

# ELLAND AND DISTRICT FOODBANK

England & Wales · Charity number 1201549

## Details

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**Status** Registered

**Legal form** CIO

**Registered** 2023-01-11

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Springfield House  
Forest Hill Road  
Elland  
Huddersfield  
Yorkshire  
HD3 3FB

**Phone** 07440682614

**Email** [edfbcio23@gmail.com](mailto:edfbcio23@gmail.com)

## Activities

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**Objects:** THE OBJECTS OF THE CIO ARE THE PREVENTION OR RELIEF OF POVERTY IN THE ELLAND AND DISTRICT AREA, SPECIFICALLY BUT NOT EXCLUSIVELY TO THOSE LIVING IN HX4 AND HX5 POST CODE AREAS, IN PARTICULAR, BUT NOT EXCLUSIVELY BY:- PROVIDING EMERGENCY FOOD AND BASIC ESSENTIAL ITEMS TO INDIVIDUALS AND FAMILIES IN NEED AND/OR TO OTHER CHARITIES/ORGANISATIONS WORKING TO PREVENT OR RELIEVE POVERTY FOR THEIR DISTRIBUTION. - INCLUDING, BUT NOT LIMITED TO, THE PROVISION OF SUPPORT, ADVICE OR SIGNPOSTING TO THE RELEVANT INFORMATION OR ADVISORY SERVICES.- WORKING IN PARTNERSHIP WITH OTHER ORGANISATIONS IN THE RELIEF OF FOOD POVERTY.- GIVING EMERGENCY ASSISTANCE TO ANYONE SEEKING HELP AND SIGNPOSTING AS A ONE OFF PROVISION, AS THE TRUSTEES IN THEIR DISCRETION SEE FIT.NOTHING IN THIS CONSTITUTION SHALL AUTHORISE AN APPLICATION OF THE PROPERTY OF THE CIO FOR PURPOSES WHICH ARE NOT CHARITABLE.

**Activities:** On a weekly basis our clients receive food bags containing basic essential food items that provide 3 meals for 3 days. These food items are either donated to us by 7 local supermarkets, individuals, community groups, local businesses or are purchased using the grants and financial donations we receive. In addition we provide a bag of fresh produce and periodically toiletries and cat/dog food.

## Classification

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- **How:** Provides Services
- **What:** The Prevention Or Relief Of Poverty
- **Who:** The General Public/mankind

## Geography

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- Calderdale

## Finances

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Period end	Income	Expenditure	Assets	Employees
2025-01-10	£13,970	£11,364	-	-
2024-01-10	£34,724	£12,440	-	-

## Trustees

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Name	Role	Appointed
Asha Brunkard		2024-04-06
Brian Denis Mansfield		2022-12-03
Chris Morton		2022-12-03
JOANNE MILLER		2022-12-03
Jayne Elizabeth McNulty		2024-04-06
MARY HAMILTON		2022-12-03
Maria Neary		2022-12-03
Moira Ann Mansfield		2022-12-03
Sarah Ann Gething		2024-04-06
Trevor Hicks		2022-12-03

**ELLAND AND DISTRICT FOODBANK**

England & Wales - Charity number 1201549

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# Accounts

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## Trustees' Annual Report for the period

Period start date 11/01/2024 Period end date 10/01/2025

Charity name: Elland and District Foodbank

Charity registration number: 1201549

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p><b>To prevent or relieve poverty in the HX4 and HX5 Elland and District area by:</b></p> <ul style="list-style-type: none"> <li>● <b>Providing emergency food and basic essential items to individuals and families in need and /or other charities and organisations working to prevent or relieve poverty for their distribution</b></li> <li>● <b>Providing support, advice or signposting to the relevant information or advisory services</b></li> <li>● <b>Working in partnership with other organisations in the relief of food poverty</b></li> <li>● <b>Giving emergency assistance to anyone seeking help and signposting as a one-off provision, at the discretion of the trustees.</b></li> </ul>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p><b>Weekly food provision to people in poverty from HX4 or HX5 every Saturday. In addition to food, we provide pet food each week and toiletries/cleaning products once a month. A coffee bar is available for clients to use for social support. Local councillors and other community groups are present to provide additional support and guidance to clients on housing, finance, and other matters.</b></p> <p><b>On Fridays each week, volunteers pick up food donations from local supermarkets/donors. We also have a network of individuals, schools, church</b></p>

