

BRIDPORT FOOD BANK

England & Wales · Charity number 1195120

Details

Other names	CUPBOARD LOVE
Status	Registered
Legal form	CIO
Registered	2021-07-09
Register	View on the Charity Commission register

Contact

Address St Mary's Church
84 South St
Bridport
Dorset
DT6 3NW

Phone 01308424747

Email info@bridportfoodbank.org

Website bridportfoodbank.org

Activities

Objects: THE OBJECTS OF THE CIO ARE THE PREVENTION AND/OR RELIEF OF POVERTY IN BRIDPORT AND THE SURROUNDING AREA OF DORSET FOR THE PUBLIC BENEFIT, PRIMARILY THROUGH THE PROVISION OF FOOD, HYGIENE AND HOUSEHOLD PRODUCTS AND ALSO RELATED ADDITIONAL SERVICES, ASSISTANCE AND SUPPORT FOR THOSE IN NEED.

Activities: The relief of food poverty

Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** Disability, The Prevention Or Relief Of Poverty
- **Who:** Children/young People, Elderly/old People, People With Disabilities, The General Public/mankind

Geography

- Dorset

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£74,509	£70,381	-	-
2023-12-31	£89,912	£56,162	-	-
2022-12-31	£113,373	£24,257	-	-

Trustees

Name	Role	Appointed
Alison Turner		2025-09-17
James Mitchell		2024-04-06
Lisa Pinch		2024-07-17
Patricia Claire Briden		2025-01-15
Peter Wright		2021-06-30
Rev Caroline Burch		2025-09-17
Susan Clark		2023-11-01

BRIDPORT FOOD BANK

England & Wales - Charity number 1195120

Accounts



BRIDPORT FOOD BANK

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2024

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Charity Commission Registration number: 1195120

BRIDPORT FOOD BANK

**CHARITY INFORMATION
FOR THE YEAR ENDED 31 DECEMBER 2024**

TRUSTEES:

Chair: Ian Bark
Treasurer: Diane Benjamin (January to September 2024)
Lisa Pinch (from October 2024)
Canon Reverend Deborah Smith, Ex-officio
Marie Ansell
Susan Clark
Jim Mitchell (from April 2024)
Madeline Sturrock
Peter Wright

PRINCIPAL OFFICE:

St Mary's Church
84 South Street
Bridport
Dorset
DT6 3NW

REGISTERED CHARITY NUMBER:

1195120

INDEPENDENT EXAMINER:

Marcus Cridland B.A.(Hons) F.C.A.
Scott Vevers Ltd
Chartered Accountants and Registered Auditors
65 East Street
Bridport
Dorset
DT6 3LB

BANKERS:

NatWest
22 East Street
Bridport
Dorset

BRIDPORT FOOD BANK

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2024

The trustees present their report together with the financial statements of the Charity for the year ended 31 December 2024.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charity's governing document, applicable law and 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).

OUR CHARITABLE OBJECTS

The objects of the CIO are the prevention and/or relief of poverty in Bridport and the surrounding area of Dorset for the public benefit, primarily through the provision of food, hygiene and household products, but also related additional services, assistance and support for those in need.

OUR ACTIVITIES

Throughout the year, our service has provided weekly parcels of food for 3 meals a day for 3 days, including fresh bread, eggs and vegetables, and hygiene and household goods. This was offered from Bridport Youth and Community Centre every Monday from 5pm until 7pm and from St Mary's Church, Bridport every Wednesday from 11am until 1pm. During these times, we also provided a free café service, to allow food bank users to relax and chat in a safe and welcoming environment. In addition, for those who are housebound or who cannot attend at these times, we provided a home delivery service or other pick-up options.

Our Wednesday service is complemented at St. Mary's Church by Bridport Clothes Bank and by service points of Citizens Advice and First Point, a housing, health and well-being service.

Our service is generously supported by financial grants and donations, by the donation of goods by local supermarkets through the Fairshare national scheme, and by individuals using supermarket, independent shops, and other drop off points.

Beneficiaries are referred to Bridport Food Bank on the basis of need by Citizens Advice, health services and local schools. Bridport Food Bank is the only food bank in the local area registered as a charity and is the principal food bank service provider in the community.

BRIDPORT FOOD BANK

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2024

ACHIEVEMENTS AND PERFORMANCE

In 2024, the trend of a gradual rise in user numbers has continued. We distributed an average of approximately 60 parcels per week and about 50% of these support families. The content of the parcels may vary according to household size and individual needs. Overall, we support about 120 adults and children every week. Through informal interviews and surveys, we know that the practical help and emotional support we provide is essential and highly valued.

The broader economic background and inflationary pressures led to a general reduction in the donations of goods by supermarkets and individuals. This has required greater expenditure on the purchase of food, hygiene and household goods to sustain a consistent supply of parcel items. This caused a significant change to our operating model during 2024, requiring more complex purchasing and logistics systems. We continually developed and adapted our support systems to ensure a seamless, quality service to our users.

These changes have made it a challenging year for our 2 paid part-time employees and for our volunteers, and all rose to the occasion with enthusiasm. Volunteer turnover has been low and recruitment has been healthy. Our 25 volunteers are highly motivated and committed.

Our Hardship Fund, a restricted fund that is supported by a generous donation made in 2023, has continued to support households in financial hardship by providing funding for children's school clothing, basic furniture, and white goods. This discretionary fund is managed jointly with Bridport Citizens Advice.

It seems clear that a divergent trend of increasing demand and reducing donations will continue to challenge in the future. Mindful of our charitable objects, Bridport Food Bank has kept the situation under review and has continued to evolve our operating model and processes responsively to deliver a sustainable service. We have been alert to national initiatives and trends regarding food bank operations and continually evaluate potential opportunities and ideas. However, we have no current plans to radically alter our successful operating model. But we remain open-minded to change.

The trustees are confident that they have complied with their duty with regard to the Charity Commission's public benefit and general guidance.

BRIDPORT FOOD BANK

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2024

FINANCIAL REVIEW

Financial position

Total incoming resources for the year were £74,509 (2023: £89,912). Expenditure was £70,381 (2023: £56,162). Hence, net incoming funds over the year were £4,128 (2023: £33,750). Total funds at 31 December 2024 were £136,312 (2023: £132,184) including restricted funds of £20,047 (2023: £68,243).

Reserves Policy

The trustees consider the appropriate level of free reserves they should retain is between 6 and 8 months of the committed expenditure of the charity, which equates to between £30,000 - £35,000 in the general funds. This is based on the charity's size and the level of financial commitments held. The trustees aim to ensure the charity will be able to continue to fulfil its charitable objects even if there is a temporary shortfall in income or unexpected expenditure.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The Charity was registered with the Charity Commission in July 2021 and is governed by a Constitution. The Constitution was updated in July 2024 with minor corrections and amendments in accordance with Charity Commission guidance.

Trustees

The board of trustees is made up of up to 8 Trustees of which 1 will be ex-officio clergy. Up to 4 will be nominated by the Bridport Churches and up to 4 will be appointed from the wider Bridport community. The Chair will be elected by the Trustees. The names of Trustees are listed on page 1.

One trustee was appointed in April to fill a vacancy and the Treasurer, a trustee, stood down in September and was immediately replaced.

Newly appointed trustees are provided with an induction to the Charity through provision of training courses and mentoring by established trustees.

Management

The trustees meet monthly but hold additional meetings as required.

Operational management is devolved to a paid part-time Coordinator who attends trustee meetings and manages the volunteers and service sessions. An additional paid part-time employee manages Bridport Food Bank's IT, including email accounts and website.

BRIDPORT FOOD BANK

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2024

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees are required under Charity law 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 financial activities of the Charity for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable 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 proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. The Charities (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for ensuring that the Charity maintains an adequate system of internal control designed to provide reasonable assurance that assets are safeguarded against loss or unauthorised use and to prevent and detect fraud and other irregularities.

The annual report was approved by the trustees of the Charity on 18/06/2025 and signed on its behalf by:

Ian Bark

Councillor Ian Bark
Chair of Trustees

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
BRIDPORT FOOD BANK**

I report to the trustees on my examination of the accounts of Bridport Food Bank for the year ended 31 December 2024, which are set out on pages 7 to 15.

Responsibilities and basis of report

As the 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 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination 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.



M. Cridland BA(Hons) FCA
Scott Vevers Ltd
Chartered Accountants & Registered Auditors
65 East Street
Bridport, Dorset
DT6 3LB

Date: ..24/06/25..

