

# Trustee's Annual report for the period



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

Period start date 01/08/2023

Period end date 31/07/2024

1

Charity name- Brixham Food Bank

Charity No (if any)- 1197271

## Objectives and Activities

	<b>SORP reference</b>	
Summary of the purposes of the charity as set out in its governing document.	Para 1.17	The prevention or relief of poverty for the public benefit in Brixham and the surrounding areas through the operation of a foodbank offering food and essential toiletries and household items to individuals in financial need.
Summary of the main activities in relation to those purposes for the public benefit, in particular the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Brixham Foodbank continues to work with Torbay Food Alliance and referral partners for the provision of food parcels to those eligible. The premises 14 Brewery Lane open three afternoons a week to supply the needed goods.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit.	Para 1.18	All trustees complied with their duty to have regard to commission's public benefit guide.

## Additional information (optional)

You may choose to include further statements where relevant about:

	<b>SORP reference</b>	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	Brixham Foodbank is managed and operated solely by volunteers without whom nothing would have been achieved.
Other		

## Achievements and Performance

	<b>SORP reference</b>	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>Currently operated three afternoons a week, between 2.00pm to 4.00pm.</p> <p>Membership of Torbay Food Alliance</p> <p>Raised additional funding through individual and corporate donations and grants.</p> <p>Collect end of day and public donations through a number of supermarkets and food outlets.</p> <p>There are no paid staff.</p>

### Additional information (optional)

You may choose to include further statements where relevant about:

	<b>SORP reference</b>	
Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

	<b>SORP reference</b>	
Review of the charity's financial position at the end of the period	Para 1.21	The financial position at the end of the period was strong with £ 77,777 held in the bank and cash. There was no guaranteed income stream ongoing, and this balance allowed some breathing space in order to meet fixed costs relating to the premises.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The charity should hold in reserve sufficient funds to support its commitments (rent, utilities, etc.) this being approximately £ 15,000 annually.
Amount of reserves held	Para 1.22	£ 77,777
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

### Additional information (optional)

You may choose to include further statements where relevant about:

	<b>SORP reference</b>	
The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

## Structure, Governance and Management

<b>Description of charity's trusts:</b>	<b>SORP reference</b>	
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Election

### Additional information (optional)

You may choose to include further statements where relevant about:

	<b>SORP reference</b>	
Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

## Reference and Administrative details

Charity name	Brixham Foodbank
Other name the charity uses	
Registered charity number	1197271
Charity's principal address	14 Brewery Lane Brixham TQ5 8DT

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Elizabeth Lakey	Chair		
2	Ali Culley	Trustee		
3	Ian Webb	Treasurer		
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

## Reference and Administrative details

(cont)

Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

### Name of chief executive or names of senior staff members (Optional information)

### Exemptions from disclosure

Reason for non-disclosure of key personnel details

Other optional information

# Declarations

The trustees declare that they have approved the trustees' report above.

**Signed on behalf of the charity's trustees**

<b>Signature(s)</b>	<i>Elizabeth Lakey</i>	<i>Ian Webb</i>
<b>Full name(s)</b>	ELIZABETH LAKEY	IAN WEBB
<b>Position (eg Secretary, Chair, etc)</b>	CHAIR	TREASURER
<b>Date</b>	22/04/2025	





CHARITY COMMISSION  
FOR ENGLAND AND WALES

Brixham Food Bank

1197271

## Receipts and payments accounts

CC16a

For the period  
from

01/08/2023

To

31/07/2024

### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Donations	21,108		-	21,108	-
Torbay Food Alliance		17,145	-	17,145	-
Torbay Lottery		207	-	207	-
HMRC Charities- Gift Aid	1,664		-	1,664	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>22,772</b>	<b>17,352</b>	<b>-</b>	<b>40,124</b>	<b>-</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>22,772</b>	<b>17,352</b>	<b>-</b>	<b>40,124</b>	<b>-</b>
<b>A3 Payments</b>					
Food & Other Consumables	2,704	19,250	-	21,954	-
Client Top Ups & Other Non Food	70	2,500	-	2,570	-
Telephone	60		-	60	-
Rates & Utilities	1,200		-	1,200	-
Rent	5,100		-	5,100	-
Service Charges	687		-	687	-
Insurance	206		-	206	-
Printing, Postage and Stationery	11		-	11	-
Repairs & Housekeeping	110		-	110	-
		-	-	-	-
<b>Sub total</b>	<b>10,148</b>	<b>21,750</b>	<b>-</b>	<b>31,898</b>	<b>-</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>10,148</b>	<b>21,750</b>	<b>-</b>	<b>31,898</b>	<b>-</b>
<b>Net of receipts/(payments)</b>	<b>12,624</b>	<b>- 4,398</b>	<b>-</b>	<b>8,226</b>	<b>-</b>
<b>A5 Transfers between funds</b>					
			-	-	-
<b>A6 Cash funds last year end</b>	<b>46,153</b>	<b>23,398</b>	<b>-</b>	<b>69,551</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>58,777</b>	<b>19,000</b>	<b>-</b>	<b>77,777</b>	<b>-</b>

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank	58,648	19,000	-
	Cash in hand	129		-
		-	-	-
	<b>Total cash funds</b>	<b>58,777</b>	<b>19,000</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details			
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
		-	-	
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
		-	-	
		-	-	
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
		-		
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	Ian Arthur Webb	IAN ARTHUR WEBB	22/04/2025	



Section A

Independent Examiner's Report

Report to the trustees

Charity Name  
Brixham Food Bank

On accounts for the year  
ended

31/07/2024

Charity no  
(if any)

1197271

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 / 07 / 2024**.

Responsibilities and  
basis of report

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

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

Independent  
examiner's statement

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

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed: Rachel Thomas

Date: 23/04/2025

Name: Rachel Thomas

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

AAT

Address: 35 Hill Park Road, Brixham TQ5 9ET

Section B

Disclosure

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.**