



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 1	Month Sep	Year 2022		Day 30	Month Sep	Year 2023

Section A Reference and administration details

Charity name	Churches Together in Penwortham Foodbank
Other names charity is known by	Penwortham Foodbank
Registered charity number (if any)	1200224
Charity's principal address	Penwortham Community Centre
	Kingsfold Drive
	Penwortham
	Postcode PR1 9EQ Preston

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	Rev Julian Mansfield	Chair	From 31 Aug. 2022	N/A
2	Michael Hasnip		From 31 Aug. 2022	N/A
3	Laraine Southwell		From 31 Aug. 2022	N/A
4	Julie Clowes		From 31 Aug. 2022	N/A
5	Mary Young		From 31 Aug. 2022	N/A
6	Rev John Sargent		From 31 Aug. 2022	N/A
7	John Atkins		From 31 Aug. 2022	N/A
8	David Bennett		From 31 Aug. 2022	N/A
9	Susan Vendy		From 31 Aug. 2022	N/A
10	Amy Holden		From 31 Aug. 2022	N/A
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
N/A	N/A

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
N/A		

Name of chief executive or names of senior staff members (Optional information)

N/A

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

The Penwortham Foodbank has a Constitution, which sets out its Objectives and governing rules, etc.

How the charity is constituted
(eg. trust, association, company)

The Constitution is based on the Charity Commission's CIO Foundation Model

Trustee selection methods
(eg. appointed by, elected by)

A total of ten Trustees have been appointed. They are all volunteers, drawn from Penwortham and the surrounding area.

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.

As of 31 August 2022 (the date on which the Churches Together in Penwortham Foodbank was formally registered as a Charity) the Penwortham Foodbank had four policies in place:

1. Volunteer Policy
2. Complaints and Compliments Policy
3. Safeguarding Policy
4. Health & Safety Policy

A training plan is in development to ensure all Volunteers are familiar and comply with all Policies. The first training mornings launched in October 2022, with training continuing into 2023.

Section C Objectives and activities

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

The Churches Together in Penwortham Foodbank's stated Objectives are: the relief of financial hardship amongst people in Penwortham and the surrounding area in such ways as the trustees from time-to-time think fit, in particular, but not exclusively by:

- a) providing emergency food, essential toiletries, and household items to individuals and families in need and/or for distribution by charities or other organisations working to prevent or relieve poverty.

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)

b) such other means, including (but not limited to) the provision of support or signposting to relevant information and other advisory services.
The Churches Together in Penwortham Foodbank's main operation is the running of a weekly foodbank – the Penwortham Foodbank. The Penwortham Foodbank is open from 09:30 – 12:00 every Friday*. The Trustees have reviewed the activities of the Penwortham Foodbank and are satisfied that all its activities meet the requirements of the Charity Commission; that is they are for charitable purposes only and are available to all residents of Penwortham and the surrounding area who are in need – see statement of Objectives above. *Christmas & Easter opening times may vary.

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.

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Summary of the main achievements of the charity during the year

1. Churches Together in Penwortham Foodbank, or Penwortham Foodbank for short, was registered with the Charity Commission as a Charitable Incorporated Organisation (a CIO) on 31 August 2022.
2. The Penwortham Foodbank appointed 10 Trustees as at 31 August 2022 (the constitution allows for between five and eleven) and their names are set out in Section A above.
3. The Trustees have appointed a Foodbank Management Team of five to take responsibility for day-to-day organisational tasks of the Penwortham Foodbank. They are supported by some thirty volunteers, who carry out the essential tasks of setting-up the Foodbank each Friday in the Penwortham Community Centre and more generally carrying out the tasks as set by the Foodbank Management Team.
4. Post-Covid, formal one-to-one assessments and sign-posting to relevant sources of help have been re-introduced for new users. Three named volunteers have been appointed for this task.
5. Donations and Grants Received:
 - a) In a time of economic uncertainty and rising prices, local people, businesses, schools and churches continue to be generous, providing vital food and money.
 - b) Penwortham Foodbank has received support in the Financial Year from the Household Support Fund via South Ribble Borough Council. The funding comes with a number of conditions, including that each allocation has to be spent in a defined time-frame. This means that the Penwortham Foodbank has been able to build up good stock levels of food, etc in the year but has spent more than it would otherwise have done.
6. Penwortham Foodbank has partnered with the Preston branch of the RSPCA and receives a regular supply of cat and dog food.
7. User Numbers;
 - a. The number of households seeking food-support has continued to rise. Penwortham Foodbank helped 334 households during the course of the reporting period. The average number of visits was 8.49.
 - b. In the whole of 2020, 1,707 parcels were given out. In the whole of 2021, 1,837 parcels were given out. In the reporting period 2,835 parcels were given out (enough to feed 7,781 household members).
 - c. There were 56 Foodbank sessions in the reporting period. The average attendance per session was circa 54 households. September 2023, saw an average of 63 households seeking help each week.
8. Using Practical Support Funding from South Ribble Borough Council, Penwortham Foodbank was able to assist Foodbank users known to have inadequate cooking facilities by supplying a number of slow-cookers, pans, and basic microwave ovens.

