by The Trussell Trust.

Expenditure

Expenditure is recognised in the period in which it is incurred. Expenditure includes attributable VAT which cannot be recovered.

Food distributed to beneficiaries is recognised as expenditure on distribution and is valued on the same basis at the stock is recognised when received.

Raising funds

Raising funds expenditure include those costs incurred in seeking voluntary contributions, costs of goods sold and other costs which include the costs of running and participating in fundraising events and collections and cost of goods purchased for resale.

NORTH BRISTOL AND SOUTH GLOUCESTERSHIRE FOODBANK CIO

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2024

1 Accounting policies (*continued*)

Charitable Activities

Grants awarded are allocated to charitable activities.

Grants awarded are treated as expenditure and a liability in the accounts as soon as they become legal or constructive obligations. In the case of multi-year grant awards, the funding for all years is immediately recognised unless there are conditions which need to be met by the recipient to enable the release of subsequent years' funding.

Governance costs

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity. Governance costs are included within support costs.

Pension costs and other post-retirement benefits

The charity contributes to defined contribution pension schemes. Contributions payable to the charity's pension schemes are charged to the Statement of Financial Activities in the period to which they relate.

Tangible fixed assets

Fixed assets are held at cost less accumulated depreciation. Assets costing less than £1,000 are not capitalised.

Depreciation is calculated so as to write off the cost of an asset, less its estimated ultimate residual value, over the useful life of that asset as follows:

Office Equipment - 25%; straight line
Computer Equipment - 5%; straight line
Motor Vehicles - 25%; straight line
Plant & Machinery - 25%; straight line

Stock

Stocks of food are valued by weight at average retail cost per kilogram, unless this is greater than net realisable value. Cost is determined using the first-in, first-out (FIFO).

Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Bank

Cash at bank and cash in hand includes cash and short term highly liquid investments with short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Creditors

Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any trade discounts due.

NORTH BRISTOL AND SOUTH GLOUCESTERSHIRE FOODBANK CIO

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2024

1 Accounting policies (*continued*)

Fund accounting

Unrestricted funds can be used in accordance with the charitable objects at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Designated funds form part of unrestricted funds and have been identified as being for particular purposes by the Trustees. They are not restricted and can be transferred to general funds at any time at the discretion of the Trustees.

Further explanation of the nature and purpose of each fund is included in note 12 of the financial statements.

2 Income from: Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
Donations	195,770	-	195,770
Grants	27,447	184,493	211,940
Gift aid reclaimed	38,066	-	38,066
Value of food received	427,564	-	427,564
	<u>688,847</u>	<u>184,493</u>	<u>873,340</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Donations	283,979	-	283,979
Grants	12,579	41,120	53,699
Gift aid reclaimed	36,892	-	36,892
Value of food received	409,456	-	409,456
	<u>742,906</u>	<u>41,120</u>	<u>784,026</u>

NORTH BRISTOL AND SOUTH GLOUCESTERSHIRE FOODBANK CIO

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2024

3 Expenditure on: Charitable activities

	Total Funds 2024 £	Total Funds 2023 £
<i>Foodbank Activities</i>		
Value of food given out	542,755	445,751
Christmas Hampers	864	10,500
Wages	151,817	132,100
<i>Support costs</i>		
Accountancy fees	2,396	1,135
Advertising & Marketing	911	-
Bank Charges	-	2
Printing, Postage and Stationery	1,375	3,289
General Expenses	12,912	2,059
Cleaning	4,224	4,108
Gardening	538	574
Insurance	1,685	373
Light, Power, Heating	284	510
Outlet Winter Payment Grants	-	40,000
Motor expenses	3,028	8,719
IT Software and Consumables	1,672	3,761
Rent	51,977	37,258
Repairs & Maintenance	1,272	940
Staff Training	72	2,034
Pensions Costs	2,617	6,671
Subcontractor costs	63,017	32,702
Subscriptions	1,081	391
Telephone & Internet	1,003	2,911
Travel - National	(58)	32
<i>Governance costs</i>		
Depreciation Expense	9,100	9,183
Accounts preparation fees	1,884	1,760
Independent examination fee	942	880
	<u>857,368</u>	<u>747,643</u>

NORTH BRISTOL AND SOUTH GLOUCESTERSHIRE FOODBANK CIO

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2024

4 Net income/(expenditure) for the year

This is stated after charging:

		2024	2023
		£	£
Independent examiners' remuneration	- for examination services	942	880
	- for other services	1,884	1,760
Depreciation		9,100	9,183
		<u>11,926</u>	<u>11,823</u>

No Trustees have been reimbursed for their out of pocket travel expenses (2023: Nil). No Trustee received any remuneration during the year.

