



## Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	1st	June	2023		31 <sup>st</sup>	May	2024

### Section A

### Reference and administration details

Charity name

Caister Community Larder

Other names charity is known by

Registered charity number (if any) 1199847

Charity's principal address

The Rectory, Rectory Close

Caister-on-Sea

Postcode NR30 5EG

#### 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	David Wells	Chair		
2	Michael Doyle	Treasurer		
3	Kevin Wood			
4	Stuart Hollingsworth			
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#### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

### 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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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Initial trustees appointed in founding document, subsequent trustees appointed by the initial trustees and successors

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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## Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The relief of need through the provision of emergency supplies of food, clothing and other essentials

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

A community larder was offered, allowing beneficiaries to select a bag of goods for themselves from stocks of food and essential household goods held by the charity, for the payment of a small fee less than the value of the goods. The larder is open two days a week and also offers service users opportunities to socialise and to receive support and guidance from visiting agencies.

In addition, a foodbank was operated, providing emergency parcels of food and essentials to clients referred by partner agencies.

The trustees had regard to the guidance issued by the Charity Commission on public benefit.

#### Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Twenty volunteers worked for the charity, stocking the larder, welcoming customers to the community larder sessions, packing emergency foodbank parcels when required, collecting surplus food and donations from supermarkets and other activities necessary for the functioning of the larder and foodbank. Volunteers also undertook training in food hygiene, first aid, safeguarding, manual handling and other areas. The recruitment, training and work of volunteers were overseen by a volunteer coordinator.

**Summary of the main achievements of the charity during the year**

The year ending May 2024 has seen our first full year of operation as a Community Larder based in the Caister Community Spoon, as well as bringing us close to 2 years of operating a crisis foodbank giving out food parcels.

In relation to the foodbank parcels we have drastically reduced the amount of support required as many former users have switched to using the larder. Some weeks there are no foodbank parcels going out at all - but there are still occasions when users in crisis need that support, and then it can be vital.

While the foodbank operation has scaled down, the Community Larder has grown steadily. During the winter months we were often providing 60 bags a week over the 2 sessions. Unsurprisingly demand has tailed off during the summer with smaller energy bills, and the availability of seasonal work, but we are still averaging 44 bags a week, and in the past year have issued a total of 2,467 bags. That total has only been possible because of support from many quarters - most importantly from our volunteers who have put in many hours of work, not just at the sessions but also collecting donations, and packing bags - we owe a big debt of thanks to them and to our volunteer coordinator. We continue to receive donations from the community, some left in collecting bins in Tescos, in the Social Club, and in the parish church, and donations received from the Methodist church. We acknowledge the generous funding we receive from the Norfolk Community Foundation as one of their affordable food Hubs

## Section E Financial review

Brief statement of the charity's policy on reserves

Details of any funds materially in deficit

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

As detailed in the accounts filed with this report, the principal source of income has been grants received from the Norfolk Community Foundation. Other income is derived from the payments made by users, and from other grants received from local charities and organisations. In addition, the charity receives support in kind from local supermarkets Tesco and Lidl's.

## Section F Other optional information

## Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (eg Secretary, Chair, etc)

Date

	
David Wells	
Chair	

25/3/25

**Income & Expenditure Account for the Year Ended 31st May 2024**

	2023/24		2022/23	
	£	£	£	£
<b><u>Income</u></b>				
Donation	860		1,852	
Grant	14,490		3,570	
Sales	7,437		360	
<b><u>Total Income</u></b>		22,787		5,782
<b><u>Expenses</u></b>				
Consumables	118		14	
Stock	12,646		576	
Rent	1,200		150	
Training	603		120	
Equipment	108		652	
Insurance	168			
Labour	3,675			
Bank Charges	10			
<b><u>Total Expenses</u></b>		18,528		1,512
<b><u>Excess Income over Expenses</u></b>		4,259		4,270

**Balance Sheet as at 31st May 2024**

	2023/24		2022/23	
	£	£	£	£
<b><u>Current Assets</u></b>				
Bank Account	8,442		4,306	
Petty Cash	76		52	
Cash Float	10		10	
<b><u>Total Current Assets</u></b>		8,528		4,367
<b><u>Current Liabilities</u></b>				
Sundry Creditor		0		97
<b><u>Current Assets minus Current Liabilities</u></b>		8,528		4,270
<b><u>Represented By:</u></b>				
<b><u>Excess Income over Expenses</u></b>		8,529		4,270