Section E

Financial review

Brief statement of the charity's policy on reserves

It is the judgement of the trustees that there is no need to hold separate reserves. The monies held on deposit are sufficient to ensure the Penwortham Foodbank can continue to fulfil its objectives over the next 12 – 24 months.

Details of any funds materially in deficit

Not applicable

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.

The Penwortham Foodbank has benefitted from:

- Generous financial donations from the public and local businesses/organisations.
- Generous donations of food and household items from the public and local businesses/organisations
- Grants from South Ribble Borough Council.

Expenditure has predominantly been on food and household items in line with the Objectives. Some limited funds have also been spent to assure the safety of our volunteers and users and on insurance policies.

Section F

Other optional information

Set out below are the following:

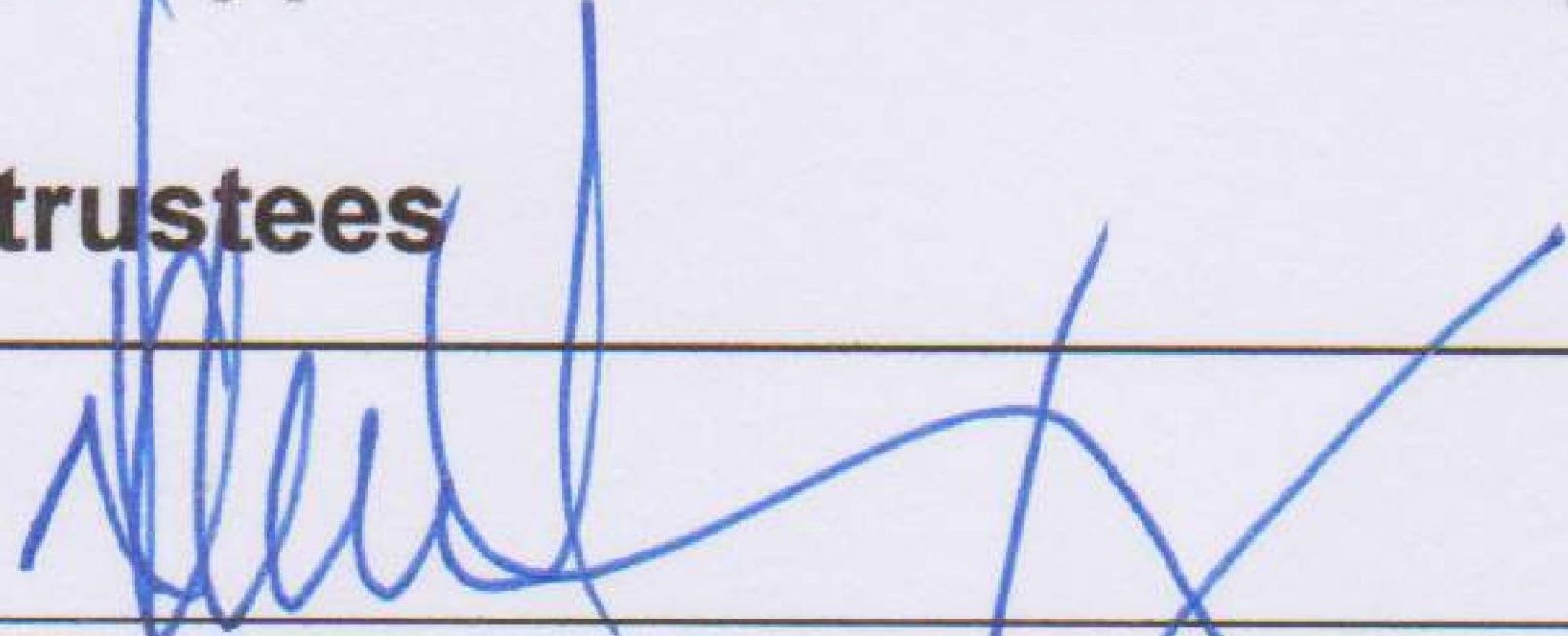
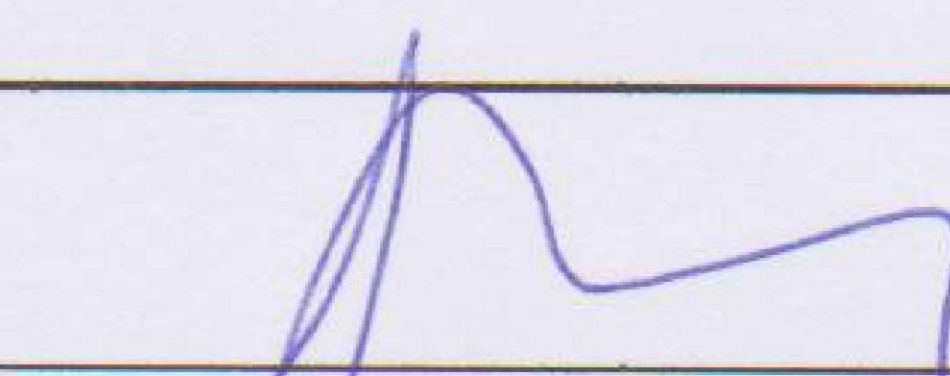
1. CC16a, Receipts and payments accounts
 - a. Section A, Receipts and payments
 - b. Section B, Statement of assets and liabilities at the end of the period
2. Independent Examiner's Report on the Accounts, dated 9 Nov. 2023