BRIDPORT FOOD BANK
STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 DECEMBER 2024

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
Income from:					
Donations and legacies	3	57,817	5,000	62,817	86,912
Charitable activities	4	-	10,500	10,500	3,000
Investment income		1,192	-	1,192	-
Total income		<u>59,009</u>	<u>15,500</u>	<u>74,509</u>	<u>89,912</u>
Expenditure on:					
Costs of raising voluntary income	5	1,613	-	1,613	1,879
Charitable activities	6	25,072	43,696	68,768	54,283
Total expenditure		<u>26,685</u>	<u>43,696</u>	<u>70,381</u>	<u>56,162</u>
Net income		32,324	(28,196)	4,128	33,750
Gross transfers between funds		<u>20,000</u>	<u>(20,000)</u>	<u>-</u>	<u>-</u>
Net movements in funds		52,324	(48,196)	4,128	33,750
Reconciliation of funds					
Total funds brought forward		63,941	68,243	132,184	98,434
Total funds carried forward		<u><u>116,265</u></u>	<u><u>20,047</u></u>	<u><u>136,312</u></u>	<u><u>132,184</u></u>

All income and expenditure is derived from continuing activities.

The charity has no recognised gains or losses for the year other than the results above.

The notes on pages 9 to 15 form an integral part of these financial statements

BRIDPORT FOOD BANK
BALANCE SHEET AT 31 DECEMBER 2024

Charity number: 1195120

		2024		2023	
Note	£	£	£	£	£
Current assets					
Debtors	9	-		641	
Cash at bank and in hand		137,578		132,170	
		137,578		132,811	
Creditors: Amounts falling due within one year	10	(1,266)		(627)	
Net current assets			136,312		132,184
Net assets			136,312		132,184
The funds of the charity:					
Restricted funds	11		20,047		68,243
Unrestricted funds					
Designated funds	11		61,034		30,000
General fund	11		55,231		33,941
Total charity funds			136,312		132,184

Approved by the Board and signed on its behalf by:

Ian Bark
 Councillor Ian Bark - Chair of Trustees

Lisa Pinch
 Lisa Pinch - Treasurer

Date: 18/06/2025

The notes on pages 9 to 15 form an integral part of these financial statements

BRIDPORT FOOD BANK
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

1 General information

Bridport Food Bank is a charity, established as a Charitable Incorporated Organisation on 9 July 2021. The address of the registered office is provided in reference and administrative details. Details of the charity's operations are provided in the Report of the Trustees.

2 Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

Basis of preparation

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements are prepared on a going concern basis under the historical cost convention and in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011. The accounts include the results of the charity's operations which are described in the Report of the Trustees, all of which are continuing.

Accounting convention

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

Fund accounting policy

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Restricted funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Further details of each fund are disclosed in note 11.

Income

Voluntary income including donations and grants that provide core funding or are of a general nature is recognised where there is entitlement, it is more likely than not that the trustees will receive the resources and the amount can be measured with sufficient reliability. Gifts and services in kind are included at their estimated open market valuation.

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which, it has been received.

Volunteer help

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

BRIDPORT FOOD BANK
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

2 Accounting policies (continued)

Expenditure

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to the expenditure and the amount of the obligation can be measured with reasonable certainty. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Costs of raising funds are the costs associated with attracting voluntary income.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance and support costs

Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Pensions

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions are charged to the Statement of Financial Activities as they become payable in accordance with the rules of the scheme.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Debtors

Debtors (including trade debtors) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and all deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

BRIDPORT FOOD BANK

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

2 Accounting policies (continued)

Financial instruments

Classification

Financial assets and financial liabilities are recognised when the charity becomes a party to the contractual provisions of the instrument.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangement entered into. An equity instrument is any contract that evidences a residual interest in the assets of the charity after deducting all of its liabilities.

Recognition and measurement

All financial assets and liabilities are initially measured at transaction price (including transaction costs), except for those financial assets classified as at fair value through profit or loss, which are initially measured at fair value (which is normally the transaction price excluding transaction costs), unless the arrangement constitutes a financing transactions. If an arrangement constitutes a financing transaction, the financial asset or financial liability is measured at the present value of the future payments discounted at a market rate of interest for similar debt instruments.

Financial assets and liabilities are only offset in the statement of financial position when, and only when there exists a legally enforceable right to set off the recognised amounts and the charity intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously.

Financial assets are derecognised when and only when a) the contractual rights to the cash flows from the financial asset expire or are settled, b) the charity transfers to another party substantially all of the risks and rewards of ownership of the financial asset, or c) the charity, despite having retained some, but not all, significant risks and rewards of ownership, has transferred control of the asset to another party.

Financial liabilities are derecognised only when the obligation specified in the contract is discharged, cancelled or expires.

3 Income from donations and legacies

	Unrestricted Funds	Restricted Funds	Total 2024	Total 2023
	£	£	£	£
Planned giving	25,474	-	25,474	52,661
Donations and legacies	22,930	-	22,930	34,251
Gift aid recoverable	9,413	5,000	14,413	-
	<u>57,817</u>	<u>5,000</u>	<u>62,817</u>	<u>86,912</u>

4 Charitable activities

	Unrestricted Funds	Restricted Funds	Total 2024	Total 2023
	£	£	£	£
Grants	-	10,500	10,500	-
Fundraising	-	-	-	3,000
	<u>-</u>	<u>10,500</u>	<u>10,500</u>	<u>3,000</u>

BRIDPORT FOOD BANK

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

5 Costs of raising voluntary income

	Unrestricted Funds	Restricted Funds	Total 2024	Total 2023
	£	£	£	£
Publicity and fundraising costs	1,613	-	1,613	1,879
	<u>1,613</u>	<u>-</u>	<u>1,613</u>	<u>1,879</u>

6 Charitable activities

	Unrestricted Funds	Restricted Funds	Total 2024	Total 2023
	£	£	£	£
Staff costs	16,907	-	16,907	14,803
Direct costs	-	43,696	43,696	32,534
Support costs	6,542	-	6,542	6,013
Governance costs	1,623	-	1,623	933
	<u>25,072</u>	<u>43,696</u>	<u>68,768</u>	<u>54,283</u>

Staff costs

Salaries	16,894	-	16,894	14,762
Travel	13	-	13	-
Sundries	-	-	-	41
	<u>16,907</u>	<u>-</u>	<u>16,907</u>	<u>14,803</u>

Direct costs

Programme	-	43,696	43,696	32,534
	<u>-</u>	<u>43,696</u>	<u>43,696</u>	<u>32,534</u>

Support costs

Volunteer expenses	711	-	711	1,361
Office expenses	118	-	118	200
Insurance	525	-	525	504
Premises costs	5,188	-	5,188	3,948
	<u>6,542</u>	<u>-</u>	<u>6,542</u>	<u>6,013</u>

Governance costs

Meeting expenses	90	-	90	90
Payroll fees	312	-	312	276
Independent examiner's fee	1,221	-	1,221	567
	<u>1,623</u>	<u>-</u>	<u>1,623</u>	<u>933</u>

BRIDPORT FOOD BANK

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

7 Employees' remuneration

No trustees received any remuneration or expenses during the year. The costs of the remaining staff were as follows:

	2024	2023
	£	£
Wages and salaries	16,645	14,762
Social security	-	-
Pension costs	249	-
	<u>16,894</u>	<u>14,762</u>

No employee earned more than £60,000 during the period. The average full time equivalent number of staff employed by the charity during the year analysed by function was:

	2024	2023
	No.	No.
Average full time equivalent number of staff employed	1.00	1.08
The average number of staff employed (Headcount)	1	2

8 Pension commitments

The charity operates a defined contribution scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £249 (2023: £nil).

