

TWO RIVERS COMMUNITY PANTRY
(A Charitable Incorporated Organisation)

FINANCIAL STATEMENTS

For the period ended

31 JULY 2023

Phoenix Accountancy and Business Consultancy Limited

**Contents to the Financial Statements
For the period ended 31 July 2023**

	Page
Trustees Annual Report	3
Independent Examiners Statement	10
Receipts and Payments Account	11
Statement of Assets and Liabilities	12
Notes to the Financial Statements	13

**Trustees Annual Report
For the period ending 31 July 2023**

The Trustees present their report with the independently examined financial statements of Two Rivers Community Pantry, a Charitable Incorporated Organisation, for the period ending 31 July 2023.

The financial statements comply with the Charities Act 2011, the Constitution and Accounting and Charity Commission Guidance for Charities preparing their accounts on the Receipts and Payments basis.

Reference and Administrative Details of the Charity, its Trustees and Advisers

<u>Name of charity:</u>	Two Rivers Community Pantry
<u>Charity Registration Number:</u>	1200118
<u>Organisation Type:</u>	Charitable Incorporated Organisation
<u>Registered Address:</u>	Two Rivers Community Pantry Stanhope Street Goole East Yorkshire DN14 5BE

Trustees:

Names of Trustees who served during the period and since the period end were as follows:

Adrian Wattam
Anne Handley
Sally Murdock (resigned 16 January 2024)
Jayne Nendick (appointed 17 January 2024)

The charity is a Charitable Incorporated Organisation (foundation model). All of the Trustees are members of the Charity. If the CIO is wound up, the members of the CIO have no liability to contribute to its assets and no personal responsibility for settling its debts and liabilities.

<u>Accountancy:</u>	Phoenix Accountancy and Business Consultancy Ltd Morley's Cottage Morley's Yard Walkergate Beverley East Yorkshire HU17 9BY
---------------------	---

**Trustees Annual Report
For the period ending 31 July 2023**

Independent Examiner:

Katie Sauvage FCCA
Katie Sauvage Accountancy Services Ltd
12 Pilgrims Close
South Killingholme
North Lincolnshire
DN40 3HU

Bankers:

NatWest PLC
13 Boothferry Road
Goole
East Yorkshire
DN14 5GD

Structure, Governance and Management

Governing Document:

Two Rivers Community Pantry is a Charitable Incorporated Organisation, registered with the Charity Commission on 18th August 2022 and governed by its Constitution (CIO Foundation model).

All of the Trustees are members of the Charity. If the CIO is wound up, the members of the CIO have no liability to contribute to its assets and no personal responsibility for settling its debts and liabilities.

Recruitment and appointment of Trustees

The Trustees form the 'Executive Committee' of the charity. Every Trustee is appointed for a term of three years by a resolution passed at a properly convened meeting of the charity Trustees. In selecting individuals for appointment as charity Trustees, the current charity Trustees must have regard to the skills, knowledge and experience needed for the effective administration of the charity.

The Constitution states that there must be at least 3 charity Trustees and the maximum number of charity Trustees is 12.

Any person retiring as a charity trustee is eligible for reappointment.

A charity Trustee who has served for three consecutive terms may not be reappointed for a fourth consecutive term but may be reappointed after an interval of at least one year.

**Trustees Annual Report
For the period ending 31 July 2023**

Trustee Induction and Training:

New Trustees undergo induction training. The induction includes a discussion about the role and responsibilities of Trustees, the activities, aims and objectives of the charity, the structure of the organisation, board of Trustees, general procedures of the organisation. New Trustees are introduced to members of staff and other Trustees, and are provided with the Charity Commissions 'Roles and Responsibilities of Trustees', the Constitution, the latest statutory financial statements, Annual Report, and financial reports provided to the board of Trustees. Any additional training required by the new Trustees will be identified during induction, and may be requested at any point by new and existing Trustees, where it is considered useful to their role as Trustee.

Organisational Structure:

The board of Trustees have overall responsibility for the Charity. Trustees are aware that any conflict of interest is declared and minuted. The board holds a meeting quarterly.

The Charity has a foundation model constitution. The only voting members of the Charity are the Charity Trustees.

If the CIO is wound up, the members of the CIO have no liability to contribute to its assets and no personal responsibility for settling its debts and liabilities.

