

Dunstable Foodbank

Trustee's Report and Annual accounts covering the period 1st September 2023 to 31st August 2024
Registered charity number 1198625

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Objects & Purpose of Charity

The objects of the Charity as stated in the Declaration of Trust are:

"To relieve persons in Dunstable and the surrounding areas who are in conditions of need, hardship, or distress (beneficiaries) in such ways as the Trustees from time-to-time think fit."

"In furthermore of the first object, to supply boxes to beneficiaries, either directly or through agency partners approved by the Trustees, such boxes to contain tinned and dried foods to ensure a healthy, balanced and nutritious diet for up to three days."

"To do any other thing consistent with the primary purpose of the Charity, including
(but not limited to) the provision of counselling or other advisory services."

Legal & Administration Details

The Charity was registered with the Charity Commission on 17th August 2012. The Charity became fully operational in September 2012.

Trustees:

Mr. Stuart Douglas

4 Norcott Close

Dunstable

Beds LU5 4AH

Chair

Mr. Dudley Peacham

23 Park Street

Dunstable

Beds LU6 1NL

Treasurer

Rev. Ricky Turner

83 Half Moon Lane

Dunstable

Beds LU5 4AE

Mr. David Butler

77b High Street South

Dunstable

Beds LU6 3SF

Mr. Michael Simms

74 Saywell Road

Luton

Beds LU2 0QG

Bankers:

HSBC Bank, 63 George Street, LUI 2AR

Trust Policies & Procedures

Reserves Policy:

Dunstable Foodbank will

- Maintain reserves in the General Fund at the level of at least 6 months General Fund expenditure.
- Also maintain 6 months anticipated expenditure for a van rental.

The reserves will be used at the discretion of the Trustees, to be agreed and minuted at a Trustees meeting.

The level of the reserves will be reviewed annually and minuted at a Trustees meeting.

Financial Control Policy:

The Trustees have considered the operational, financial, and strategic risks faced by the Charity. They have formulated a policy that they believe allows them to control the financial affairs of the charity in line with Charity Commission recommendations.

Risk Assessment:

The Trustees have considered the operational, financial, and strategic risks faced by the Charity. Management information is available to the Trustees to enable them to regularly monitor these risks and take appropriate mitigation measures. Public/Product Liability and Employer's Liability insurances are in place.

Staff Disciplinary and Grievance Procedure:

The Trust has no formal written staff disciplinary and grievance procedure in place.

Child Protection:

The Trust has adopted and adheres to the Child Protection Policies of the Trussell Trust.

Data Protection:

The Trust is registered with the Information Commissioner under the Data Protection Act 1998. Registration number: ZA119722

Trustee Responsibilities

The Trustees are required 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 its income for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently.
- make judgements and estimates that are reasonable and prudent.
- prepare the financial statements on the 'going concern' basis unless it is inappropriate to presume that the Charity will continue.

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 1993. They are also responsible for safeguarding the assets of the Charity and **hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.**

Trustee Report

Dunstable Food Bank started operating fully as a CIO on the 1st September 2022.

The old CUA continued as there were a few donations still being channelled into the old bank account.

During the financial year 1st Sep 2024 to 31st Aug 2025, the bank account will be closed and the charity officially closed with the Charity Commission.

Financial Statement

RECEIPTS AND PAYMENTS

2023/24 2022/23

Income	Unrestricted	Restricted	Total	Total
	£	£	£	£
Donations from churches	160	-	160	8,675
Donations from individuals	5,042	-	5,042	31,321
HMRC Gift Aid	-	-	-	-
Other Donations	850	-	850	21,911
Local Authority/Other Grants	-	-	-	16,832
Trussell Trust income	-	-	-	30,257
Credit Interest	-	-	-	255
Total Receipts:	6,052	-	6,052	108,801

Expenditure

Fixed Asset purchases	-	-	-	749
Warehouse costs	-	-	-	21,492
Vehicle Running expenses	-	-	-	4,504
Stock purchased/Fresh Food	-	-	-	1,397
Administration support	-	-	-	38,429
CAB support	-	-	-	23,113
Telephone, Postage and Internet	-	-	-	916
Donations	-	-	-	3,000
Insurances	-	-	-	998
"Short Life" equipment	-	-	-	5,647
Miscellaneous/other	60	-	60	2,085
Printing	-	-	-	917
Total Payments:	60	-	60	131,305
Net	5,992	-	5,992	22,504

Opening Balance 1st September 2023	120,906
Income	6,052
Expenditure	(60)
Transfers out to CIO	(122,661)
Closing Balance 31st August 2024	4,237

We approve these accounts and confirm that they have made available all relevant records and information for their preparation

On behalf of the Trustees

Signature

Name

Date

Signature

Name

Date