9 Debtors

	2024	2023
	£	£
Other debtor	-	641
	<u>-</u>	<u>641</u>

10 Creditors: Amounts falling due within one year

	2024	2023
	£	£
Accruals	1,266	627
	<u>1,266</u>	<u>627</u>

BRIDPORT FOOD BANK

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

11 Analysis of funds

	At 01.01.24 £	Incoming resources £	Resources expended £	Transfers £	At 31.12.24 £
Restricted Funds					
Dorset Household Fund	9,950	10,500	(18,586)	-	1,864
Hardship Fund	58,293	5,000	(25,110)	(20,000)	18,183
	<u>68,243</u>	<u>15,500</u>	<u>(43,696)</u>	<u>(20,000)</u>	<u>20,047</u>
Designated Funds					
Contingency Fund	30,000	-	-	31,034	61,034
General Funds					
Unrestricted income funds	33,941	59,009	(26,685)	(11,034)	55,231
	<u>63,941</u>	<u>59,009</u>	<u>(26,685)</u>	<u>20,000</u>	<u>116,265</u>
	<u>132,184</u>	<u>74,509</u>	<u>(70,381)</u>	<u>-</u>	<u>136,312</u>

2023	At 01.01.23 £	Incoming resources £	Resources expended £	Transfers £	At 31.12.23 £
Restricted Funds					
Dorset Household Fund	9,950	-	-	-	9,950
Hardship Fund	20,000	23,634	(5,341)	20,000	58,293
	<u>29,950</u>	<u>23,634</u>	<u>(5,341)</u>	<u>20,000</u>	<u>68,243</u>
Designated Funds					
Contingency Fund	30,000	-	-	-	30,000
General Funds					
Unrestricted income funds	38,484	66,278	(50,821)	(20,000)	33,941
	<u>68,484</u>	<u>66,278</u>	<u>(50,821)</u>	<u>(20,000)</u>	<u>63,941</u>
	<u>98,434</u>	<u>89,912</u>	<u>(56,162)</u>	<u>-</u>	<u>132,184</u>

Designated funds

Monies that have been set aside by the trustees for future development or potential but unknown crises.

Restricted funds

Monies donated during the year specifically to provide food, hygiene and household products to those in need.

BRIDPORT FOOD BANK

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

12 Net assets by fund

	Unrestricted Funds	Restricted Funds	Total 2024
	£	£	£
Current assets	117,531	20,047	137,578
Creditors: Amounts falling due within one year	(1,266)	-	(1,266)
Net assets	116,265	20,047	136,312

	Unrestricted Funds	Restricted Funds	Total 2023
	£	£	£
2023			
<i>Current assets</i>	64,568	68,243	132,811
<i>Creditors: Amounts falling due within one year</i>	(627)	-	(627)
Net assets	63,941	68,243	132,184

13 Financial instruments

	2024	2023
	£	£
Categorisation of financial instruments:		
Financial assets that are debt instrument measured at amortised cost	137,578	132,811
Financial liabilities measured at amortised cost	1,266	627

Items of income, expense, gains or losses

The total interest income for financial assets not measured at fair value through profit or loss is £1,192 (2023: £nil).

14 Related Parties

Donations in the normal course of giving have been received from related parties.

BRIDPORT FOOD BANK

England & Wales - Charity number 1195120

Accounts



BRIDPORT FOOD BANK

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2023

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Charity Commission Registration number: 1195120

BRIDPORT FOOD BANK
CHARITY INFORMATION
FOR THE YEAR ENDED 31 DECEMBER 2023

TRUSTEES:	Chair: Canon Reverend Deborah Smith, Ex-officio Treasurer: Mrs Diane Benjamin, appointed Acting Chair: Councillor Ian Bark, nominated, Bridport Town Council Mrs Marie Ansell (Community) Mr Peter Wright, nominated (Church) Mrs Madeline Sturrock, nominated (Church) Mrs Susan Clark, nominated (Church)
PRINCIPAL OFFICE:	St Mary's Church 84 South Street Bridport Dorset DT6 3NW
CORRESPONDENCE ADDRESS:	The Old Bakery Chideock Dorset DT6 6JQ
REGISTERED CHARITY NUMBER:	1195120
INDEPENDENT EXAMINER:	Marcus Cridland B.A.(Hons) F.C.A. Scott Vevers Ltd Chartered Accountants and Registered Auditors 65 East Street Bridport Dorset DT6 3LB
BANKERS:	NatWest Bridport Dorset

BRIDPORT FOOD BANK
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2023

The trustees present their report together with the financial statements of the charity for the year ended 31 December 2023.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's governing document, applicable law and 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).

Who we are and what we do

Our Charitable Objects

The objects of the CIO are the prevention and/or relief of poverty in Bridport and the surrounding area of Dorset for the public benefit, primarily through the provision of food, hygiene and household products, but also related additional services, assistance and support for those in need.

Our Activities

Our primary delivery model of food for 3 meals a day for 3 days a week, including fresh bread, eggs and vegetables is offered from St Mary's Church, Bridport every Wednesday from 10am until 1pm. An extension of this service has been offered from January 2023 based at the Bridport Youth and Community Centre on Mondays from 5pm until 7pm. In addition, for those who are housebound or who cannot attend at these times we continue to provide a home delivery service or other pick-up options.

2023 also saw a significant increase in our number of users with the regular number of 'parcels' now given out between 45 – 55 at our Wednesday session; this level increasing further to 60 – 80 in the run-up to Christmas, as those who normally stretch their six-session referral quota over several months, were coming in much more regularly. The cost of this can be seen in the increased expenditure on food and general household/hygiene goods. We have been able to sustain this activity through the steady increase in financial support from regular donations and gifts, enabling us to use the legacy funding we received in 2021/22 for additional outreach to fulfill our purposes.

Volunteers have coped well with the demands on themselves that this involves. The ethos of the charity to deal fairly and equally with all who need the service is a strong driver for all who are involved. However, the arrangements to manage the supply of food and its safe storage present a logistical as well as a financial challenge. Investment has been made in equipment and training and we acknowledge a particular debt of thanks we owe to the volunteers involved in food collection and delivery.

Our Co-Ordinator, Mrs Carrie Gamble, retired at the end of October 2023, with our grateful thanks for her leadership. The role is being reassessed and our able Assistant Co-Ordinator Mrs Sonia Maynard has taken on an acting Co-Ordinator role for an interim period.

BRIDPORT FOOD BANK

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2023

In 2023 following a generous personal donation, a Hardship Fund was set up to offer a wider range of support to households in financial hardship. The Foodbank provided matched funding from its legacy reserves. Access to this Fund is jointly managed by the Foodbank and the Citizen's Advice Bureau.

We also continue to work closely with other related organisations in the town, including the Citizens Advice Bureau, The Beacon Centre, Mental Health agencies and the wider NHS, Housing and Homeless support agencies and Child and Family support services.

A now regular and valued feature of the Wednesday session, which commenced in 2023 is the 'Clothes Bank'.

FINANCIAL REVIEW

Financial position

Total incoming resources for the year were £89,912 (2022: £123,573) and net incoming funds over the year were £33,750 (2022: £98,434). Total funds at 31 December 2023 were £132,184 (2022: £98,434) including restricted reserves of £68,243 (2022: £29,950).

In January 2024 the designated contingency fund of £30,000 was transferred into a savings account and £35,313 held in a Hardship Fund.

The right to claim HMRC Gift Aid on donations was pursued during 2023 and awarded in February 2024 with a claim backdating to July 2021.

Reserves Policy

The trustees consider the appropriate level of free reserves they should retain is between 6 and 8 months of the committed expenditure of the charity, which equates to between £30,000 - £35,000 in the general funds. This is based on the charity's size and the level of financial commitments held. The trustees aim to ensure the charity will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The charity was registered with the Charity Commission in July 2021.

Trustees

The board of trustees are made up of up to 9 Trustees of which 1 will be ex-officio clergy. Up to 4 will be nominated by the Bridport Churches and up to 4 will be taken from the wider Bridport community. The Chair will be elected by the Trustees.

There are currently 7 Trustees on the Board who served during the year. They are listed on page 1.

BRIDPORT FOOD BANK

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2023

One trustee stood down in 2023 and a replacement is being actively sought from amongst the team of volunteers.

Newly appointed trustees are provided with an induction to the charity through provision of training courses and mentoring by established trustees.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees are required under Charity law 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 financial activities of the charity for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable 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 proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. The Charities (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for ensuring that the charity maintains an adequate system of internal control designed to provide reasonable assurance that assets are safeguarded against loss or unauthorised use and to prevent and detect fraud and other irregularities.

The annual report was approved by the trustees of the charity on 1/5/24 and signed on its behalf by:



Councillor Ian Bark
Acting Chair of Trustees

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
BRIDPORT FOOD BANK**

I report to the trustees on my examination of the accounts of Bridport Food Bank for the year ended 31 December 2023, which are set out on pages 6 to 14.

Responsibilities and basis of report

As the 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 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination 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.



