



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1st November 2021
Period end date

Period start date To 31st October 2022

Charity name: Barton Area Food Bank

Charity registration number: 1198384

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>The relief of poverty or financial hardship in Barton-upon-Humber and the surrounding areas by providing to individuals in need (and their dependants):</p> <p>(A) food, essential toiletries and household items that they could not otherwise afford; and</p> <p>(B) such other means, including (but not limited to) the provision of support, advice or signposting to relevant information and other advisory services.</p>
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	<p>Those who are struggling to provide food and other household essentials for themselves are the primary beneficiaries of the service and they are referred to the service by a variety of professionals such as Social workers, health professionals, schools, churches and others.</p> <p>Food and other items are distributed twice weekly at the Salvation Army Church by volunteers and there is also a facility for food to be obtained in emergency at a different time. Recently we have been encouraging residents in local villages to come in and take food back with them for those in need locally.</p> <p>Food and supplies are donated by the local population in a variety of ways: for example permanent bins are sited in shops, churches and other venues and volunteers stand in the supermarket twice a year collecting over a three day period. Shops donate surplus fresh food and this is collected by volunteers and taken to the distribution centre.</p> <p>In order to provide an appropriate supply of</p>

		<p>food to the service users, it is often necessary to buy particular items to top up the food donations. Gifts of money from local people are welcomed and increasingly used to do this.</p> <p>The activities of the Food Bank benefit service users in particular but there are also benefits to the wider public which are less easy to quantify.</p> <p>Having a Food Bank in the town highlights that there are families struggling locally and those who wish to donate money or food to help those in need can do so knowing that their donations will be welcomed and used locally, safely and efficiently.</p> <p>Volunteering brings its own more personal benefits to the individual and to the team.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees have had regard to the guidance on public benefit issued by the Charity Commission including the position taken in the case of poverty charities.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
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	<p>All aspects of the Food Bank's work is undertaken by volunteers and there are no paid staff, committee members or trustees. Without this level of commitment the Food Bank would not be able to function .</p> <p>They take part in activities such as collecting food regularly from donation points round the town including in the evenings when surplus food is available; volunteers help ferrying shopping to the store or to the distribution sessions; some work sorting stores and packing the bags for the clients; some work in the distribution sessions and some behind the scenes ordering, collating, liaising and many other jobs needed even for a small concern.</p> <p>Some work can be strenuous physically while other aspects require skills appropriate to</p>

		meeting and helping people who are struggling with difficulties. They are trained to be friendly and non-judgemental, making sure that a visit to the Food Bank is a pleasant experience and not the demeaning event which some new clients dread.
Other		

Achievements and Performance

	SORP reference	
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>The Food Bank in Barton upon Humber was set up in 2012 and since that date has grown into a well- recognised service in town and the surrounding villages. The number of clients coming to the service has increased significantly as has the amount of money and supplies donated by the public.</p> <p>In the months January to October 2022, 1109 visits or return visits were made to the Food Bank representing 1754 adults and 1520 children.</p> <p>The charity has been able to service the increasing demands made on it by promoting the service to potential donors while at the same time maintaining confidentiality as to the clients.</p> <p>Over the years work has been done to ensure that members of referring agencies are aware of the food bank and how to access it so that a greater number of needy clients are identified and referred.</p> <p>This has often required persistence and determination.</p> <p>The benefit to clients who receive food for their families is self-evident and the benefit to the wider society is discussed in the above section.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<p>sought out and responding Objectives around the uptake of the service are not formally set as parameters are difficult to find.</p> <p>The number of food parcels delivered has increased over the years as the service has become known.</p> <p>Since the cost of living has risen recently there</p>
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		has been a significant increase in the number of families and single people attending the distribution sessions which would suggest that the food bank is being responsive to the increased need.
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The Food Bank holds a healthy balance in its bank account at the end of the accounting period.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>There is no policy regarding holding reserves except that the Food Bank will soon be launching an appeal to build a larger storage building which is urgently needed. £1,266 in this years surplus belongs to the beginning of that appeal.</p> <p>It is anticipated that the number of clients attending the Food Bank will increase in the future while at the same time the public may feel that they can spare less to donate. To add to this the cost of food required to top up donations is increasing and the whole service will become more expensive. The Food Bank may well need its reserves soon.</p>
Amount of reserves held	Para 1.22	Cash in bank account November 1 st £17,298
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	The charity is confident that it will remain a going concern while expecting its service to be more used and to become more expensive.