		<p>groups, businesses, and organisations that regularly donate to us.</p> <p>We collaborate with other charities and voluntary groups across Calderdale to 'trade' items, utilising our collective resources to benefit the wider community in need.</p> <p>The Trustees identify and make grant applications to support the running of the Foodbank.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>The Trustees are aware of, and have regard to, the Charity Commission's public benefit guidance.</b>

**Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	<b>N/A</b>
Policy on social investment including program related investment	Para 1.38	<b>N/A</b>

<p>Contribution made by volunteers</p>	<p>Para 1.38</p>	<p><b>The volunteers are organised into 6-week rotas for every Friday and Saturday of the year.</b></p> <p><b>On Fridays, three teams of 6 volunteers collect from our local supermarket donors. An additional 4 volunteers help unload, sort and pack staple provisions and fresh produce bags ready for distribution on Saturday mornings.</b></p> <p><b>The Saturday team of 10 volunteers carry out a range of tasks from welcoming the clients; registering new clients; distributing the food bags; providing refreshments and signposting clients to other organisations as appropriate.</b></p> <p><b>Volunteers are encouraged to provide feedback on the effective operation of the Foodbank and many good ideas have been implemented.</b></p> <p><b>We also have the support of 3 local councillors who either attend on Saturday mornings to give advice or bring food donations each week.</b></p>
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## Achievements and Performance

	<p>SORP reference</p>	
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<p>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</p>	<p>Para 1.20</p>	<p><b>On average, 55 households attended the Foodbank each week, feeding 73 adults and 58 children. We provided 61,000 meals at a value of over £30,000. The actual spend on food was £4,231, which was a 40% reduction on last year.</b></p> <p><b>74% of clients are from HX5 and 26% from HX4.</b></p> <p><b>We provided food to 10 clients who lived outside HX4 and HX5 and directed many more who contacted us by telephone or email to their relevant Foodbank.</b></p> <p><b>We collected from 8 local supermarkets/food suppliers each week.</b></p> <p><b>We have 41 committed and active volunteers. This year, we have worked with the Youth Justice Service to welcome younger volunteers (16-18 years) and their support worker.</b></p> <p><b>The volunteers receive a written monthly update following the Trustees' meeting, and a Safeguarding training course was provided in May 2023.</b></p> <p><b>We had a volunteer social event in November 2024 to thank our volunteers for their time, effort and commitment.</b></p> <p><b>In January, an Annual General Meeting is held for donors and the public to hear about the work of the Foodbank in the previous year. A newsletter is circulated to everyone on the Foodbank's circulation list.</b></p>
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**Additional information (optional)**

You may choose to include further statements where relevant about:

<p>Achievements against objectives set</p>	<p>Para 1.41</p>	<p><b>N/A</b></p>
<p>Performance of fundraising activities against objectives set</p>	<p>Para 1.41</p>	<p><b>When we became a charity in 2023, we applied for and received funding from the National Lottery, which will secure our future for at least the next two to three years.</b></p> <p><b>In 2024, we received grants totalling £4,372 to support the day-to-day operation of the Foodbank.</b></p>

Investment performance against objectives	Para 1.41	N/A
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## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p><b>2024 /2025, our 2nd year as a charity, was another successful year for the Elland and District Foodbank.</b></p> <p><b>Though our other donations and grants were significantly down compared to 2023/2024, mainly due to the £20,000 National Lottery Grant we received in 2023/2024, our income more than covered our expenditure in that period.</b></p> <p><b>Our rent increase was as expected. Our insurance cost increased by 71% due to the changes in cover we required for our current operation. However our expenditure on food and stock were less than in 2023/2024 due to e.card donations, increases in non-financial donations of food and our rigorous control of stock.</b></p> <p><b>We continue to review our income and expenditure and policies procedures on a monthly basis and take actions for change /improvements wherever this is appropriate.</b></p> <p><b>Closing our previous bank account has made our financial reporting more effective.</b></p> <p><b>Our reserves also remain intact which guarantees the financial future of the Elland and District Foodbank.</b></p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p><b>The reserves we are holding cover our expected expenditure levels for the next 3 years. This will enable us to put plans in place should our income levels fall, yet at the same time help maintain our clients' current levels of support.</b></p> <p><b>In the next financial period and future years, we will apply for available grants to cover our expected expenditure and keep our current level of reserves intact.</b></p>
Amount of reserves held	Para 1.22	<b>£35,000</b>
Reasons for holding zero	Para 1.22	<b>N/A</b>

reserves		
Details of fund materially in deficit	Para 1.24	<b>None</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>None</b>

### **Additional information (optional)**

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<b>Donations and grants</b>
Investment policy and objectives including any social investment policy adopted	Para 1.46	<b>N/A</b>
A description of the principal risks facing the charity	Para 1.46	<b>A significant reduction in our financial and food donations</b>
Other		