M. Cridland BA(Hons) FCA
Scott Vevers Ltd
Chartered Accountants & Registered Auditors
65 East Street
Bridport, Dorset
DT6 3LB

Date: 21/5/24

BRIDPORT FOOD BANK
STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 DECEMBER 2023

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
Income from:					
Donations and legacies	3	66,278	20,634	86,912	113,373
Other trading activities					
Activities for raising funds	4	-	3,000	3,000	9,950
Investment income		-	-	-	250
Total income		<u>66,278</u>	<u>23,634</u>	<u>89,912</u>	<u>123,573</u>
Expenditure on:					
Raising funds					
Costs of raising voluntary income	5	1,879	-	1,879	882
Charitable activities	6	48,942	5,341	54,283	24,257
Total expenditure		<u>50,821</u>	<u>5,341</u>	<u>56,162</u>	<u>25,139</u>
Net income		15,457	18,293	33,750	98,434
Gross transfers between funds		<u>(20,000)</u>	20,000	-	-
Net movements in funds		(4,543)	38,293	33,750	98,434
Reconciliation of funds					
Total funds brought forward		68,484	29,950	98,434	-
Total funds carried forward		<u><u>63,941</u></u>	<u><u>68,243</u></u>	<u><u>132,184</u></u>	<u><u>98,434</u></u>

All income and expenditure is derived from continuing activities.

The charity has no recognised gains or losses for the year other than the results above.

The notes on pages 8 to 14 form an integral part of these financial statements

BRIDPORT FOOD BANK
BALANCE SHEET AT 31 DECEMBER 2023

Charity number: 1195120

		2023		2022	
	Note	£	£	£	£
Current assets					
Debtors	8	641		504	
Cash at bank and in hand		<u>132,170</u>		<u>98,729</u>	
		132,811		99,233	
Creditors: Amounts falling due within one year	9	<u>(627)</u>		<u>(799)</u>	
Net current assets			<u>132,184</u>		<u>98,434</u>
Net assets			<u><u>132,184</u></u>		<u><u>98,434</u></u>
The funds of the charity:					
Restricted funds	10		68,243		29,950
Unrestricted funds					
Designated funds	10		30,000		30,000
General fund	10		<u>33,941</u>		<u>38,484</u>
Total charity funds			<u><u>132,184</u></u>		<u><u>98,434</u></u>

Approved by the Board and signed on its behalf by:

Ian Bark

Councillor Ian Bark - Acting Chair
of Trustees

Diane Benjamin

Diane Benjamin - Treasurer

Date: *1/5/2024*

The notes on pages 8 to 14 form an integral part of these financial statements

BRIDPORT FOOD BANK
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

1 General information

Bridport Food Bank is a charity, established as a Charitable Incorporated Organisation on 9 July 2021. The address of the registered office is provided in reference and administrative details. Details of the charity's operations are provided in the Report of the Trustees.

2 Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

Basis of preparation

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements are prepared on a going concern basis under the historical cost convention and in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011. The accounts include the results of the charity's operations which are described in the Report of the Trustees, all of which are continuing.

Accounting convention

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

Fund accounting policy

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Restricted funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Further details of each fund are disclosed in note 10.

Income

Voluntary income including donations and grants that provide core funding or are of a general nature is recognised where there is entitlement, it is more likely than not that the trustees will receive the resources and the amount can be measured with sufficient reliability. Gifts and services in kind are included at their estimated open market valuation.

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which, it has been received.

Volunteer help

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

BRIDPORT FOOD BANK
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

2 Accounting policies (continued)

Expenditure

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to the expenditure and the amount of the obligation can be measured with reasonable certainty. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Costs of raising funds are the costs associated with attracting voluntary income.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance and support costs

Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Debtors

Debtors (including trade debtors) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

Financial instruments

Classification

Financial assets and financial liabilities are recognised when the charity becomes a party to the contractual provisions of the instrument.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangement entered into. An equity instrument is any contract that evidences a residual interest in the assets of the charity after deducting all of its liabilities.

Recognition and measurement

All financial assets and liabilities are initially measured at transaction price (including transaction costs), except for those financial assets classified as at fair value through profit or loss, which are initially measured at fair value (which is normally the transaction price excluding transaction costs), unless the arrangement constitutes a financing transactions. If an arrangement constitutes a financing transaction, the financial asset or financial liability is measured at the present value of the future payments discounted at a market rate of interest for similar debt instruments.

Financial assets and liabilities are only offset in the statement of financial position when, and only when there exists a legally enforceable right to set off the recognised amounts and the charity intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously.

Financial assets are derecognised when and only when a) the contractual rights to the cash flows from the financial asset expire or are settled, b) the charity transfers to another party substantially all of the risks and rewards of ownership of the financial asset, or c) the charity, despite having retained some, but not all, significant risks and rewards of ownership, has transferred control of the asset to another party.

Financial liabilities are derecognised only when the obligation specified in the contract is discharged, cancelled or expires.

BRIDPORT FOOD BANK
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

3 Income from donations and legacies

	Unrestricted Funds	Restricted Funds	Total 2023	Total 2022
	£	£	£	£
Planned giving	52,661	-	52,661	26,161
Donations and legacies	13,617	20,634	34,251	87,212
	<u>66,278</u>	<u>20,634</u>	<u>86,912</u>	<u>113,373</u>

4 Activities for raising funds

	Unrestricted Funds	Restricted Funds	Total 2023	Total 2022
	£	£	£	£
Fundraising	-	3,000	3,000	9,950
	<u>-</u>	<u>3,000</u>	<u>3,000</u>	<u>9,950</u>

5 Costs of raising voluntary income

	Unrestricted Funds	Restricted Funds	Total 2023	Total 2022
	£	£	£	£
Publicity and fundraising costs	1,879	-	1,879	882
	<u>1,879</u>	<u>-</u>	<u>1,879</u>	<u>882</u>

BRIDPORT FOOD BANK
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

6 Charitable activities

	Unrestricted Funds	Restricted Funds	Total 2023	Total 2022
	£	£	£	£
Staff costs	14,803	-	14,803	8,917
Direct costs	27,193	5,341	32,534	8,078
Support costs	6,013	-	6,013	6,560
Governance costs	933	-	933	702
	<u>48,942</u>	<u>5,341</u>	<u>54,283</u>	<u>24,257</u>
<i>Direct costs</i>				
Programme	27,193	5,341	32,534	8,078
	<u>27,193</u>	<u>5,341</u>	<u>32,534</u>	<u>8,078</u>
<i>Support costs</i>				
Volunteer expenses	1,361	-	1,361	1,029
Office expenses	200	-	200	101
Insurance	504	-	504	551
Premise costs	3,948	-	3,948	4,879
	<u>6,013</u>	<u>-</u>	<u>6,013</u>	<u>6,560</u>
<i>Governance costs</i>				
Meeting expenses	90	-	90	-
Payroll fees	276	-	276	162
Independent examiner's fee	567	-	567	540
	<u>933</u>	<u>-</u>	<u>933</u>	<u>702</u>

BRIDPORT FOOD BANK
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

7 Employees' remuneration

No trustees received any remuneration or expenses during the year. The costs of the remaining staff were as follows:

	2023	2022
	£	£
Wages and salaries	14,762	8,744
Social security	-	-
Pension costs	-	-
	<u>14,762</u>	<u>8,744</u>

No employee earned more than £60,000 during the period. The average full time equivalent number of staff employed by the charity during the year analysed by function was:

	2023	2022
	No.	No.
Average full time equivalent number of staff employed	1.08	1.08
The average number of staff employed (Headcount)	2	2

8 Debtors

	2023	2022
	£	£
Prepayments and accrued income	-	504
Other debtor	641	-
	<u>641</u>	<u>504</u>

9 Creditors: Amounts falling due within one year

	2023	2022
	£	£
Taxation and social security	-	223
Accruals	627	576
	<u>627</u>	<u>799</u>

BRIDPORT FOOD BANK
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

10 Analysis of funds

	At 01.01.23 £	Incoming resources £	Resources expended £	Transfers £	At 31.12.23 £
Restricted Funds					
Dorset Household Fund	9,950	-	-	-	9,950
Hardship Fund	20,000	23,634	(5,341)	20,000	58,293
	<u>29,950</u>	<u>23,634</u>	<u>(5,341)</u>	<u>20,000</u>	<u>68,243</u>
Designated Funds					
Contingency Fund	30,000	-	-	-	30,000
General Funds					
Unrestricted income funds	38,484	66,278	(50,821)	(20,000)	33,941
	<u>68,484</u>	<u>66,278</u>	<u>(50,821)</u>	<u>(20,000)</u>	<u>63,941</u>
	<u>98,434</u>	<u>89,912</u>	<u>(56,162)</u>	<u>-</u>	<u>132,184</u>

2022	<i>Incoming resources £</i>	<i>Resources expended £</i>	<i>Transfers £</i>	<i>At 31.12.22 £</i>
Restricted Funds				
<i>Dorset Household Fund</i>	9,950	-	-	9,950
<i>Hardship Fund</i>	20,000	-	-	20,000
	<u>29,950</u>	<u>-</u>	<u>-</u>	<u>29,950</u>
Designated Funds				
<i>Contingency Fund</i>	30,000	-		30,000
General Funds				
<i>Unrestricted income funds</i>	63,623	(25,139)	-	38,484
	<u>93,623</u>	<u>(25,139)</u>	<u>-</u>	<u>68,484</u>
	<u>123,573</u>	<u>(25,139)</u>	<u>-</u>	<u>98,434</u>

Designated funds

Monies that have been set aside by the trustees for future development or potential but unknown crises.

