



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 1	Month Oct	Year 2023		Day 30	Month Sep	Year 2024

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		N/A
2	Michael Hasnip			N/A
3	Laraine Southwell			N/A
4	Julie Clowes			N/A
5	Mary Young			N/A
6	Rev John Sargent			N/A
7	John Atkins			N/A
8	David Bennett			N/A
9	Susan Vendy			N/A
10	Amy Holden			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

On joining the Penwortham Foodbank all Volunteers are provided with copies of the Policies, usually in electronic form. Volunteers are required to be familiar and comply with all Policies. Training mornings were first launched in October 2022 and have continued through 2023 and 2024.

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.

- 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.

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)

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.

Summary of the main achievements of the charity during the year

1. The Trustees have appointed a Foodbank Management Team of five volunteers to take responsibility for the 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.
2. During the year 2023/24 the Penwortham Foodbank Volunteers operated 52 sessions at Penwortham Community Centre, assisting 360 households ranging from single senior citizens to young families with six growing children. The Penwortham Foodbank supplied 3,215 parcels tailored to household size and dietary needs of the recipients. The average attendance at each session was almost 62 households. This compares to an average of 54 households in the previous year, 2022/23.
3. With support from the UK Government's Household Support Fund, via South Ribble Borough Council, Penwortham Foodbank was able to meet the increased demand on the Foodbank. Additional help was also provided through the provision of HUGGG vouchers to people from South Ribble experiencing fuel-poverty. A total of 42 e-vouchers were distributed.
4. Local people, businesses, schools and churches continue to be generous, providing donations of vital food and money. Penwortham Foodbank is particularly grateful to local supermarkets for supplying surplus bread, fruit and vegetables, and to the town's allotment holders for sharing their harvest. The Penwortham Foodbank ran a stall at two large-scale local events to raise the profile of the Foodbank among potential donors and users and to raise additional donations.
5. Penwortham Foodbank is now registered for Gift Aid, maximising the value of taxpayers' financial donations.
6. With the support of Lancashire County Council's Community Food Grant Programme, Penwortham Foodbank ran a three-month-long Egg Project. The project's aim was to encourage the greater use of eggs as part of a healthy, balanced diet. At the end, assisted by users and Volunteers a booklet of simple but varied egg recipes was produced.
7. As in previous years, formal one-to-one assessments and signposting relevant sources of help were given to all new users.
8. Penwortham Foodbank continues to partner with the RSPCA and receives a regular supply of cat and dog food. The Foodbank is able to make referrals to the RSPCA Veterinary Assistance scheme.

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, Lancashire County Council and a donation from the Yorkshire Building Society.

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 Volunteers and users and on insurance policies.

Section F

Other optional information

Set out below are the following:

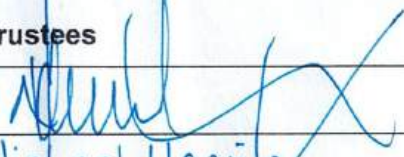
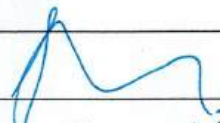
1. CC16a, Receipts and payments accounts
 - a. Section A, Receipts and payments
 - b. Section B, Statement of assets and liabilities at the end of the period
2. Independent Examiner's Report on the Accounts, dated 27 Nov. 2024.

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 Hasib	Susan Jayne Vandy
Position (eg Secretary, Chair, etc)	Trustee	TRUSTEE
Date	5 Feb. 2025.	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Churches Together in Penwortham Foodbank

No (if any)
1200224

CC16a

Receipts and payments accounts

For the period
from

Period start date
01/10/2023

To

Period end date
30/09/2024

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
SRBC Household Support Grant	-	25,000	-	25,000	-
LCC Grant	-	1,177	-	1,177	-
Donations	15,159	-	-	15,159	-
Gift Aid	391	-	-	391	-
Interest	344	-	-	344	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	15,894	26,177	-	42,071	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	15,894	26,177	-	42,071	-
A3 Payments					
Food and Household Items	5,754	18,994	-	24,748	-
Insurance	202	-	-	202	-
Misc foodbank running costs	45	-	-	45	-
Food safety items	572	-	-	572	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	6,573	18,994	-	25,567	-
A4 Asset and investment purchases. (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	6,573	18,994	-	25,567	-
Net of receipts/(payments)	9,321	7,183	-	16,504	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	27,170	-	-	27,170	-
Cash funds this year end	36,491	7,183	-	43,674	-

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	36,491	7,183	-
		-	-	-
		-	-	-
	Total cash funds (agree balances with receipts and payments account(s))	36,491	7,183	-
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets			Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use		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		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
		D. Bennett	David Bennett	16/01/25
		L. Southwell	Largine Southwell	16.1.25



Section A

Independent Examiner's Report

Report to the trustees

Churches Together in Penwortham Foodbank

On accounts for the 13
months ended

30th September 2024

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 12 months ended 30/09/2024.

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:

27/11/24

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

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.