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<p>Donations to the Food Bank are almost entirely from local people or businesses whether by regular or occasional donations with the occasional grant from a body such as "groundwork".</p> <p>With the increase in service use the food store is woefully inadequate and the trustees and committee are producing plans for a larger building nearby. This will involve an appeal to local businesses and other bodies as monies given for food and supplies must be kept separately.</p>
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 than the urgent need for a larger storage facility and the funding required, the principal risk would be that donations from all sources fall at a time when the service is becoming more expensive to run. At present there is no concern

		that this will happen and reserves are good but it requires close monitoring and appropriate actions to be taken.
Other		The Food Bank provides a distribution service for two other local charities giving money to needy clients specifically to pay for gas and electricity. This fund is held by the Chairperson and records kept separately. It is referred to in this year's accounts as "restricted funds" £950

Structure, Governance and Management

Description of charity's trusts:		
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	Trustees are appointed or reappointed at the AGM by the members. One trustee will retire at each AGM and may apply for reappointment for a limited number of times. The trustees may appoint a new trustee between AGMs and this trustee will also retire at the next AGM and may be re-elected.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	<p>The first trustees were appointed less than a year ago when the new constitution was confirmed and all had been long-serving officers on the Food Bank committee. They therefore knew the charity and its functioning well. They were introduced to the roles and responsibilities of being a trustee mainly through reading and discussion of the broad literature published by the Charity Commission.</p> <p>A formal policy to include all these things will be drawn up before a new trustee is appointed.</p>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<p>Prior to becoming a Trust, the Food Bank was run by a committee and this has continued with the four trustees being part of that committee and taking formal responsibility for governance and other appropriate aspects.</p> <p>Since the current trustees are officers of the committee, they are involved very much with the day-to-day running of the service and with the volunteers</p>
Relationship with any related parties	Para 1.51	<p>When the Food Bank was formed there was interest from the local churches and this relationship has continued. Representatives from the churches have been on the committee and the Food Bank has been involved with "Churches together" initiatives such as the Homeless project.</p> <p>The Salvation Army has been particularly supportive of the Food Bank more recently, giving it a base to store and distribute food without any remuneration to them. They have also been available to offer practical support to clients whose needs fall outside the Food Bank's remit.</p>

Other		
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Reference and Administrative details

Charity name	Barton Area Food Bank
Other name the charity uses	
Registered charity number	1198384
Charity's principal address	c/o Salvation Army Church 114 Tofts Road Barton upon Humber North Lincolnshire DN18 5ET

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	Margaret Sidell	Chairperson		
2	Penelope Phillips	Store manager		
3	Susan Wind	Treasurer		
4	Janet Pemberton	Secretary		
5				Members at the AGM
6				Trustees between AGMs
7				
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11				
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15				
16				
17				
18				
19				
20				

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

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

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)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Janet Mary Pemberton	
Position (eg Secretary, Chair, etc)	Secretary	
Date	31st August 2023	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Barton Area Food Bank

No (if any)
1198384

Receipts and payments accounts

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For the period from	Period start date	To	Period end date
	1.11.2021		31.10.22

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
donations	14,952		-	14,952	12,677
Gas/electricity distribution		950	-	950	-
Groundwork grant to new store	-	1,266	-	1,266	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	14,952	2,216	-	17,168	12,677
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	14,952	2,216	-	17,168	12,677
A3 Payments					
warehouse supplies	6,680	-	-	6,680	5,709
gas/electricity for distribution	-	950	-	950	-
christmas food & vouchers,easter eggs	2,818	-	-	2,818	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	9,498	950	-	10,448	5,709
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	9,498	950	-	10,448	5,709
Net of receipts/(payments)	5,454	1,266	-	6,720	6,968
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	11,844	-	-	11,844	-
Cash funds this year end	17,298	1,266	-	18,564	-

to Pemberton

Janet M Pemberton

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	cash at bank	17,298	1,266	-
		-	-	-
		-	-	-
	Total cash funds	17,298	1,266	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
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)
	shipping container used as warehouse	unrestricted	-	-
	trolleys and other small items used to carry food etc	unrestricted	-	-
	Fridge and Freezer - donated	unrestricted	-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
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
		<i>Janet M Pemberton</i>	Janet M Pemberton	31.08 2023