



Trustees' Annual Report for the period

Period start date			Period end date		
Day	Month	Year	Day	Month	Year
From 1	Oct	2024	To 30	Sep	2025

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

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	1 Oct 2024 – 31 Jan 2025	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	Peter Allen	Chair	From 31 Jan 2025	N/A
12	Michelle Tilley		From 1 Sep 2025	N/A
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 1 January 2025, the Penwortham Foodbank had five policies in place, including: 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 first four 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 2024 and 2025.
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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 are pleased to report that Penwortham Foodbank has continued to offer a free access service for local residents during our 2024/25 Financial Year. This is despite the Office for National Statistics reporting in September 2025 that food and non-alcoholic beverages inflation was running at 5.1%pa, the fifth consecutive increase in the annual rate and the highest recorded since January 2024.
2. During 2024/25, twenty-five Penwortham Foodbank volunteers supported the five-person Management Team (also volunteers) in operating 52 Friday sessions at Penwortham Community Centre. The average attendance at each session was almost 60 households (compared to an average of just under 62 households in the previous financial year). The busiest session was on 20 December when the Foodbank welcomed 116 visitors calling to collect Christmas produce, in addition to fruit and vegetables and a bag of everyday basics.
3. As in previous years Penwortham Foodbank conducted one-to-one assessments with all new users, signposting other sources of advice and support where possible. Representatives of SRBC's Social Prescribing Team were present at several sessions.
4. In 2024/25 the Penwortham Foodbank assisted 329 households and supplied 3,106 parcels tailored to household size and dietary needs. The oldest recipient was a centenarian - part of a multi-generation household - and the youngest, a premature baby, part of a different multi-generational household, and still in need of size 1 nappies.
5. An award from the UK Government's Household Support Fund, via South Ribble Borough Council, helped Penwortham Foodbank to meet the demand for Foodbank support. Additional help was provided through the provision of HUGGG vouchers to people from South Ribble experiencing fuel poverty. A total of 53 energy e-vouchers were distributed.
6. Local people, businesses, schools (secondary and primary) and churches continue to be generous, providing donations of vital food and money. Our Gift Aid Officer supplies Gift Aid forms to eligible UK

Section D

Achievements and performance

Taxpayers wishing to increase the value of their financial donations.

7. We are pleased to acknowledge two generous awards from the ASDA Foundation in the financial year, helping us to ensure the continuity of supply of healthy fruit, vegetables and tinned fish.
8. Penwortham Foodbank is particularly grateful to local supermarkets and wholesalers for supplying free or discounted bread, fruit and vegetables, and to the town's allotment holders for sharing their harvest.
9. In July, Preston's One Voice Community Choir gave a well-attended free concert in aid of Penwortham Foodbank. Entry was by food donation, boosting our stock levels at the beginning of the school summer holidays.
10. Penwortham Foodbank volunteers were an active presence at the largest of the town's outdoor Christmas Markets, and outdoors again at the Penwortham Gala in June, raising the profile of the Foodbank while inviting financial donations.
11. Penwortham Foodbank continues to partner with the RSPCA and receives a regular supply of cat and dog food. The Foodbank can also make referrals to the RSPCA Veterinary Assistance scheme.

Signature(s)

Full name(s)

Position (eg Secretary, Chair, etc)

Date

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 and a donation from the ASDA Foundation.

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, repairs to a storeroom and on necessary insurance policies.

Section F

Other optional information

Set out below are the following:

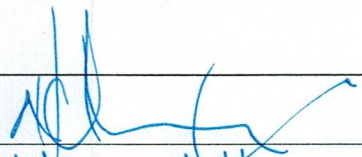
- CC16a, Receipts and payments accounts
 - Section A, Receipts and payments
 - Section B, Statement of assets and liabilities at the end of the period
- Independent Examiner's Report on the Accounts, dated 15 October 2025.

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)	PETER JOHN ALLEN	Michael Hasnip
Position (eg Secretary, Chair, etc)	CHAIRMAN	Deputy Chair
Date	13 TH NOVEMBER 2025	



Section A

Independent Examiner's Report

Report to the trustees

Churches Together in Penwortham Foodbank

On accounts for the 13
months ended

30th September 2025

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 30/09/2025.

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:

15/10/25

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.



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Churches Together in Penwortham Foodbank

ID (if any)
1200224

Receipts and payments accounts

CC16a

For the period
from

Period start date
01/10/2024

To

Period end date
30/09/2025

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	-	5,200	-	5,200	-
Donation from St Teresa's Church	-	1,000	-	1,000	-
Donations	17,180	-	-	17,180	-
Interest	324	-	-	324	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	17,504	6,200	-	23,704	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	17,504	6,200	-	23,704	-
A3 Payments					
Food and Household Items	19,434	8,409	-	27,843	-
Insurance	202	-	-	202	-
Foodbank Running Costs	3,276	-	-	3,276	-
Food safety items	336	-	-	336	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	23,248	8,409	-	31,657	-
A4 Asset and investment purchases. (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	23,248	8,409	-	31,657	-
Net of receipts/(payments)	- 5,744	- 2,209	-	- 7,953	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	36,491	7,183	-	43,674	-
Cash funds this year end	30,747	4,974	-	35,721	-

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	30,747	4,974	-
		-	-	-
		-	-	-
	Total cash funds	30,747	4,974	-

(agree balances with receipts and payments account(s))

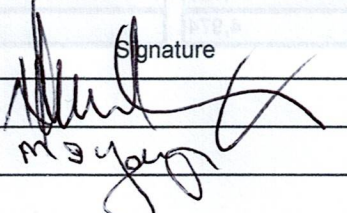
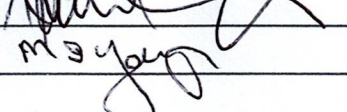
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Freezer	Unrestricted	-	-
	Coolbox	Unrestricted	-	-
	Filing cabinet	Unrestricted	-	-
	Storage boxes	Unrestricted	-	-
	Trolley	Unrestricted	-	-
	Shelving	Unrestricted	-	-
	Tables	Unrestricted	-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	M. Hasnain	16 Oct 25
	M. L. Young	16.10.2025