### **Structure, Governance and Management**

<b>Description of charity's trusts:</b>		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>'Foundation' model constitution</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>Charitable Incorporated Organisation (CIO)</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<p><b>Potential new trustees are approached to become a trustee following agreement at a trustee meeting.</b></p> <p><b>Consideration is given to the skills, knowledge and experience needed for the effective administration of the CIO. The role is fully explained to them.</b></p> <p><b>The potential new trustee is invited to a trustee meeting, following which they confirm their acceptance of the role.</b></p>

### **Additional information (optional)**

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	<p><b>Each new trustee is provided with</b></p> <ul style="list-style-type: none"> <li>• a copy of the current version of the constitution, policies and risk register</li> <li>• a copy of the CIO's latest Trustees' Annual Report and statement of accounts</li> <li>• the Volunteer handbook, which details the operational roles of Duty Manager and Registration Manager - both of which are carried out by Trustees.</li> <li>• Each new Trustee is supported in taking on new roles by existing Trustees.</li> </ul>
The charity's organisational structure and any wider network with which the charity work	Para 1.51	<p><b>The Foodbank has 10 Trustees who manage the affairs of the CIO as per the constitution.</b></p> <p><b>41 volunteers are organised into a 6-week rota to ensure the service is provided every Friday and Saturday.</b></p> <p><b>The Foodbank has a Trustee representation on the Calderdale Food Poverty Forum, which brings together charities and voluntary organisations related to food poverty. It meets every 6 weeks.</b></p>
Relationship with any related parties	Para 1.51	<b>N/A</b>

### Reference and Administrative details

Charity name	Elland and District Foodbank
Other name the charity uses	N/A
Registered charity number	1201549
Charity's principal address	Springfield House Forest Hill Road Elland Huddersfield Yorkshire HD3 3FB

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)

1	Moira Ann Mansfield	Safeguarding Lead		
2	Brian Denis Mansfield			
3	Chris Morton	Storage		
4	Andrew Jacobs	Vice-Chair and GDPR Lead	January - December 2024	
5	Joanne Miller	Secretary and Vice-Chair		
6	Maria Neary	Chair		
7	Trevor Hicks	Stock Control Lead		
8	Mary Hamilton	Treasurer		
9	Asha Brunkard	Grant applications	April 2024 - present	
10	Jayne McNulty	Client survey and Deputy Safeguarding Lead	April 2024 - present	
11	Sarah Gething	Grant applications	April 2024 - present	

Corporate trustees – names of the directors at the date the report was approved

<b>Director name</b>		
<b>N/A</b>		

Name of trustees holding title to property belonging to the charity

<b>Trustee name</b>	<b>Dates acted if not for whole year</b>	
<b>N/A</b>		

**Funds held as custodian trustees on behalf of others**

Description of the assets held in this capacity	<b>N/A</b>
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	<b>N/A</b>

Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A
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**Additional information (optional)**

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		

**Exemptions from disclosure**

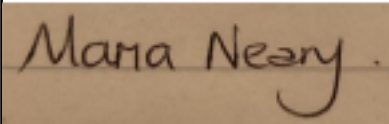
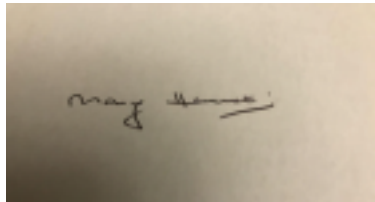
Reason for non-disclosure of key personnel details

N/A
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**Other optional information**

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**Declarations**

<b>Signature(s)</b>		
<b>Full name(s)</b>	Maria Neary	Mary Hamilton
<b>Position (eg Secretary, Chair, etc)</b>	Trustee Chair	Trustee Treasurer
<b>Date</b>	<b>31.10.25</b>	