Risk Management:

The major risks, to which the charity is exposed, as identified by the Trustees, have been reviewed and systems have been established to mitigate those risks. All systems and procedures are reviewed regularly to ensure they meet charity law and our own organisations aims and objectives.

Objectives and Activities

Two Rivers Community Pantry objects are:

"The prevention or relief of poverty in Goole and the surrounding villages, by providing grants, items, and services to individuals in need and/or charities, or other organisations working to prevent or relieve poverty, in particular but not exclusively by the provision of a foodbank and community supermarket specifically for those who are in poverty to provide food which they could not otherwise afford through a lack of means."

**Trustees Annual Report
For the period ending 31 July 2023**

Main objectives for the following year:

In shaping our objectives for the following year and planning our activities, the Trustees have considered the Charity Commission's guidance on public benefit.

The main objectives for 2023/24 are:

- To continue evolving membership of the pantry to the local community
- To continue developing relationships with various agencies to support the needs of the local community
- To expand the list of suppliers who can provide food and produce either free or significantly discounted
- To evolve projects that support the local community to overcome barriers and relieve poverty.

Achievements and Performance

Review of Activities 2022/23

During the financial period we moved from operating as a project of East Riding Voluntary Action Services (ERVAS) Limited (now known as Community VISION (Voluntary Infrastructure Support Involving Organisations and Networks) CIO) to an independent CIO. This has been a learning curve for the Trustees, with developing our own governance, policies and processes. An interim payment from general unrestricted funds held by East Riding Voluntary Action Services (ERVAS) Ltd in relation to Two Rivers Community Pantry from pantry sales and provision of services has been made during the year. A further payment will be made in the next accounting period. In addition, ERVAS received and holds some restricted funds in relation to the work of Two Rivers Community Pantry for which it holds contractual obligations which it is legally responsible for complying with. ERVAS continues to work with Two Rivers Community Pantry to ensure these funds are spent in line with the requirements of the fund.

This financial period has been one of continued development in addressing food poverty in Goole and the surrounding areas.

We have continued our reach across our community, providing food and assistance to residents in the area as well as working in partnership with other local charities.

During the year our operation continued to be impacted by the cost of living crisis. The demand for emergency food remained high as well as subsidised produce from the pantry but we were able to cope thanks to the commitment of our staff and volunteers and the generous support of the community.

Our ambition is to enhance our operation and to go further to alleviate and combat the causes of poverty.

**Trustees Annual Report
For the period ending 31 July 2023**

Review of Activities 2022/23 (continued)

A major step was taken towards this year when we completed the refurbishment of the former stockroom into a warm space to support the community.

The cost of living crisis has continued to impact our community and we have seen considerable increase in those not normally requiring support, especially the escalation of the working poor. Towards the end of this financial period, we also developed a partnership with Humber Learning Consortium (HLC) for the delivery of initiatives that support beneficiaries numeracy skills and employability pathways, assisting them in day to day budgeting, and overcoming the various barriers they may have in pursuing their aspirations. This will commence delivery in the next financial period.

We have worked closely with many agencies including East Riding Voluntary Action Services (ERVAS) Ltd and members of the East Riding Food Poverty Alliance, Citizens Advice, Hull and East Yorkshire Credit Union, East Riding Adult Education, YMCA, Local Growth Team at East Riding Council, Goole Town Council and many more. We are proud to be part of a community that daily shows care and commitment to those encountering hardship, and a spirit of togetherness when times are challenging.

All of our work is carried out by a wonderful group of local volunteers who do an amazing job and the food that we distribute still comes from the local community. We must extend heartfelt thanks on behalf of the Trustees to our volunteers for their hard work, adaptability and dedication in a challenging environment. We also extend heartfelt thanks to our partner agencies, Humber Learning Consortium, local supermarkets and stores who have supported us, as well as grant aiding bodies, local churches and particularly the local community who have contributed food and finance to the Pantry to ensure its continued operation.

The Two Rivers Community Pantry board of Trustees is satisfied that in 2022/23:

- Our work reflected our aims.
- Our resources were well managed.

