



Taff Ely Foodbank Trustees' Report

1. Reference and Administration Details of the Charity and its Trustees

The name of the Charity is Taff Ely Foodbank. The Charity is registered with the Charities Commission – registration number **1195468**.

The main office is located in our warehouse at Unit 3, Ely Valley Business Park, Tylagarw, Pontyclun. CF72 9DZ

The Charity is currently governed by 5 Trustees:

- Gareth Saunders – Chairperson – 3 Years
 - Lorraine Delbridge – Secretary – 3 Years
 - Elizabeth Price – Treasurer - 3 Years
 - Mary West – 2 Years
 - Margaret Rogers – 1 Year
-
- Andrew Butcher – CEO

2. Governance Structure and Management

The charity was originally founded in 2010 as part of Bethel Baptist Church, Pontyclun. In 2020 we became an independent Charity. As highlighted above, we currently have 5 Trustees and a CEO. The period of appointment for each trustee is also shown above.

The 5 Trustees constitute the board of the Charity. Ordinary Trustee meetings are normally held once every 6 weeks. The current Chairperson circulates an agenda in advance of the meeting. Minutes are taken and decisions are recorded. The draft minutes of each meeting are circulated to Trustees via email after the meeting for review and amendment. The final draft of the minutes is then approved at the following Trustees' meeting.

The Charity is an affiliated member of the Trussell Trust Foodbank Network. The network has over 1300 members across the UK. The Trussell Trust operates a "social franchise" model whereby it provides individual members with the operational procedures, data services and managerial advice/support. The charity retains the power to exercise its powers, this includes the power to raise funds, buy, take on a lease or in exchange, hire or otherwise acquire property and to maintain and equip it for its use.

The Trustees have identified and reviewed the potential risks to which the Charity is exposed. Systems and procedures have been put in place to effectively manage these risks.

3. Objectives and Activities

3.1 Objectives

The Charity provides a three-day crisis hamper to individuals and families who are in crisis in the Taff Ely area of RCT. The "objectives" set out in the Charities constitution describes what the Charity sets out to achieve viz:

"The relief of poverty, hardship and distress, in particular but not exclusively by:

1. The provision of emergency food supplies to individuals and families
2. Supporting existing agencies working with the distressed and destitute by donating food in bulk."

3.2 Activities

The Charity undertakes its activities by collecting food from supermarkets, schools, churches, and individuals. The food is held in our warehouse and two 40ft container located on site. Food items are normally dried goods i.e., tinned and packet foods. They are stored in date order to minimize wastage.

Food is given to an individual or a family (the client) via the presentation of an e-voucher which has been issued by a "Distributor". A distributor is typically a statutory or charitable organisation which has been recognised and registered by the Charity as having the necessary skills and judgement to determine if an individual or a family are in crisis and needs to be given food by the Charity. Currently there are around 144 distributors, each of whom has been accredited by the Charity following dialogue.

Prior to accreditation the Distributor is given a handbook which explains their role and responsibilities. They are then entered onto our data system, where they can raise an electronic voucher (E-Voucher) for the client. Each voucher has a unique number which is then traceable through the data system.

When the client goes to one of our distribution centres to fulfil their e-voucher, they are given a quantity of food. The amount of food given will depend on the circumstances of the individual i.e., the number of people in the home plus the ages of those being fed. The list has been nutritionally balanced by a dietician. The quantity of food is given is sufficient to last for 10 meals or up to 3 days per person.

Referral agencies are encouraged to not issue more than 3 vouchers per client so that they don't become reliant on the Charity for food on an ongoing basis. The referral agency is also expected to ensure that having referred the client, that they will do all they can to work with the client to help them to deal with the crisis that they find themselves in, either by direct assistance or by signposting the individual to another agency. In exceptional circumstances, a referral agency can issue more than 3 vouchers to a particular client. However, it is expected that this will be agreed in advance with the Charity.

We also have a Support Manager now employed by the Charity to help clients with the difficulties they are facing, giving advice and signposting where necessary. They are also able to raise E-Vouchers on behalf of the client.

The charity continues to distribute food to clients from our 8 centres located throughout the Taff Ely area.