Restricted funds

Monies donated during the year specifically to provide food, hygiene and household products to those in need.

BRIDPORT FOOD BANK
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

11 Net assets by fund

	Unrestricted Funds	Restricted Funds	Total 2023
	£	£	£
Current assets	64,568	68,243	132,811
Creditors: Amounts falling due within one year	(627)	-	(627)
Net assets	<u>63,941</u>	<u>68,243</u>	<u>132,184</u>

	Unrestricted Funds	Restricted Funds	Total 2022
	£	£	£
2022			
<i>Current assets</i>	69,283	29,950	99,233
<i>Creditors: Amounts falling due within one year</i>	(799)	-	(799)
<i>Net assets</i>	<u>68,484</u>	<u>29,950</u>	<u>98,434</u>

12 Financial instruments

	2023	2022
	£	£
Categorisation of financial instruments:		
Financial assets that are debt instrument measured at amortised cost	<u>132,811</u>	<u>98,729</u>
Financial liabilities measured at amortised cost	<u>627</u>	<u>799</u>

Items of income, expense, gains or losses

The total interest income for financial assets not measured at fair value through profit or loss is £nil (2022: £250).

BRIDPORT FOOD BANK

England & Wales - Charity number 1195120

Accounts

BRIDPORT FOOD BANK

ANNUAL REVIEW

31 December 2022



Registered Charity No. 1195120

The Bridport Food Bank, previously trading as 'Cupboard Love' is a Charitable Incorporated Organisation (CIO)

Website: <https://www.bridportfoodbank.org/>

Phone: 07443 596096

Our charitable objects

The objects of the Food Bank are the prevention and relief of poverty in Bridport and the surrounding area, for the public benefit, primarily through the provision of food, hygiene and household products, but also related, additional services, assistance and support for those in need.

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Treasurer's Report	4
Summary of Accounts	5
Further information	8

Food bank correspondence address:
The Old Bakery, Main Street, Chideock, DT6 6JQ

Food Bank Trustees:

There are three classes of trustee, all have the same rights, powers and responsibilities: an ex-officio member, up to 4 trustees nominated by the Parochial Church Council (PCC) of the parish of Bridport and up to 4 appointed trustees.

Name	Position	Date appointed	Term
Canon Deb Smith	Chair (ex-officio)	7 April 2021	As rector
Marie Ansell	appointed trustee	17 May 2023	3 years
Ian Bark	appointed trustee	17 May 2023	3 years
Diane Benjamin	appointed (Treasurer)	7 April 2021	3 years
Madeleine Sturrock	nominated trustee	16 April 2023	3 years
Peter Wright	nominated trustee	16 April 2023	3 years
Debra Bates	appointed trustee	12 May 2022	3 years

If you would like to become a Trustee, please contact the Chair of Trustees Rev Canon Deb Smith, on 01308 301457 or email: deb@bridport-team-ministry.org

If you would like to volunteer please call the Foodbank Co-ordinators Carrie or Sonia on 07443 596096

Chair of Trustees Report

On behalf of the Board of Trustees, I would like to warmly welcome you to our Annual Review for 2022.

This is the first time we have produced such a report following our establishment as an independent charity with a board of trustees in 2021. The Bridport Food Bank (formerly known as Cupboard Love) has been running for nearly 10 years, serving Bridport and the surrounding villages. It takes a lead in tackling food poverty and its consequences, providing a safe space for people to come and receive food without judgement or discrimination. Previously we were run through St Mary's, Bridport (we continue to run our main session in the church building) and have always enjoyed huge support from the town community with an exceptional team of volunteers under the capable leadership of our co-ordinator Carrie Gamble.

Our first year as an independent charity has been one of great challenge and change. Coming hard on the heels of the pandemic we're faced with the cost-of-living crisis and see its impact in the mounting numbers accessing services. To address the rising need faced by some in our community the Bridport Food Bank is planning to put in place significant, extra steps to meet the needs of the people we serve. For instance, this year we have employed a second paid worker, Sonia Maynard. As well as working in the regular Wednesday session at St Mary's Church, Sonia was researching and getting ready to set up a second session to run in the evenings in a separate venue (now running in 2023).

We also began work on establishing a hardship fund in conjunction with Bridport Town Council and Citizens' Advice. This would enable us to respond to emergency short-term needs of people facing hardship, with the hope this may equip people become more financially resilient and access further support.

I am grateful to all those who support the work of the Food Bank, for the generosity of the supermarkets and independent shops and businesses who enable us to operate; the goodwill and support we have in the town, and for the commitment of so many voluntary groups and statutory bodies whose support makes this work possible. Also to our staff, to all volunteers, supporters and donors who enable the work we do.

I'm also encouraged by the people with lived experience of hardship being willing to influence our work. By sharing their own story to raise awareness, their contribution is invaluable to our work and vision.

I thank the board of trustees, some of whom are also food bank volunteers, for their hard work, and in stepping up to the new challenges we face. Their time and talents are freely given, and critically important. We are stronger and more diverse as an independent charity. This though remains an ongoing journey and we hope to welcome new trustees to get involved in the coming year.

We know it's not right that anyone should need a food bank and we look forward to the day when the need for the distribution of emergency food ends. In the meantime, we will continue to offer help to everyone who is facing hardship with compassion and dignity while working towards a more just society where everyone can afford the essentials.

Canon Deb Smith
Chair of Trustees

Treasurer's Report

Our first priority over this first year of operation is to ensure that the purpose and the delivery of the foodbank have remained as they always were, to our users. For the trustees it has also been one of concentration on establishing our financial viability and the robustness of our working practices, independent of the Bridport Anglican parish. Independent Charity status means that we now pay rent for the church and other premises we use as storage facilities and are responsible for our staff and the recruitment and training of our team of volunteers. We have our own bank account and a responsibility to the Charity Commission and our supporters to account for how our funds are used, wisely and well.

I would like to thank sincerely our donors who give regularly by standing order, not only for their generosity but also for their faithfulness as they are the bedrock of our operation. There are also many individuals who give when they can, as well as local groups who remember the Foodbank only operates on the generosity of others and donate their fundraising contributions, large or small to us. Thank you to you all.

We could not manage without the support of our local Supermarkets and traders, especially Washingpool Farm, Morrisons, Waitrose and Lidl who provide collection points for members of the public to donate foodstuff, but also have systems for financial donations to be made through their tills, which allow us to request specific goods up to the amount donated in this way.

Being in control of our own funds has meant that we have been able to broaden the range of foodstuff we offer each week. Over the year we have established regular supplies of fresh fruit and vegetables, fresh bread and eggs which supplement the standard provision of tinned and dried produce. Baby food and childcare products, with basic toiletries, are also regularly purchased.

At the end of our first reporting period, we are now in a position to look forward with confidence to the future based on our regular income, as well as holding some financial reserves. These have accumulated primarily from past operating within the Bridport parish and we plan to use this legacy to offer a wider range of support to those in need over 2023.

Diane Benjamin
Treasurer

Summary of Accounts to December 2022

INDEPENDENT EXAMINER:

Marcus Cridland B.A.(Hons) F.C.A.
Scott Vevers Ltd
Chartered Accountants
and Registered Auditors
65 East Street
Bridport
Dorset
DT6 3LB

BANKERS:

NatWest, Bridport, Dorset
60 03 29 / Account: 79195156

The accounts have been prepared in accordance with the accounting policies and comply with the charity's governing document, applicable law and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities when preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

They refer to the thirteen month period ended 31 December 2022

Financial position

Total incoming resources for the year were £123,573 and net incoming funds were £98,434. Total funds at 31 December 2022 were £98,434 including restricted funds of £29,950 and designated funds of £30,000.00.

Reserves Policy

The trustees consider the appropriate level of free reserves they should retain is between 8 to 10 months of the committed expenditure of the charity, which equates to between, £18,000 to £22,000 in general funds. This is based on the charity's size and the level of financial commitments held. The trustees aim to ensure the charity will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure.

Independent Examiners have completed their examination and confirm that no material matters have come to their 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.