During the accounting period we have undertaken the following activities:

- We have continued evolving membership of the pantry to the local community
- We have continued developing relationships with various agencies to support the needs of the local community
- We have expanded the list of suppliers who can provide food and produce either free or significantly discounted
- We have started preparations for new projects that support the local community overcome barriers, i.e. Multiply and Exploring Opportunities with HLC and the development of a Warm Space
- We partnered with Goole Town Council to provide a Christmas market

Trustees Annual Report For the period ending 31 July 2023

Review of Activities 2022/23 (continued)

- We accessed funding from East Riding of Yorkshire Council Emergency Food and Essential Supplies Fund.
- We have maintained our relationship with the East Riding Food Poverty Alliance (ERFPA) and continue to be a partner on the White Goods Scheme.

Financial Review

Reserves Policy

It is the aim of the Trustees to retain six months running costs in the unrestricted general fund to ensure adequate cash flow and manage the organisation effectively.

Principal Funding Sources

See note 5 of the notes to the financial statements for a detailed explanation of the Charity's restricted funds.

Plans for Future periods

Please see main objectives for the following year.

Looking ahead, and subject to finance, we aim to undertake refurbishment of further space that will enable us to take catering produce and repurpose to into relevant portion sizes, naturally ensuring compliance with all relevant legislation.

Statement of Trustee's responsibilities

The charity Trustees are responsible for preparing a Trustees' Annual Report and financial statements in accordance with applicable law and Financial Reporting Standards. Charity law requires the charity Trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity. In line with the Charities Act 2011, the charity has elected to prepare their accounts on the Receipts and Payments basis which is an acceptable format for non-company charities with an income below £250,000. The Trustees are responsible for keeping proper accounting records that 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 2011. They are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charity's website and the information supplied to the Charity Commission. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

**Trustees Annual Report
For the period ending 31 July 2023**

Independent Examiner

Katie Sauvage FCCA was the Independent Examiner for the period ending 31 July 2023.

Statement of disclosure of information to Independent Examiner

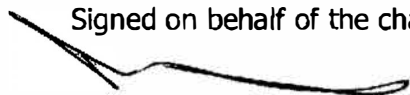
We, the Trustees of the charity who held office at the date of approval of these financial statements, each confirm so far as we are aware, that:

- there is no relevant information of which the charity's Independent Examiner is unaware; and
- we have taken all the steps that we ought to have taken as Trustees in order to make ourselves aware of any relevant information and to establish that the charity's independent examiners are aware of that information.

Trustee Declaration

The Trustees declare that they have approved the Trustees Annual Report.

Signed on behalf of the charity's Trustees



Mrs Anne Handley
Chair of the board of Trustees

Date: 29 May 2024

Independent Examiner's Report to the Members of Two Rivers Community Pantry

I report on the accounts of Two Rivers Community Pantry for the period ended 31 July 2023, which are set out on pages 11 to 17.

Responsibilities and basis of report

The charity's trustees 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 the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent Examiners Statement:

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

Katie Sauvage FCCA

Chartered Certified Accountant
Katie Sauvage Accountancy Services Ltd
12 Pilgrims Close
South Killingholme
North Lincolnshire
DN40 3HU



Date: 29 May 2024

Receipts and Payments Account
For the period ended 31 July 2023

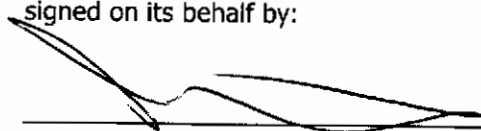
	Notes	2023 Unrestricted Funds £	2023 Restricted Funds £	2023 Total Funds £
Receipts				
Donations	1	2,621	-	2,621
Grants	2	42,883	19,129	62,012
Community Pantry Sales		85,193	-	85,193
Total Receipts		130,697	19,129	149,826
Payments				
Bank Charges		195	-	195
Cleaning and Repairs		2,106	-	2,106
Equipment	3	13,625	1,819	15,444
Events		-	5,000	5,000
Food and Essential Items		12,301	12,002	24,303
Charitable Donations		5,160	2,000	7,160
Insurance		221	-	221
Membership Fees		96	-	96
Office Costs		477	84	561
Vehicle Costs		1,106	-	1,106
Volunteer Costs	6 & 7	3,427	-	3,427
Miscellaneous		322	-	322
Total Payments		39,036	20,905	59,941
Net Surplus/(deficit)		91,661	(1,776)	89,885
Monetary funds brought forward		-	-	-
Monetary funds transferred from East Riding Voluntary Action Services (ERVAS) Ltd	4	22,888	-	22,888
Monetary funds carried forward	5	114,549	(1,776)	112,773

The notes on pages 13 to 17 form part of these financial statements.