## Elland And District Foodbank Charity No. 1201549

### Summary of Accounts Year 2 - 11th January 2024 to 10th January 2025

#### Opening Balances

New Account £ 40,937.59

Old Account £ 2,513.61

**Totals £43,451.20**

**Income £13,969.72**

**Total Monies £57,420.92**

**Expenditure £11,364.26**

**Total Monies - Expenditure £46,056.66**

#### Closing Balances

Savings Account £ 40,317.96

Current account £ 5,738.70

**Totals**

**£46,056.66**

**Income -Year 2 - 2024 Summary - 11th January 2024 to 10th January 2025**

<b>Date</b>	<b>Monthly Donations</b>	<b>Other Donations / Monies</b>	<b>Grants</b>
January	360.00	411.19	
February	37.50	222.43	
March	102.50	270.00	
April	117.50	497.13	
April Gift Aid		634.47	
May **	477.50	333.40	
May The Neighbourly Forum			280.00
June	77.50	61.00	
Adjustments		151.00	
Interest on Savings Account		18.08	
July	512.50	119.50	
August	202.50	44.00	
September	227.50	820.52	
Interest on Savings Account		149.66	
October	457.50	394.12	
ASDA Foundation Grant			1000.00
Calderdale MBC Banners			192.00
November	112.50	1168.00	
December	207.50	717.00	
Interest on Savings Account		150.22	
North Halifax Partnership			400.00
1st to 10th January 2025	62.50	160.00	
Arnold Clark Grant			2500.00
Donations Old Account 11th January to 15 May 2024			
11th January to 23rd January	30.00		
24th January to 23rd February	75.00		
24th February to 22nd March	50.00		
23rd March to 23rd April	121.00		
24th April to 15th May	45.00		
<b>Totals</b>	<b>3276.00</b>	<b>6321.72</b>	<b>4372.00</b>

\*\* The Old Account was closed on 15th May 2024

£40,000.00 was transferred from the new account to the savings account on 23rd May 2024

<b>Totals</b>
771.19
259.93
372.50
614.63
634.47
810.90
280.00
138.50
151.00
18.08
632.00
246.50
1048.02
149.66
851.62
1000.00
192.00
1280.50
924.50
150.22
400.00
222.50
2500.00
30.00
75.00
50.00
121.00
45.00
<b>13969.72</b>