Distribution Centre Opening Times

Monday	Ebenezer Church, Talbot Green	10:30 – 12:00
Tuesday	Trealaw Christian Centre, Trealaw	11:00 – 12:30
Wednesday	St. Davids Church, Tonyrefail	13:00 – 15:00
Thursday	Bethel Baptist Church, Pontyclun	10:30 – 12:30
Friday	3D Church, Williamstown	10:30 – 12:30
	Carmel Baptist Church, Llanharan	10:00 – 12:00
Saturday	The Rock Church, Gilfach Goch	10:00 – 12:00
	Salem Church, Tonteg	10:30 – 12:00

Each of the distribution centres are operated by volunteers. The value of the assistance given to the Charity's work by the volunteers is not recognised in financial accounts. The Charity's activities are undertaken almost entirely by volunteers, nine of whom are remunerated for their efforts. The only paid employees are a full time Project Manager (CEO) working 37 hours a week who was appointed in June 2021, a part time Support Manager working 24 hours a week and they were appointed in October 2021, and a part time Warehouse operative working 12 hours a week and was appointed in September 2022.

The volunteers are numerous and provide varying skills. Consequently, it would be unrealistic to calculate the financial value of their input. Suffice it to be stated that the generosity and commitment of the volunteers are essential to the work and are greatly appreciated by the Trustees.

4. Financial review

Total income for the specified time period was £98,010. Some of this income was via food donations, which using guidance provided by Trussell Trust has been valued at £17,242. (All food received and given out was weighed on receipt or distribution, and a standard value of £2.37 per kg was applied. This value was also utilised for the value of food stock on hand at the year-end). In addition to this, the Charity has had a total cash income of £80,768,

comprising of £10,109 from individual donations, £65,065 in grants and £5,594 in donations from various organisations.

Total expenditure for the year was £79,031. Payroll was £44,184. Rent for the warehouse was £11,300, vehicle running costs were £3,056, and basic running costs were £20,491.

The balance sheet shows total assets at 31st March 2023 of £24,532

Taff-Ely Foodbank
Payments and Receipts Account
For the year ended 31st March 2023

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts				
Donations - Individuals	10,109	-	10,109	4,287
Donations - Organisations	22,836	-	22,836	63,810
Grants	22,676	42,389	65,065	11,500
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
Sub total (Gross income)	55,621	42,389	98,010	79,597
Total receipts	55,621	42,389	98,010	79,597

A3 Payments				
Payroll Costs	28,114	16,070	44,184	15,765
Vehicle Costs	3,056	-	3,056	2,995
Session Supplies	431	7,246	7,677	593
Printing	1,472	-	1,472	-
Office/General administrative costs	684	-	684	-
Professional Fees	2,239	-	2,239	420
Insurance	1,927	-	1,927	399
Rent or Lease of Buildings	10,500	-	10,500	11,300
Bank Charges	273	-	273	27
Phone Costs	1,961	-	1,961	72
Utilities	1,494	-	1,494	892
Travel Costs	716	-	716	533
Small Equipment	513	-	513	-
Advertising/Promotional	425	-	425	-
Computer Costs	400	-	400	149
Meals and Refreshments	484	-	484	2
Cleaning and Maintenance	247	-	247	-
Fuel support donation	450	-	450	-
Misc	329	-	329	26
	-	-	-	-
Sub total	55,715	23,316	79,031	33,171

**A4 Asset and investment
purchases, (see table)**

	-	-	-	
	-	-	-	
Sub total	-	-	-	-
Total payments	55,715	23,316	79,031	33,171
Net of receipts/(payments)	- 94	19,073	18,979	46,426
A5 Transfers between funds	-	-	-	-
A6 Cash funds last year end	35,322	11,103	46,426	-
Cash funds this year end	35,228.18	30,176.53	65,405	46,426

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
B1 Cash funds	Cash at bank	35,258	30,177
		-	-
		-	-
	Total cash funds	35,258	30,177

[illegible]

		-	-
		-	-

B5 Liabilities

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
HMRC Payroll liability	Unrestricted	30	
		-	
		-	
		-	
		-	

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

Signature	Print Name	Date of approval
L Delbridge	Lorraine Delbridge	5.1.24
G. Saunders	Gareth Saunders	5.1.24

Address:

1 PARC DAN Y BRYN

TONYREFAIL

CF39 8JS

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

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



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Report to the trustees/
members of

Charity Name

TAFF ELY FOODBANK

On accounts for the year
ended

2023

Charity no
(if any)

1195468

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/23.

Responsibilities and basis
of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's
statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. *Delete [] if not applicable.*

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

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

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

Signed:

J. Hares

Date:

5/1/24

Name:

Julian Hares

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