Aggregate donations from Trustees, key management personnel, and other related parties was £Nil (2023: £Nil).

5 Staff costs and numbers

The aggregate payroll costs were:

	2024	2023
	£	£
Wages & salaries	147,924	129,295
Social security costs	3,266	2,805
Pension contributions	2,617	6,671
	<u>153,807</u>	<u>138,771</u>

No employee received emoluments of more than £60,000.

The average weekly number of employees during the year was 9 (2023: 9), calculated on the basis of average headcount. The total employment benefits received by key management personnel, which consists of the Trustees and Foodbank managers, including employer national insurance and employer pension were £34,517 (2023: £38,415).

6 Taxation

The charity is exempt from corporation tax on its charitable activities.

NORTH BRISTOL AND SOUTH GLOUCESTERSHIRE FOODBANK CIO
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2024

7 Statement of Financial Activities comparative figures

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
For the year ended 31 March 2023			
Income from:			
Donations and legacies	742,906	41,120	784,026
Investments	188	-	188
Total income	743,094	41,120	784,214
Expenditure on:			
Charitable activities	714,941	32,702	747,643
Total expenditure	714,941	32,702	747,643
Net income/(expenditure) and net movement in funds	28,153	8,418	36,571
Total funds at start of year	761,231	15,823	777,054
Total funds at end of year	789,384	24,241	813,625

NORTH BRISTOL AND SOUTH GLOUCESTERSHIRE FOODBANK CIO

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2024

8 Tangible fixed assets

	Office Equipment £	Computer Equipment £	Motor Vehicles £	Plant & Machinery £	Total £
Cost or valuation					
At 1 April 2023	5,309	6,183	28,075	4,427	43,994
At 31 March 2024	<u>5,309</u>	<u>6,183</u>	<u>28,075</u>	<u>4,427</u>	<u>43,994</u>
Depreciation					
At 1 April 2023	3,066	491	8,520	1,424	13,501
Charge for the year	1,164	309	6,520	1,107	9,100
At 31 March 2024	<u>4,230</u>	<u>800</u>	<u>15,040</u>	<u>2,531</u>	<u>22,601</u>
Net book value					
At 31 March 2024	<u>1,079</u>	<u>5,383</u>	<u>13,035</u>	<u>1,896</u>	<u>21,393</u>
At 31 March 2023	<u>2,243</u>	<u>5,692</u>	<u>19,555</u>	<u>3,003</u>	<u>30,493</u>

9 Stock

	2024 £	2023 £
Food stocks on hand	95,366	77,210
	<u>95,366</u>	<u>77,210</u>

10 Debtors

	2024 £	2023 £
Due in less than one year:		
Prepayments and accrued income	7,873	46,505
Tax reclaimable under gift aid	104	3,454
	<u>7,977</u>	<u>49,959</u>

11 Creditors: amounts falling due within one year

	2024 £	2023 £
Accruals and deferred income	3,160	3,841
Pension scheme creditor	605	-
	<u>3,765</u>	<u>3,841</u>

NORTH BRISTOL AND SOUTH GLOUCESTERSHIRE FOODBANK CIO

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2024

12 Movement in funds

For the year ended 31 March 2024

	At 1 April 2023 £	Income £	Expenditure £	Transfers £	At 31 Mar 2024 £
Restricted funds					
Foodbank CA Bristol Advisor	24,241	-	(40,099)	15,858	-
Strategic Resources Fund	-	13,033	(8,689)	-	4,344
Feeding Bristol - Bristol Household Support Fund	-	25,854	(24,735)	-	1,119
Big Give Campaign	-	29,466	(29,466)	-	-
Community Organisations Cost of Living Fund	-	64,288	(64,288)	-	-
Foodbank CA South Glos Advisor	-	44,991	-	-	44,991
Volunteer & Trustee Development	-	6,861	(1,551)	-	5,310
	<u>24,241</u>	<u>184,493</u>	<u>(168,828)</u>	<u>15,858</u>	<u>55,764</u>
Unrestricted funds					
Tangible fixed assets	30,493	-	(9,100)	-	21,393
General funds	758,891	691,623	(679,440)	(15,858)	755,216
	<u>789,384</u>	<u>691,623</u>	<u>(688,540)</u>	<u>(15,858)</u>	<u>776,609</u>
Total funds	<u>813,625</u>	<u>876,116</u>	<u>(857,368)</u>	<u>-</u>	<u>832,373</u>