**Breakdown of Expenditure - Year 2 - 2024 - 11th January 2024 to 10th January 2025**

	Bank Charges	Rent	Insurance	Mobile	Stock / Food	Other Expenses	Totals	Total for Month
12th January Milk					41.40		41.40	
12th January Sausages					90.00		90.00	
12th January Rent November 2023		340.00					340.00	
12th January Rent December 2023		425.00					425.00	<b>896.40</b>
5th February	6.32						6.32	
5th February				5.00			5.00	
19th February				5.00			5.00	
26th February				5.00			5.00	
Flowers for Hilary						25.60	25.60	<b>46.92</b>
5th March Book Token						20.00	20.00	
6th March Bank Charges	3.14						3.14	
8th March Printer Cartridges						29.99	29.99	
8th March Printer Cartridges						50.48	50.48	
21st March Lyca Mobile				5.00			5.00	
25th March Morrisons Milk					8.12		8.12	
26th March Morrisons Milk					13.64		13.64	<b>130.37</b>
2nd April Rent January		340.00					340.00	
2nd April Rent February		340.00					340.00	
2nd April Rent March		425.00					425.00	
5th April Lyca Mobile	0.75			5.00			5.00	
6th April Bank Charges							0.75	
12th April Morrisons					108.96		108.96	
17th April Aldi					102.72		102.72	
22nd April				5.00			5.00	
29th April				5.00			5.00	<b>1332.43</b>
2nd May PIB Risk services (Insurance)			775.50				775.50	
7th May Bank Charges	1.08						1.08	
9th May Morrisons					5.20		5.20	
13th May Lyca Mobile				5.00			5.00	
16th May Morrisons					77.52		77.52	
21st May Lyca Mobile				5.00			5.00	
29th May Rent April		356.00					356.00	
29th May Rent May		445.00					445.00	
31st May Morrisons					44.71		44.71	
31st May Lyca Mobile				5.00			5.00	<b>1720.01</b>
4th June Bank Charges	4.03						4.03	
5th June Banners						96.00	96.00	
6th June Morrisons					39.60		39.60	
6th June Stationery						45.98	45.98	
7th June Morrisons					91.80		91.80	
10th June Banners						192.00	192.00	
13th June Lyca Mobile				5.00			5.00	
14th June Morrisons					119.74		119.74	
17th June Lyca Mobile				5.00			5.00	
21st June Nantar						55.00	55.00	
21st June Morrisons					51.38		51.38	
24th June Lyca Mobile				5.00			5.00	
26th June Morrisons					60.36		60.36	<b>770.89</b>
1st July Lyca Mobile				5.00			5.00	
2nd July Lyca Mobile				5.00			5.00	
5th July Lyca Mobile				5.00			5.00	
5th July Bank Charges	0.88						0.88	
5th July Morrisons					138.16		138.16	
12th July Morrisons					145.26		145.26	
15th July Lyca Mobile				5.00			5.00	
19th July Morrisons					108.98		108.98	
22nd July Lyca Mobile				5.00			5.00	
24th July Morrisons					53.78		53.78	
30th July Morrisons					7.45		7.45	
30th July Expenses - Asha *						35.10	35.10	
30th July Expenses - Jo *						38.40	38.40	
30th July Expenses - Maria & Trevor						9.90	9.90	
31st July Morrisons					60.45		60.45	<b>623.36</b>
5th August Bank Charges	0.94						0.94	
7th August Morrisons					71.71		71.71	
9th August Lyca Mobile				5.00			5.00	
12th August Carrier Bags						65.00	65.00	
20th August Morrisons					83.20		83.20	
27th August Lyca Mobile				5.00			5.00	
28th August Morrisons					24.56		24.56	<b>255.41</b>
4th September Morrisons					48.17		48.17	
5th September Rent - June, July & August		1157.00					1157.00	
6th September Lyca Mobile				5.00			5.00	
9th September Lyca Mobile				5.00			5.00	
11th September Flying Flowers						30.00	30.00	
12th September Morrisons					54.30		54.30	
16th September Food For Families					120.00		120.00	
17th September Morrisons					55.84		55.84	
23rd September Lyca Mobile				5.00			5.00	
23rd September Lyca Mobile				5.00			5.00	
25th September Morrisons					88.68		88.68	
30th September Lyca Mobile				5.00			5.00	<b>1578.99</b>
7th October Bank Charges	0.24						0.24	
8th October Rent September		356.00					356.00	
8th October Morrisons					78.46		78.46	
16th October Morrisons					48.06		48.06	
18th October Lyca Mobile				5.00			5.00	
22nd October Currys Printer Cartridges						62.48	62.48	
24th October Morrisons					52.02		52.02	
28th October Lebara Mobile				1.50			1.50	
28th October Thwaites Butchers					105.00		105.00	
30th October Morrisons					33.12		33.12	<b>741.88</b>
4th November Bank Charges	3.39						3.39	
8th November Morrisons					64.32		64.32	
12th November Morrisons					64.59		64.59	
12th November RS & W Williams - CC Report						200.00	200.00	
12th November Rent October		356.00					356.00	
19th November Morrisons					138.90		138.90	
25th November Currys Printer Cartridges						57.49	57.49	
28th November Lebara Mobile				1.50			1.50	
28th November Lidl					97.12		97.12	
29th November Morrisons					66.24		66.24	<b>1049.55</b>
4th December Morrisons					88.42		88.42	
Bank Charges	5.22						5.22	
12th December Morrisons					100.48		100.48	
17th December Morrisons					109.50		109.50	
17th December Flying Flowers (Hilary)						36.00	36.00	
23rd December Morrisons					64.74		64.74	
23rd December Thwaites Butchers					580.00		580.00	
30th December Lebara Mobile				1.50			1.50	<b>985.86</b>
3rd January Morrisons					71.79		71.79	
3rd January Rent November		445.00					445.00	
3rd January Rent December		356.00					356.00	
6th January Coopers Kitchen						250.00	250.00	
9th January Morrisons					98.50		98.50	
9th January Bank Charges	10.90						10.90	
<b>Totals</b>	<b>36.89</b>	<b>5341.00</b>	<b>775.50</b>	<b>134.50</b>	<b>3776.95</b>	<b>1299.42</b>	<b>11364.26</b>	<b>11364.26</b>

**ELLAND AND DISTRICT FOODBANK**

England & Wales - Charity number 1201549

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# Accounts

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## Trustees' Annual Report for the period

Period start date 11/01/2023      Period end date 10/01/2024

Charity name: Elland and District Foodbank

Charity registration number: 1201549

### Objectives and Activities

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Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>To prevent or relieve poverty in the HX4 and HX5 Elland and District area by:</b> <ul style="list-style-type: none"><li>• <b>Providing emergency food and basic essential items to individuals and families in need and /or other charities and organisations working to prevent or relieve poverty for their distribution</b></li><li>• <b>Providing support, advice or signposting to the relevant information or advisory services</b></li><li>• <b>Working in partnership with other organisations in the relief of food poverty</b></li><li>• <b>Giving emergency assistance to anyone seeking help and signposting as a one-off provision, at the discretion of the trustees.</b></li></ul>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<b>Weekly food provision to people in poverty from HX4 or HX5 every Saturday. In addition to food, we provide pet food each week and toiletries/cleaning products once a month. A coffee bar is available for clients to use for social support. Local councillors and other community groups are present to provide additional support and guidance to clients about housing, finance etc.</b>  <b>On Fridays each week, volunteers pick up food donations from local supermarkets/donors. We also have a network of individuals, schools, church</b>