**Statement of Assets and Liabilities
As at 31 July 2023**

		2023
		£
Monetary Assets		
Current Account		106,945
Sum-up Account		379
Cash in Hand		5,449
Total Monetary Assets		112,773
Comprising:		
Unrestricted Funds		114,549
Restricted Funds	5	(1,776)
		<u>112,773</u>
Non-Monetary Assets and Liabilities		3
Fixed Assets for the Charity's use (at cost)		
Equipment		16,100
ICT Equipment		2,187
Vehicle		10,001
Fixtures and Fittings		11,994
		<u>40,282</u>
Debtors		
Trade Debtors		2,951
Funding paid in arrears		5,897
ERVAS fund transfer		9,016
		<u>17,864</u>
Creditors		
Trade Creditors		1,151
Accruals		3,110
		<u>4,261</u>

These financial statements were approved by the committee on 29/5/2024 and signed on its behalf by:



Anne Handley, Chair of Trustees

The notes on pages 13 to 17 form part of these financial statements.

Notes to the Financial Statements For the period ended 31 July 2023

1. Accounting policies

1.1. Basis of Preparation

The charity have prepared their accounts on the Receipts and Payments basis in line with Charity Commission guidance. This is an acceptable format for a non-company charity with an income below £250,000.

This is the first period of operation of the charity which was registered as a CIO on 18 August 2022. Prior to this, the activities were operating as part of East Riding Voluntary Action Services (ERVAS) Ltd. A transfer of assets both physical and monetary was made to the charity in the financial period, further transfers were made after the period end.

As this is the first accounting period of the charity the accounts show no comparative figures.

1.2. Going Concern

The Trustees consider the Charity to be a going concern. The accounts have been prepared on this basis.

1.3. Fund accounting

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors. Restricted funds are accounted for separately to each other and to the core funding of the Charity.

General funds are unrestricted funds which are available for use at the discretion of the trustees in the furtherance of the general objectives of the charity and which have not been designated for other purposes.

2. Grants received

Donor	2023 Unrestricted Funds	2023 Restricted Funds	2023 Total Funds
East Riding of Yorkshire Council	-	15,000	15,000
East Riding Voluntary Action Services (ERVAS) Ltd	42,883	4,129	47,012
	<u>42,883</u>	<u>19,129</u>	<u>62,012</u>

**Notes to the Financial Statements
For the period ended 31 July 2023**

3. Equipment

Equipment – Receipts and Payments Account	2023 Unrestricted Funds	2023 Restricted Funds	2023 Total Funds
Equipment capitalised for charity use	13,585	919	14,504
Equipment leased	40	-	40
Equipment for distribution to beneficiaries	-	900	900
	<u>13,625</u>	<u>1,819</u>	<u>15,444</u>

Equipment – Statement of Assets and Liabilities – at historical cost	Equipment	ICT Equipment	Vehicles	Fixtures and Fittings	Total
Balance at 18 August 2022					
Equipment capitalised in period	2,529	1,470	10,001	504	14,504
Equipment transferred from East Riding Voluntary Action Services (ERVAS) Ltd	13,571	717	-	11,490	25,778
	<u>16,100</u>	<u>2,187</u>	<u>10,001</u>	<u>11,994</u>	<u>40,282</u>

The charity maintains a fixed asset register.

4. Transfer from East Riding Voluntary Action Services (ERVAS) Ltd

Two Rivers Community Pantry registered as a Charitable Incorporated Organisation (CIO) with the Charity Commission (charity number: 1200118) on 18 August 2022. Prior to registration, Two Rivers Community Pantry was operating as a project of East Riding Voluntary Action Services (ERVAS) Ltd (charity number: 1121190).

A transfer of assets both physical and monetary was made to the charity in the financial period, further transfers were made after the period end.