Restricted funds

Foodbank CA Bristol Advisor - The Trussell Trust Financial Inclusion Grant

Funding for the provision of an advice service by Citizen's Advice Bristol, covering full time salary and other costs related to having a food bank designated advice worker.

A transfer from general funds has been included to cover the overspend in the year.

Strategic Resources Fund - The Trussell Trust Together for Change Strategic Resources/ Planning Grant

Funding to enable NBSG Foodbank to create a strategic plan, including staff time to plan and carry out consultations with all main stakeholders in order to create a plan that is suitable, relevant and needed.

Feeding Bristol - Bristol Household Support Fund

Funding for expanding the provision of fresh food to all food bank users of all outlets of NBSG food bank, including purchasing food, buying fridges, staff employment, creation of recipe cards and cooking courses.

Big Give Campaign - Big Give Trust, Thornbury Baptist & Resound Trust

Pledges for match funding for the Big Give campaign and additional funding receiving from the Big Give campaign to match fund the pledges given by partner churches.

NORTH BRISTOL AND SOUTH GLOUCESTERSHIRE FOODBANK CIO

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2024

12 Movement in funds (*continued*)

Community Organisations Cost of Living Fund - The National Lottery Community Fund

Funding to help towards the cost of buying food for food bank, including rent for premises and staff time, and also the cost of a CA advisor salary for a Financial Inclusion project within food bank outlets.

Foodbank CA South Glos Advisor - The Trussell Trust

Funding for the provision of an advice service by Citizen's Advice South Glos, covering full time salary and other costs related to having a food bank designated advice worker and part time debt advisor.

Volunteer & Trustee Development - The Trussell Trust Together for Change

Funding to enable NBSG Foodbank to better look after and support our team of volunteers by developing a volunteer wellbeing role and required training and staff supervision, as well as enrol teams on first aid and food hygiene training to ensure all outlets are trained and compliant in these areas.

Designated funds

Tangible fixed assets - these funds represent the value of tangible fixed assets held in the Balance Sheet and are included within a separate designated fund to indicate that these funds are not available to be spent within general funds or free reserves without the sale of the assets.

For the year ended 31 March 2023

	At 1 April 2022 £	Income £	Expenditure £	Transfers £	At 31 Mar 2023 £
Restricted funds					
Foodbank CA Advisor	15,823	41,120	(32,702)	-	24,241
	<u>15,823</u>	<u>41,120</u>	<u>(32,702)</u>	<u>-</u>	<u>24,241</u>
Unrestricted funds					
Tangible fixed assets	6,339	-	(9,183)	33,337	30,493
General funds	754,892	743,094	(705,758)	(33,337)	758,891
	<u>761,231</u>	<u>743,094</u>	<u>(714,941)</u>	<u>-</u>	<u>789,384</u>
Total funds	<u>777,054</u>	<u>784,214</u>	<u>(747,643)</u>	<u>-</u>	<u>813,625</u>

NORTH BRISTOL AND SOUTH GLOUCESTERSHIRE FOODBANK CIO

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2024

13 Analysis of net assets between funds

	Restricted Funds £	Unrestricted Designated Funds £	Unrestricted General Funds £	Total £
As at 31 March 2024				
Tangible fixed assets	-	21,393	-	21,393
Other net assets	55,764	-	755,216	810,980
	<u>55,764</u>	<u>21,393</u>	<u>755,216</u>	<u>832,373</u>
As at 31 March 2023				
Tangible fixed assets	-	30,493	-	30,493
Other net assets	24,241	-	758,891	783,132
	<u>24,241</u>	<u>30,493</u>	<u>758,891</u>	<u>813,625</u>

14 Related party transactions

There are no transactions with trustees or other related parties other than those disclosed as required by the SORP elsewhere in the financial statements and disclosed on page 9 of the Trustees Annual Report.