		<p>groups, businesses, and organisations who regularly donate to us.</p> <p>We work with other charities and voluntary groups across Calderdale to 'trade' items to best use the collective resources to benefit the wider community in need.</p> <p>The Trustees identify and make grant applications to support the running of the Foodbank.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>The Trustees are aware of, and have regard to, the Charity Commission's public benefit guidance.</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	<b>N/A</b>
Policy on social investment including program related investment	Para 1.38	<b>N/A</b>
Contribution made by volunteers	Para 1.38	<p><b>The volunteers are organised into 6-week rotas for every Friday and Saturday of the year.</b></p> <p><b>On Fridays, three teams of 6 volunteers collect from our local supermarket donors. An additional 4 volunteers help unload, sort and pack staple provisions and fresh produce bags ready for distribution on Saturday mornings.</b></p> <p><b>The Saturday team of 10 volunteers carry out a range of tasks from welcoming the clients; registering new clients; distributing the food bags; providing refreshments and signposting clients to other organisations as appropriate.</b></p> <p><b>Volunteers are encouraged to provide feedback on the effective operation of the Foodbank and many good ideas have been implemented.</b></p> <p><b>We also have the support of 3 local councillors who either attend on Saturday mornings to give advice or bring food donations each week.</b></p>

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p><b>On average 58 households attend the Foodbank each week, feeding 70+ adults and 50+ children. This is an increase of 17% in adults and 34% in children from 2022.</b></p> <p><b>80% of clients are from HX5 and 20% from HX4.</b></p> <p><b>We provided food to 8 clients who lived outside HX4 and HX5 and directed many more who contacted us by telephone or email to their relevant Foodbank.</b></p> <p><b>We collect from 7 local supermarkets/food suppliers each week.</b></p> <p><b>We have 39 committed and active volunteers, 8 new to us this year.</b></p> <p><b>The volunteers receive a written monthly update following the Trustees meeting and a Safeguarding training course was provided in May 2023.</b></p> <p><b>We had a volunteer social event in November 2023 to thank our volunteers for their time, effort and commitment.</b></p> <p><b>In January an Annual General Meeting is held for donors and the public to hear about the work of the Foodbank in the previous year. A newsletter is circulated to everyone on the Foodbank's circulation list.</b></p> <p><b>In addition to the National Lottery Grant awarded this year, the Trustees applied for and received other grants from the One Stop Shop and the Local Authority.</b></p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	N/A
Performance of fundraising activities against objectives set	Para 1.41	<b>When we became a charity, we applied for and received funding from the National Lottery, which will secure our future for at least the next two to three years. We also applied for and received grants from Calderdale Local Authority (for running costs) and the One Stop Supermarket (to purchase food).</b>
Investment performance against objectives	Para 1.41	N/A

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p><b>2023/2024 was a successful year for the Elland And District Foodbank. Gaining charitable status allowed us to successfully apply for and receive grants which has secured our financial position for the foreseeable future. Our financial donations also increased in the period.</b></p> <p><b>Our non-financial donations continued to grow which helped us significantly minimise our running costs.</b></p> <p><b>Opening our new bank account and implementing improved financial controls and reporting allows us to review our financial position proactively and highlight any financial risks.</b></p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p><b>The reserves we are holding cover our expected expenditure levels for the next 2 years. This will enable us to put plans in place should our income levels fall, yet at the same time, help maintain our clients' current levels of support.</b></p> <p><b>In the next financial period and future years, we will apply for available grants to cover our expected expenditure and keep our current level of reserves intact.</b></p>
Amount of reserves held	Para 1.22	<b>£35,000</b>
Reasons for holding zero reserves	Para 1.22	<b>N/A</b>
Details of fund materially in deficit	Para 1.24	<b>None</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>None</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<b>Donations and grants</b>
Investment policy and objectives including any social investment policy adopted	Para 1.46	<b>N/A</b>
A description of the principal risks facing the charity	Para 1.46	<b>A significant reduction in our financial and food donations</b>
Other		