Transfer from East Riding Voluntary Action Services (ERVAS) Ltd	2023 Unrestricted Funds	2023 Restricted Funds	2023 Total Funds
Monetary Assets transferred	22,888	-	22,888
Fixed assets transferred (at historical cost)	25,778	-	25,778

Notes to the Financial Statements
For the period ended 31 July 2023

4. Transfer from East Riding Voluntary Action Services (ERVAS) Ltd (continued)

All restricted grants received and held by East Riding Voluntary Action Services (ERVAS) Ltd relating to the work of Two Rivers Community Pantry have not been transferred to Two Rivers Community Pantry as ERVAS has contractual and legal obligations. Two Rivers Community Pantry continues to work with ERVAS to ensure that these funds are spent in line with the requirements of the fund.

5. Restricted Funds

	Balance at 18 August 2022	Movement in Resources			Balance at 31 July 2023
		Receipts	Payments	Transfers	
ERYC – Christmas Market	-	5,000	(5,000)	-	-
ERYC – Emergency Food and Essential Supplies	-	10,000	(5,880)		4,120
ERVAS – Emergency Food and Essential supplies	-	3,229	(8,122)	-	(4,893)
ERVAS – White Goods	-	900	(900)	-	-
HLC – Multiply	-	-	(1,003)	-	(1,003)
	-	19,129	(20,905)	-	(1,776)

A brief description of each of the Restricted Funds is given below:

ERYC – Christmas Market

Restricted funding was provided by East Riding of Yorkshire Council for a Christmas market in Goole. Two Rivers Community Pantry worked in partnership with Goole Town Council to organise and provide a Christmas market.

ERYC – Emergency Food and Essential Supplies

Restricted funding was provided by East Riding of Yorkshire Council for emergency food and essential supplies to support people in need.

ERVAS – Emergency Food and Essential Supplies

Restricted funding was provided by East Riding Voluntary Action Services (ERVAS) Ltd from a restricted fund held on behalf of Two Rivers Community Pantry. These funds were originally received from East Riding of Yorkshire Council. This is being paid to Two Rivers Community Pantry in arrears on receipt of an invoice and evidence of spend. At the period end there is an outstanding amount due to Two Rivers Community Pantry, this has been paid in the next accounting period.

Notes to the Financial Statements For the period ended 31 July 2023

5. Restricted funds (continued)

ERVAS – White Goods

Restricted funding was provided by East Riding Voluntary Action Services (ERVAS) Ltd as lead partner on the White Goods project, funded by East Riding of Yorkshire Council.

Two Rivers Community Pantry is a partner on this project. Referrals of people in need of large white goods are sent from partners to the lead partner who provides these items. In addition, partners are provided with funds to purchase small white goods such as air fryers and slow cookers.

HLC - Multiply

Restricted funding was provided by Humber Learning Consortium as lead partner on the Multiply Project, funded by National Government through East Riding of Yorkshire Council.

Two Rivers Community Pantry is a partner on this project providing numeracy skills to people accessing its services.

This is being paid to Two Rivers Community Pantry in arrears on receipt of monitoring reports. At the period end there is an outstanding amount due to Two Rivers Community Pantry, this has been paid in the next accounting period.

6. Trustee Remuneration

No remuneration directly or indirectly out of the funds of the Charity was paid or payable for the period to any trustee.

There was reimbursement of travel expenses amounting to £754 paid to 2 trustees during the financial period.

7. Related Party Transactions

During the financial period the Charity had the following related party transactions with individuals and organisations known to be connected to the Trustees.

Individual	Related Party	Nature of service	Amount
Ronia Cronin	Anne Handley	Volunteer Expenses	£ 900 (payments)

Ronia Cronin is a volunteer of Two Rivers Community Pantry and is the sister of Anne Handley who is a Trustee of Two Rivers Community Pantry.

**Notes to the Financial Statements
for the period ended 31 July 2023**

8. Members

All of the Trustees are members of the Charity. If the CIO is wound up, the members of the CIO have no liability to contribute to its assets and no personal responsibility for settling its debts and liabilities.

If the Charity is wound up or dissolved and after all its debts and liabilities have been satisfied there remains any property, it shall not be paid to or distributed among the members of the Charity but shall be given or transferred to some other charity or charities having objects similar to the objects of the Charity.

9. Going Concern

Trustees consider the Charity to be a going concern for a period of at least 12 months after the date on the Independent Examiners report as the Charity generates income through the delivery of a Community Supermarket to those in need in the Goole area.