BALANCE SHEET AT 31 DECEMBER 2022

	£	£ Totals
Current Assets		
Debtors	504	
Cash at bank and in hand	98,729	
		99,233
Creditors Amounts falling due within one year	(799)	
Net Assets		98,434
 The Funds of the Charity		
Restricted Funds		
Dorset Household Fund	9,950	
Hardship Fund	20,000	
		29,950
 Unrestricted Funds		
Designated Fund (contingency)	30,000	
General Fund	38,484	
		68,484
 Total Charity Funds		 98,434

Fund Accounting Policy

Unrestricted income funds are general funds that are available for use at the Trustee's discretion in furtherance of the objectives of the charity.

Restricted Funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Income

Voluntary Income including donations and grants that provide core funding or are of a general nature is recognised where there is entitlement.

Income from Donations and Legacies

	Unrestricted Funds	Restricted Funds	Total 2022
Planned Giving	26,161	-	26,161
Donations and Legacies	67,212	20,000	87,212
	93,373	20,000	113,373

Activities for Raising Funds

Fundraising Grants	9,950	9,950
--------------------	-------	-------

Costs of raising Voluntary Income

Publicity and Fundraising		882
---------------------------	--	-----

Charitable Activities

Programme (Direct costs)		8,078
--------------------------	--	-------

Support Costs		16,179
		24,257

Support Costs

Employment costs		8,917
------------------	--	-------

Volunteer Expenses		1,029
--------------------	--	-------

Office Expenses		101
-----------------	--	-----

Insurance		551
-----------	--	-----

Premises costs		4,879
----------------	--	-------

Governance Costs

Payroll Fees	162	
--------------	-----	--

Independent Examiner's Fees	540	702
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Total		16,179
--------------	--	---------------

No trustees received any remuneration or expenses during the year.

Total Interest income for financial assets not measured at fair value through profit or loss is £250.





BRIDPORT FOOD BANK

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE THIRTEEN MONTH PERIOD ENDED

31 DECEMBER 2022

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Charity Commission Registration number: 1195120

BRIDPORT FOOD BANK

CHARITY INFORMATION

FOR THE THIRTEEN MONTH PERIOD ENDED 31 DECEMBER 2022

TRUSTEES: Chair: Canon Reverend Deborah. Smith, Ex-officio
Treasurer: Mrs Diane Benjamin, appointed
Mr Ian Bark, current Mayor of Bridport
Mrs Marie Ansell
Mr Peter Wright, nominated
Mrs Madeleine Sturrock, nominated

PRINCIPAL OFFICE: St Mary's Church
84 South Street
Bridport
Dorset
DT6 3NW

CORRESPONDENCE ADDRESS: The Old Bakery
Chideock
Dorset
DT6 6JQ

REGISTERED CHARITY NUMBER: 1195120

INDEPENDENT EXAMINER: Marcus Cridland B.A.(Hons) F.C.A.
Scott Vevers Ltd
Chartered Accountants and Registered Auditors
65 East Street
Bridport
Dorset
DT6 3LB

BANKERS: NatWest
Bridport
Dorset

BRIDPORT FOOD BANK

REPORT OF THE TRUSTEES FOR THE THIRTEEN MONTH PERIOD ENDED 31 DECEMBER 2022

The trustees present their report together with the financial statements of the charity for the year ended 31 December 2022.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's governing document, applicable law and 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).

Who we are and what we do

Our Charitable Objects

The objects of the CIO are the prevention and/or relief of poverty in Bridport and the surrounding area of Dorset for the public benefit, primarily through the provision of food, hygiene and household products, but also related additional services, assistance and support for those in need.

Our Activities

Nine years ago, under the aegis of the St Mary's Church an organization known a 'Cupboard Love' was set up. This was conceived as a short-term solution to an immediate need but has sadly become an ever expanding and ongoing lifeline.

Cupboard Love, now Bridport Food Bank, became a full registered charity in July 2021 and became independently operational on 1 January 2022.

Bridport Food Bank provides more than just food. We work in partnership with a whole range of local agencies to provide support and advice. These include the Citizen's Advice Bureau, local schools, healthcare, housing, homeless and other voluntary organisations supporting those in crisis in the Bridport area. We operate a referral system for those needing ongoing support as well as an emergency help system,

Our primary delivery model of food for 3 meals a day for 3 days a week, including fresh bread, eggs and vegetables is offered from St Mary's Church, Bridport every Wednesday from 10am until 1pm. An extension of this service will be offered from January 2023 based at the BYCC on Mondays from 5-7pm. For those who are housebound or who cannot attend at these times we provide a home delivery service or other pick-up options.

We continue to rely on donations of food from individuals and local businesses, and financial donations from many generous local people.

BRIDPORT FOOD BANK

REPORT OF THE TRUSTEES FOR THE THIRTEEN MONTH PERIOD ENDED 31 DECEMBER 2022

FINANCIAL REVIEW

Financial position

Total incoming resources for the year were £123,573 and net incoming funds were £98,434. Total funds at 31 December 2022 were £98,434 including restricted funds of £29,950 and designated funds of £30,000.

Reserves Policy

The trustees consider the appropriate level of free reserves they should retain is between 8 to 10 months of the committed expenditure of the charity, which equates to between £18,000 to £22,000 in general funds. This is based on the charity's size and the level of financial commitments held. The trustees aim to ensure the charity will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The charity was registered with the Charity Commission in July 2021.

Trustees

The board of trustees are made up of up to 9 Trustees of which 1 will be ex-officio clergy. Up to 3 will be nominated by the Bridport Churches and up to 4 will be taken from the wider Bridport community. The Chair will be elected by the Trustees.

There are currently 6 Trustees on the Board who served during the year. They are listed on page 1.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees are required under Charity law 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 financial activities of the charity for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable 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.

BRIDPORT FOOD BANK

**REPORT OF THE TRUSTEES
FOR THE THIRTEEN MONTH PERIOD ENDED 31 DECEMBER 2022**

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. The Charities (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for ensuring that the charity maintains an adequate system of internal control designed to provide reasonable assurance that assets are safeguarded against loss or unauthorised use and to prevent and detect fraud and other irregularities.

The annual report was approved by the trustees of the charity on 23/05/23 and signed on its behalf by:



Canon Reverend Deborah Smith

Chair of Trustees

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
BRIDPORT FOOD BANK**

I report to the trustees on my examination of the accounts of Bridport Food Bank for the thirteen month period ended 31 December 2022, which are set out on pages 6 to 12.

Responsibilities and basis of report

As the 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).

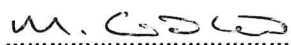
I report in respect of my examination of the Charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination 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.



M. Cridland BA(Hons) FCA

Scott Vevers Ltd

Chartered Accountants & Registered Auditors

65 East Street

Bridport, Dorset

DT6 3LB

Date: 25.05.23.

BRIDPORT FOOD BANK
STATEMENT OF FINANCIAL ACTIVITIES FOR THE THIRTEEN MONTH PERIOD ENDED 31 DECEMBER 2022

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Income from:				
Donations and legacies	3	93,373	20,000	113,373
Other trading activities				
Activities for raising funds	4	-	9,950	9,950
Investment income		250	-	250
Total income		<u>93,623</u>	<u>29,950</u>	<u>123,573</u>
Expenditure on:				
Raising funds				
Costs of raising voluntary income	5	882	-	882
Charitable activities	6	24,257	-	24,257
Total expenditure		<u>25,139</u>	<u>-</u>	<u>25,139</u>
Net income		68,484	29,950	98,434
Gross transfers between funds		-	-	-
Net movements in funds		68,484	29,950	98,434
Reconciliation of funds		<u>68,484</u>	<u>29,950</u>	<u>98,434</u>
Total funds carried forward		<u><u>68,484</u></u>	<u><u>29,950</u></u>	<u><u>98,434</u></u>

All income and expenditure is derived from continuing activities.

The charity has no recognised gains or losses for the year other than the results above.

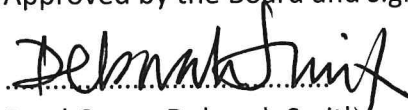
The notes on pages 8 to 12 form an integral part of these financial statements

BRIDPORT FOOD BANK
BALANCE SHEET AT 31 DECEMBER 2022

Charity number: 1195120

	2022	
Note	£	£
Current assets		
Debtors	9	504
Cash at bank and in hand		98,729
		<u>99,233</u>
Creditors: Amounts falling due within one year	10	<u>(799)</u>
Net current assets		<u>98,434</u>
Net assets		<u><u>98,434</u></u>
The funds of the charity:		
Restricted funds	11	29,950
Unrestricted funds		
Designated funds	11	30,000
General fund	11	38,484
Total charity funds		<u><u>98,434</u></u>

Approved by the Board and signed on its behalf by:



Revd Canon Deborah Smith -
Chair of Trustees



.....
Diane Benjamin - Treasurer

Date: 23.05.23.....