## Structure, Governance and Management

<b>Description of charity's trusts:</b>		
Type of governing document (trust deed, royal charter)	Para 1.25	'Foundation' model constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>Charitable Incorporated Organisation (CIO)</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<p><b>Potential new trustees are approached to become a trustee following agreement at a trustee meeting.</b></p> <p><b>Consideration is given to the skills, knowledge and experience needed for the effective administration of the CIO. The role is fully explained to them.</b></p> <p><b>The potential new trustee is invited to a trustee meeting following which they confirm their acceptance of the role.</b></p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	<p><b>Each new trustee is provided with</b></p> <ul style="list-style-type: none"> <li>● a copy of the current version of the constitution, policies and risk register</li> <li>● a copy of the CIO's latest Trustees' Annual Report and statement of accounts</li> <li>● the Volunteer handbook which details the operational roles of Duty Manager and Registration Manager - both of which are carried out by Trustees.</li> <li>● Each new Trustee is supported in taking on new roles by existing Trustees.</li> </ul>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<p><b>The Foodbank has 10 Trustees who manage the affairs of the CIO as per the constitution.</b></p> <p><b>39 volunteers are organised into a 6-week rota to ensure the service is provided every Friday and Saturday.</b></p> <p><b>The Foodbank has Trustee representation on the Calderdale Food Poverty Forum which brings together charities and voluntary organisations related to food poverty. It meets 6 weekly.</b></p>
Relationship with any related parties	Para 1.51	<b>N/A</b>

## Reference and Administrative details

Charity name	Elland and District Foodbank
Other name the charity uses	N/A
Registered charity number	1201549
Charity's principal address	Springfield House Forest Hill Road Elland Huddersfield Yorkshire HD3 3FB

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Moira Ann Mansfield	Safeguarding Lead		
2	Brian Denis Mansfield			
3	Colin Sherwood	Chair	January - August 2023	
4	Chris Morton	Storage		
5	Andrew Jacobs	Vice-Chair and GDPR Lead		
6	Joanne Miller	Secretary		
7	Maria Neary	Chair (from Sept)		
8	Trevor Hicks	Stock Control Lead		
9	Mary Hamilton	Treasurer		
10	Barbara McNally		January - March 2023	
11				

Corporate trustees – names of the directors at the date the report was approved

Director name		
N/A		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/A		

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

### Additional information (optional)

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		

### Exemptions from disclosure

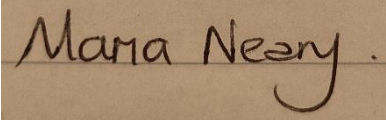
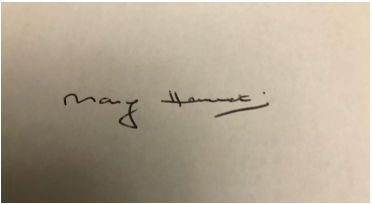
Reason for non-disclosure of key personnel details

N/A
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### Other optional information

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## Declarations

<b>Signature(s)</b>		
<b>Full name(s)</b>	Maria Neary	Mary Hamilton
<b>Position (eg Secretary, Chair, etc)</b>	Trustee Chair	Trustee Treasurer
<b>Date</b>	<b>6.11.24</b>	

**Elland And District Foodbank Charity Number 1201549 - Summary of Accounts**  
**11th January 2023 to 10th January 2024 - Year 1**

Opening Balance - Old Account	£21,167.69		
Income - Old & New Account	£34,723.80		
<b>Total Income</b>		<b>£55,891.49</b>	
Expenditure			
Old Account	£11,259.43		
New Account	£1,178.22		
<b>Total Expenditure</b>		<b>£12,437.65</b>	
<b>Petty Cash</b>		<b>£0.00</b>	
<b>Total Income - Total Expenditure</b>			<b>£43,453.84</b>
<b>Closing Balances</b>			
Old Account	£2,513.61		
New Account	£40,937.59		
		<b>£43,451.20</b>	
Difference			<b>£2.64</b>

