



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1st November 2022
31st October 2023

Period start date
Period end date

To

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 purpose of the charity is 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>The primary beneficiaries of the Food Bank are those who are struggling to provide food and other household essentials for themselves and their families 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 household essentials 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 residents in local villages have been encouraged 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 also donate surplus</p>

		<p>fresh food and this is collected by volunteers and taken to the distribution centre.</p> <p>In order to provide an appropriate supply of 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>Donations are gratefully received from local businesses and organisations both in Barton and in the surrounding villages. These include the churches, other charities such as the Rotary Club and the Lions, schools, the local Parish Councils and several more.</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	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>The number of volunteers enrolled with the Food Bank at any time is around 40 but there is a wide range of engagement. Some take part in in-store collections for three hours twice a year while many undertake sessions in distribution or the store for around 12 hours a month and those managing the service up to 5- 10 hours a week.</p> <p>The volunteers 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 with regular shopping and ferrying this 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 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.</p>
Other		

Achievements and Performance

	SORP reference	
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<p>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.</p>	<p>Para 1.20</p>	<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>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>
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Additional information (optional)

You may choose to include further statements where relevant about:

<p>Achievements against objectives set</p>	<p>Para 1.41</p>	<p>Numerical 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>In the period 1.11.21 to 31.10.22, a total of 1344 single visits were made to the Food Bank which represented 2118 adults and 1883 children.</p> <p>In the period 1.11.22 to 31.10.23, a total of 2160 visits were made representing 3099 adults and 2267 children.</p> <p>(Note that some clients make several visits during a year)</p> <p>Since the cost of living has risen recently there 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.</p>
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		<p>The trustees and the committee are aware that it is important that needy people are welcomed to the Food Bank and are not discouraged by a range of extrinsic or intrinsic factors. This is a continual concern and one which also affects existing service users, our generous donors and the reputation of the Food Bank in the town.</p> <p>Ongoing discussion is taking place.</p>
Performance of fundraising activities against objectives set	Para 1.41	<p>During the year, a building fund was established in order to provide a larger facility for the storage and processing of donated food and other supplies. The decision was made to approach local businesses and grant-making bodies to raise the funds required and to keep the fund separate from regular funds donated for food etc.</p> <p>To date this has been successful; the project has been held up, most notably due to delays in local planning and other issues beyond our control. The project and payments will be completed in the spring of 2024 and at this stage it appears to be very likely that the amount specifically raised will cover the project costs.</p>
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. Cash in the bank account at November 1 st 2023 is £48,679. This includes £29,393 in restricted funds for the new storage building under construction.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>There is no policy regarding holding reserves at present although this will be reviewed when the new building is completed due to a new set of associated ongoing costs.</p> <p>There is however money identified with the building fund which is designated "restricted funds" in the accounts. This is shown to be £29,393 in the accounts.</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 to use more funding soon.</p>
Amount of reserves held	Para 1.22	Unrestricted cash in bank account November 1 st 2023 is £19,488.
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 used more 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>As described before, the food store had become woefully inadequate and the trustees and committee are building a larger facility nearby. This involved a successful appeal to local businesses and other bodies so that donations of money given for food and supplies would be kept separately.</p> <p>During the year ended 31 October 2023 the charity registered for Gift Aid with HMRC and a</p>
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		total of £4,111 was reclaimed although it was not fully received prior to the year end and so is not reflected as a receipt in the accounts.
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	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. When a balance of such funds is held it is included in Restricted Funds. There were no such balances at 31.10.2023 as they had all been disbursed.

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 after 1.11.23 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 current trustees were appointed 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. 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</p>

		clients whose needs fall outside the Food Bank's remit.
Other		

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				
8				
9				
10				
11				
12				
13				
14				
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	29.2.2024	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Barton Area Food Bank

No (if any)

Receipts and payments accounts

CC16a

For the period
from

02.11.2022

To

01.11.2023

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	17,467	-	-	17,467	14,952
Gas/electricity distribution	-	1,575	-	1,575	950
Funding for new store	-	33,323	-	33,323	1,266
Chair's Welfare Fund - cash	100	-	-	100	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	17,567	34,898	-	52,465	17,168
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	17,567	34,898	-	52,465	17,168
A3 Payments					
Warehouse supplies	12,737	-	-	12,737	6,680
Cash grants	170	-	-	170	-
Gas/electricity distribution	-	1,575	-	1,575	950
Christmas food and vouchers, easter eggs	2,447	-	-	2,447	2,818
New store	-	-	-	-	-
Contribution to business rates	47	-	-	47	-
Trustees' insurance	299	-	-	299	-
Mobile phone top up	10	-	-	10	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	15,710	1,575	-	17,285	10,448
A4 Asset and investment purchases, (see table)					
Materials for new store	-	5,196	-	5,196	-
	-	-	-	-	-
Sub total	-	5,196	-	5,196	-
Total payments	15,710	6,771	-	22,481	10,448
Net of receipts/(payments)	1,857	28,127	-	29,984	6,720
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	17,631	1,266	-	18,897	11,844
Cash funds this year end	19,488	29,393	-	48,881	18,564

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	201	-	-
	Bank account	19,287	29,393	-
		-	-	-
	Total cash funds	19,488	29,393	-
	(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 £
	Gift Aid to 31.10.2022	-	607	-
	Gift Aid to 31.10.2023	-	3,504	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
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	-	-
	New warehouse under construction - costs to date	restricted	5,194	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Architects fees	restricted	989	
	Warehouse base	restricted	10,000	
	Warehouse building (first payment)	restricted	7,000	
	Sundry materials	restricted	60	
		-		
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	



Nigel Coyle & Co

CHARTERED ACCOUNTANTS & BUSINESS ADVISORS

Office F12 Beverley Enterprise Centre Beck View Road Beverley HU17 0JT T: 01482 689516 E: nigel@nigelcoyle.co.uk

Dear sir/madam

Independent examiner's report to the trustees of Barton Area Food Bank

I report to the trustees on my examination of the accounts of the Barton Area Food Bank for the year ended 31 October 2023.

Responsibilities and basis of report

As the charity trustees of the Trust 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.

Nigel Coyle FCA

Office F12, Beverley Enterprise Centre, Beck View Road, Beverley, HU17 0JT

5 February 2024