The notes on pages 8 to 12 form an integral part of these financial statements

1 General information

Bridport Food Bank is a charity, established as a Charitable Incorporated Organisation on 9 July 2021. The charity received donations in December 2021 and commenced operating in January 2022. The address of the registered office is provided in reference and administrative details. Details of the charity's operations are provided in the Report of the Trustees.

2 Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

Basis of preparation

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements are prepared on a going concern basis under the historical cost convention and in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011. The accounts include the results of the charity's operations which are described in the Trustees' Report, all of which are continuing.

Fund accounting policy

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Restricted funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Further details of each fund are disclosed in note 11.

Income

Voluntary income including donations and grants that provide core funding or are of a general nature is recognised where there is entitlement, it is more likely than not that the trustees will receive the resources and the amount can be measured with sufficient reliability. Gifts and services in kind are included at their estimated open market valuation.

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which, it has been received.

Volunteer help

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

2 Accounting policies (continued)**Expenditure**

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to the expenditure and the amount of the obligation can be measured with reasonable certainty. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Costs of raising funds are the costs associated with attracting voluntary income.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance and support costs

Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Debtors

Debtors (including trade debtors) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

Going Concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

3 Income from donations and legacies

	Unrestricted Funds	Restricted Funds	Total 2022
	£	£	£
Planned giving	26,161	-	26,161
Donations and legacies	67,212	20,000	87,212
	<u>93,373</u>	<u>20,000</u>	<u>113,373</u>

4 Activities for raising funds

	Unrestricted Funds	Restricted Funds	Total 2022
	£	£	£
Fundraising	-	9,950	9,950
	<u>-</u>	<u>9,950</u>	<u>9,950</u>

BRIDPORT FOOD BANK

NOTES TO THE FINANCIAL STATEMENTS FOR THE THIRTEEN MONTH PERIOD ENDED 31 DECEMBER 2022

5 Costs of raising voluntary income

	Unrestricted Funds £	Restricted Funds £	Total 2022 £
Publicity and fundraising costs	882	-	882
	<u>882</u>	<u>-</u>	<u>882</u>

6 Charitable activities

	Activities undertaken directly £	Support costs allocated £	Total 2022 £
Programme	8,078	-	8,078
Support costs	-	16,179	16,179
	<u>8,078</u>	<u>16,179</u>	<u>24,257</u>

7 Support costs

	£	Total 2022 £
Employment costs		8,917
Volunteer expenses		1,029
Office expenses		101
Insurance		551
Premise costs		4,879
Governance costs		
Payroll fees	162	
Independent examiner's fee	540	702
		<u>16,179</u>

8 Employees' remuneration

No trustees received any remuneration or expenses during the year. The costs of the remaining staff were as follows:

	2022 £
Wages and salaries	8,744
	<u>8,744</u>

No employee earned more than £60,000 during the period. The average full time equivalent number of staff employed by the charity during the year analysed by function was:

	2022 No.
Average full time equivalent number of staff employed	1.08
The average number of staff employed (Headcount)	2

BRIDPORT FOOD BANK

NOTES TO THE FINANCIAL STATEMENTS FOR THE THIRTEEN MONTH PERIOD ENDED 31 DECEMBER 2022

9 Debtors

	2022
	£
Prepayments and accrued income	504
	<u>504</u>

10 Creditors: Amounts falling due within one year

	2022
	£
Taxation and social security	223
Accruals	576
	<u>799</u>

11 Analysis of funds

	Incoming resources	Resources expended	C/Fwd 31.12.22
	£	£	£
Restricted Funds			
Dorset Household Fund	9,950	-	9,950
Hardship Fund	20,000	-	20,000
	<u>29,950</u>	<u>-</u>	<u>29,950</u>
Designated Funds			
Contingency Fund	30,000	-	30,000
General Funds			
Unrestricted income funds	63,623	(25,139)	38,484
	<u>93,623</u>	<u>(25,139)</u>	<u>68,484</u>
	<u>123,573</u>	<u>(25,139)</u>	<u>98,434</u>

Designated funds

Monies that have been set aside by the trustees for future development or potential but unknown crises.

Restricted funds

Monies donated during the year specifically to provide food, hygiene and household products to those in need.

12 Net assets by fund

	Unrestricted Funds	Restricted	Total 2022
	£	£	£
Current assets	69,283	29,950	99,233
Creditors: Amounts falling due within one year	(799)	-	(799)
Net assets	<u>68,484</u>	<u>29,950</u>	<u>98,434</u>

BRIDPORT FOOD BANK

NOTES TO THE FINANCIAL STATEMENTS FOR THE THIRTEEN MONTH PERIOD ENDED 31 DECEMBER 2022

13 Financial instruments

2022

£

Categorisation of financial instruments:

Financial assets that are debt instrument measured at amortised cost 98,729

Financial liabilities measured at amortised cost 799

Items of income, expense, gains or losses

The total interest income for financial assets not measured at fair value through profit or loss is £250.



BRIDPORT FOOD BANK

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE THIRTEEN MONTH PERIOD ENDED

31 DECEMBER 2022

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Charity Commission Registration number: 1195120

BRIDPORT FOOD BANK

CHARITY INFORMATION

FOR THE THIRTEEN MONTH PERIOD ENDED 31 DECEMBER 2022

TRUSTEES: Chair: Canon Reverend Deborah. Smith, Ex-officio
Treasurer: Mrs Diane Benjamin, appointed
Mr Ian Bark, current Mayor of Bridport
Mrs Marie Ansell
Mr Peter Wright, nominated
Mrs Madeleine Sturrock, nominated

PRINCIPAL OFFICE: St Mary's Church
84 South Street
Bridport
Dorset
DT6 3NW

CORRESPONDENCE ADDRESS: The Old Bakery
Chideock
Dorset
DT6 6JQ

REGISTERED CHARITY NUMBER: 1195120

INDEPENDENT EXAMINER: Marcus Cridland B.A.(Hons) F.C.A.
Scott Vevers Ltd
Chartered Accountants and Registered Auditors
65 East Street
Bridport
Dorset
DT6 3LB

BANKERS: NatWest
Bridport
Dorset

BRIDPORT FOOD BANK

REPORT OF THE TRUSTEES FOR THE THIRTEEN MONTH PERIOD ENDED 31 DECEMBER 2022

The trustees present their report together with the financial statements of the charity for the year ended 31 December 2022.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's governing document, applicable law and 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).

Who we are and what we do

Our Charitable Objects

The objects of the CIO are the prevention and/or relief of poverty in Bridport and the surrounding area of Dorset for the public benefit, primarily through the provision of food, hygiene and household products, but also related additional services, assistance and support for those in need.

Our Activities

Nine years ago, under the aegis of the St Mary's Church an organization known a 'Cupboard Love' was set up. This was conceived as a short-term solution to an immediate need but has sadly become an ever expanding and ongoing lifeline.

Cupboard Love, now Bridport Food Bank, became a full registered charity in July 2021 and became independently operational on 1 January 2022.

Bridport Food Bank provides more than just food. We work in partnership with a whole range of local agencies to provide support and advice. These include the Citizen's Advice Bureau, local schools, healthcare, housing, homeless and other voluntary organisations supporting those in crisis in the Bridport area. We operate a referral system for those needing ongoing support as well as an emergency help system,

Our primary delivery model of food for 3 meals a day for 3 days a week, including fresh bread, eggs and vegetables is offered from St Mary's Church, Bridport every Wednesday from 10am until 1pm. An extension of this service will be offered from January 2023 based at the BYCC on Mondays from 5-7pm. For those who are housebound or who cannot attend at these times we provide a home delivery service or other pick-up options.

We continue to rely on donations of food from individuals and local businesses, and financial donations from many generous local people.

BRIDPORT FOOD BANK

REPORT OF THE TRUSTEES FOR THE THIRTEEN MONTH PERIOD ENDED 31 DECEMBER 2022

FINANCIAL REVIEW

Financial position

Total incoming resources for the year were £123,573 and net incoming funds were £98,434. Total funds at 31 December 2022 were £98,434 including restricted funds of £29,950 and designated funds of £30,000.

Reserves Policy

The trustees consider the appropriate level of free reserves they should retain is between 8 to 10 months of the committed expenditure of the charity, which equates to between £18,000 to £22,000 in general funds. This is based on the charity's size and the level of financial commitments held. The trustees aim to ensure the charity will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The charity was registered with the Charity Commission in July 2021.