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)	Michael Hasnup	SUSAN JAYNE VANDY
Position (eg Secretary, Chair, etc)	Deputy Chair	TREASURER
Date	3 Apr. 2024	



Section A

Independent Examiner's Report

Report to the trustees

Churches Together in Penwortham Foodbank

On accounts for the 13
months ended

30th September 2023

Charity no

1200224

Set out on pages

1 and 2 of the Receipts and Payments Accounts

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the 13 months ended 30/09/2023.

Responsibilities and
basis of report

As the charity's trustees, 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 which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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.

Signed:

Date:

9/11/23

Name:

Jack Tallo

Relevant professional
qualification(s) or body
(if any):

Associate of the Chartered Governance Institute UK and Ireland (ACG)

Address:

41 Gleneagles Drive, Penwortham PR1 0JT

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

The accounts are for a 13 month period from 1st September 2022 to 30th September 2023:

This is following guidance received from the Charities Commission as the Charity was registered on 31st August 2022 and our financial year end is 30th September.

Date: 14/10/23

Date:

Signed: [Signature]

Signed:

Name: Jack Tait

Name:

Associate of the Chartered Governance Institute UK and Ireland (ACGI)

Relevant professional qualification(s) or body (if any):

41 Glenageary Drive, Penwortham PR1 0LT

Address:



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Churches Together in Penwortham Foodbank

No (if any)
1200224

Receipts and payments accounts

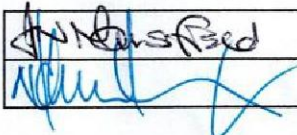
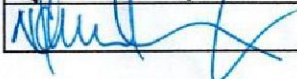
CC16a

For the period from	Period start date 1st Sept 2022	To	Period end date 30th Sept 2023
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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					
SRBC Household Support Grant	-	5,000	-	5,000	-
Donations	15,482	-	-	15,482	-
Interest	6	-	-	6	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	15,488	5,000	-	20,488	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	15,488	5,000	-	20,488	-
A3 Payments					
Food and Household Items	11,162	9,479	-	20,641	-
Insurance	157	-	-	157	-
Misc foodbank running costs	60	-	-	60	-
Food safety items	505	-	-	505	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	11,884	9,479	-	21,363	-
A4 Asset and investment purchases. (see table)					
Shelving	£1,140	-	-	1,140	-
Tables	183	-	-	183	-
Sub total	1,323	-	-	1,323	-
Total payments	13,207	9,479	-	22,686	-
Net of receipts/(payments)	2,281	- 4,479	-	- 2,198	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	24,889	4,479	-	29,368	-
Cash funds this year end	27,170	-	-	27,170	-

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	Total cash funds	27,170	-	-
		-	-	-
		-	-	-
	Total cash funds	27,170	-	-
	(agree balances with receipts and payments account(s))			
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	Food vouchers	-	400	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
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)
	Freezer	Unrestricted	-	-
	Coolbox	Unrestricted	-	-
	Filing cabinet	Unrestricted	-	-
	Storage boxes	Unrestricted	-	-
	Trolley	Unrestricted	-	-
	Shelving	Unrestricted	-	-
	Tables	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
			J.N. MANSFIELD	16.01.24.
			M.K. Haship	16 Jan '24