Trustees

The board of trustees are made up of up to 9 Trustees of which 1 will be ex-officio clergy. Up to 3 will be nominated by the Bridport Churches and up to 4 will be taken from the wider Bridport community. The Chair will be elected by the Trustees.

There are currently 6 Trustees on the Board who served during the year. They are listed on page 1.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees are required under Charity law 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 financial activities of the charity for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable 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.

BRIDPORT FOOD BANK

**REPORT OF THE TRUSTEES
FOR THE THIRTEEN MONTH PERIOD ENDED 31 DECEMBER 2022**

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. The Charities (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for ensuring that the charity maintains an adequate system of internal control designed to provide reasonable assurance that assets are safeguarded against loss or unauthorised use and to prevent and detect fraud and other irregularities.

The annual report was approved by the trustees of the charity on 23/05/23 and signed on its behalf by:



Canon Reverend Deborah Smith

Chair of Trustees

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
BRIDPORT FOOD BANK**

I report to the trustees on my examination of the accounts of Bridport Food Bank for the thirteen month period ended 31 December 2022, which are set out on pages 6 to 12.

Responsibilities and basis of report

As the 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).

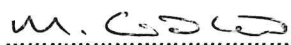
I report in respect of my examination of the Charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination 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.



M. Cridland BA(Hons) FCA

Scott Vevers Ltd

Chartered Accountants & Registered Auditors

65 East Street

Bridport, Dorset

DT6 3LB

Date: 25.05.23.

BRIDPORT FOOD BANK
STATEMENT OF FINANCIAL ACTIVITIES FOR THE THIRTEEN MONTH PERIOD ENDED 31 DECEMBER 2022

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Income from:				
Donations and legacies	3	93,373	20,000	113,373
Other trading activities				
Activities for raising funds	4	-	9,950	9,950
Investment income		250	-	250
Total income		<u>93,623</u>	<u>29,950</u>	<u>123,573</u>
Expenditure on:				
Raising funds				
Costs of raising voluntary income	5	882	-	882
Charitable activities	6	24,257	-	24,257
Total expenditure		<u>25,139</u>	<u>-</u>	<u>25,139</u>
Net income		68,484	29,950	98,434
Gross transfers between funds		-	-	-
Net movements in funds		68,484	29,950	98,434
Reconciliation of funds		<u>68,484</u>	<u>29,950</u>	<u>98,434</u>
Total funds carried forward		<u><u>68,484</u></u>	<u><u>29,950</u></u>	<u><u>98,434</u></u>

All income and expenditure is derived from continuing activities.

The charity has no recognised gains or losses for the year other than the results above.

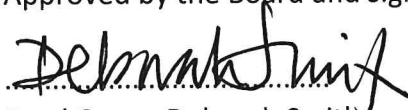
The notes on pages 8 to 12 form an integral part of these financial statements

BRIDPORT FOOD BANK
BALANCE SHEET AT 31 DECEMBER 2022

Charity number: 1195120

	2022	
Note	£	£
Current assets		
Debtors	9	504
Cash at bank and in hand		98,729
		<u>99,233</u>
Creditors: Amounts falling due within one year	10	<u>(799)</u>
Net current assets		<u>98,434</u>
Net assets		<u><u>98,434</u></u>
The funds of the charity:		
Restricted funds	11	29,950
Unrestricted funds		
Designated funds	11	30,000
General fund	11	38,484
Total charity funds		<u><u>98,434</u></u>

Approved by the Board and signed on its behalf by:



Revd Canon Deborah Smith -
Chair of Trustees



.....
Diane Benjamin - Treasurer

Date: 23.05.23.....

The notes on pages 8 to 12 form an integral part of these financial statements

1 General information

Bridport Food Bank is a charity, established as a Charitable Incorporated Organisation on 9 July 2021. The charity received donations in December 2021 and commenced operating in January 2022. The address of the registered office is provided in reference and administrative details. Details of the charity's operations are provided in the Report of the Trustees.

2 Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

Basis of preparation

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements are prepared on a going concern basis under the historical cost convention and in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011. The accounts include the results of the charity's operations which are described in the Trustees' Report, all of which are continuing.

Fund accounting policy

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Restricted funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Further details of each fund are disclosed in note 11.

Income

Voluntary income including donations and grants that provide core funding or are of a general nature is recognised where there is entitlement, it is more likely than not that the trustees will receive the resources and the amount can be measured with sufficient reliability. Gifts and services in kind are included at their estimated open market valuation.

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which, it has been received.

Volunteer help

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

2 Accounting policies (continued)**Expenditure**

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to the expenditure and the amount of the obligation can be measured with reasonable certainty. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Costs of raising funds are the costs associated with attracting voluntary income.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance and support costs

Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Debtors

Debtors (including trade debtors) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

Going Concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

3 Income from donations and legacies

	Unrestricted Funds	Restricted Funds	Total 2022
	£	£	£
Planned giving	26,161	-	26,161
Donations and legacies	67,212	20,000	87,212
	<u>93,373</u>	<u>20,000</u>	<u>113,373</u>

4 Activities for raising funds

	Unrestricted Funds	Restricted Funds	Total 2022
	£	£	£
Fundraising	-	9,950	9,950
	<u>-</u>	<u>9,950</u>	<u>9,950</u>

BRIDPORT FOOD BANK

NOTES TO THE FINANCIAL STATEMENTS FOR THE THIRTEEN MONTH PERIOD ENDED 31 DECEMBER 2022

5 Costs of raising voluntary income

	Unrestricted Funds £	Restricted Funds £	Total 2022 £
Publicity and fundraising costs	882	-	882
	<u>882</u>	<u>-</u>	<u>882</u>

6 Charitable activities

	Activities undertaken directly £	Support costs allocated £	Total 2022 £
Programme	8,078	-	8,078
Support costs	-	16,179	16,179
	<u>8,078</u>	<u>16,179</u>	<u>24,257</u>

7 Support costs

	£	Total 2022 £
Employment costs		8,917
Volunteer expenses		1,029
Office expenses		101
Insurance		551
Premise costs		4,879
Governance costs		
Payroll fees	162	
Independent examiner's fee	540	702
		<u>16,179</u>

8 Employees' remuneration

No trustees received any remuneration or expenses during the year. The costs of the remaining staff were as follows:

	2022 £
Wages and salaries	8,744
	<u>8,744</u>

No employee earned more than £60,000 during the period. The average full time equivalent number of staff employed by the charity during the year analysed by function was:

	2022 No.
Average full time equivalent number of staff employed	1.08
The average number of staff employed (Headcount)	2

BRIDPORT FOOD BANK

NOTES TO THE FINANCIAL STATEMENTS FOR THE THIRTEEN MONTH PERIOD ENDED 31 DECEMBER 2022

9 Debtors

	2022
	£
Prepayments and accrued income	504
	<u>504</u>

10 Creditors: Amounts falling due within one year

	2022
	£
Taxation and social security	223
Accruals	576
	<u>799</u>

11 Analysis of funds

	Incoming resources	Resources expended	C/Fwd 31.12.22
	£	£	£
Restricted Funds			
Dorset Household Fund	9,950	-	9,950
Hardship Fund	20,000	-	20,000
	<u>29,950</u>	<u>-</u>	<u>29,950</u>
Designated Funds			
Contingency Fund	30,000	-	30,000
General Funds			
Unrestricted income funds	63,623	(25,139)	38,484
	<u>93,623</u>	<u>(25,139)</u>	<u>68,484</u>
	<u>123,573</u>	<u>(25,139)</u>	<u>98,434</u>

Designated funds

Monies that have been set aside by the trustees for future development or potential but unknown crises.

Restricted funds

Monies donated during the year specifically to provide food, hygiene and household products to those in need.

12 Net assets by fund

	Unrestricted Funds	Restricted	Total 2022
	£	£	£
Current assets	69,283	29,950	99,233
Creditors: Amounts falling due within one year	(799)	-	(799)
Net assets	<u>68,484</u>	<u>29,950</u>	<u>98,434</u>

BRIDPORT FOOD BANK

NOTES TO THE FINANCIAL STATEMENTS FOR THE THIRTEEN MONTH PERIOD ENDED 31 DECEMBER 2022

13 Financial instruments

2022

£

Categorisation of financial instruments:

Financial assets that are debt instrument measured at amortised cost 98,729

Financial liabilities measured at amortised cost 799

Items of income, expense, gains or losses

The total interest income for financial assets not measured at fair value through profit or loss is £250.