**Elland & District Foodbank Charity No. 1201549 - Summary of Income 11th January 2023 to 10th January 2024**

Period	Donations			Grants *	Total Income
	Monthly Donations	Other Donations & Monies	Total		
11th January 2023 January to 31st January	310.00	720.30	1030.30	500.00 Calderdale MBC Ward Forum	<b>1530.30</b>
1st February to 28th February	46.00	762.90	808.90		<b>808.90</b>
1st March to 31st March	196.00	917.00	1113.00	500.00 North Dean Charity	<b>1613.00</b>
1st April to 30th April	101.00	30.00	131.00		<b>131.00</b>
1st May to 31st May	451.00	158.82	609.82		<b>609.82</b>
1st June to 30th June	156.00	150.00	306.00		<b>306.00</b>
1st July to 31st July	401.00	177.00	578.00		<b>578.00</b>
1st August to 31st August	156.00	722.87	878.87		<b>878.87</b>
1st September to 30th September	101.00	5.10	106.10		<b>106.10</b>
1st October to 31st October					
Old Account	451.00	90.00	541.00		<b>541.00</b>
New Account	0.00	194.70	194.70	1000.00 Ground Works UK (One Stop Shop) Food	<b>1194.70</b>
1st November to 30th November					
Old Account	160.00	100.00	260.00		<b>260.00</b>
New Account	0.00	2052.39	2052.39	500.00 Lloyds Bank 250.00 North Halifax Partnership	<b>2552.39</b>
1st December to 31st December					
Old Account	105.00	100.00	205.00		<b>205.00</b>
New Account	0.00	2058.72	2058.72	20000.00 Main Grants BGC (National Lottery) Food, Bags, Rent & Insurance 1000.00 North Dean Charity	<b>22058.72</b>
1st January to 10th January 2024					
Old Account	40.00	0.00	40.00		<b>40.00</b>
New Account	60.00	0.00	60.00		<b>60.00</b>
<b>Totals</b>	2734.00	8239.80	10973.80	23750.00	<b>34723.80</b>

Source of Data Old & New Bank Statements

\* Grants Except The National Lottery & One Stop Shop are Non Specific

**Breakdown of Expenditure - Old Account - 11th January 2023 to 10th January 2024**

	Bank Charges	Rent *	Insurance *	Mobile * Lycamobile	Stock / Food	Other Expenses	Totals	Total for Month
11th January to 31st January 2023 12th January Aldi 19th January Morrisons 20th January Lycamobile 25th January Aldi 27th January Milk				1.95	158.40 121.38 122.20 41.40		158.40 121.38 1.95 122.20 41.40	<b>445.33</b>
1st February to 28th February 2023 3rd February 15th February Lidl 17th February Bags 17th February Stock 23rd February Long Life Milk 23rd February Stock Morrisons		720.00			28.32 219.90 49.68 127.60	32.50	720.00 28.32 32.50 219.90 49.68 127.60	<b>1178.00</b>
1st March to 31st March 2023 1st March Morrisons 3rd March Milk 7th March Lycamobile 8th March Aldi 10th March Aldi 23rd March Milk 30th March Lanyards				5.00	120.86 29.95 251.32 712.20 41.40	14.97	120.86 29.95 5.00 251.32 712.20 41.40 14.97	<b>1175.70</b>
1st to 30th April 2023 5th April Lycamobile 6th April Lanyards 7th April Bags 24th April Insurance 28th April Rent		720.00	452.24	1.95		13.50 53.30	1.95 13.50 53.30 452.24 720.00	<b>1240.99</b>
1st to 31st May 2023 5th May Lycamobile 10th May Stock 15th May Flowers Trainer 19th May Catering 24th May Stock				1.95	145.44 410.44	25.00 63.17	1.95 145.44 25.00 63.17 410.44	<b>646.00</b>
1st June to 30th June 2023 12th June Rent 12th June Stock		680.00			341.58		680.00 341.58	<b>1021.58</b>
1st July to 31st July 2023 1st July Bags 1st July Paper cups 1st July Stock 1st July Stock 4th July Lycamobile 6th July Stock				4.75	25.00 595.75 2614.10	65.00 69.72	65.00 69.72 25.00 595.75 4.75 2614.10	<b>3374.32</b>
1st August to 31st August 2023 3rd August Lycamobile 21st August Rent		765.00		4.75			4.75 765.00	<b>769.75</b>
1st September to 30th September 2023 4th September Lycamobile				4.75			4.75	<b>4.75</b>
1st October to 31st October 2023 4th October Lycamobile 16th October Various Milk				4.75	239.44		4.75 239.44	<b>244.19</b>
1st November to 30th November 2023 6th November Rent 7th November Milk 15th November Cheque Rent		765.00 340.00			53.82		765.00 53.82 340.00	<b>1158.82</b>
<b>Totals</b>		<b>3990.00</b>	<b>452.24</b>	<b>29.85</b>	<b>6450.18</b>	<b>337.16</b>	<b>11259.43</b>	<b>11259.43</b>

Source : Ann's Book, Receipts & Bank Account info for Rent, Lycamobile & WH Smiths

\* Entries on Bank Statement

No Expenditure on Old Account from December 2003 to 10th January 2024

**Breakdown of Expenditure - New Account - October 2023 to 10th January 2024**

	Bank * Charges	Rent	Insurance	Mobile * Lycamobile	Stock / Food	Other Expenses	Totals	<b>Total for Month</b>
1st October to 31st October 2023  <b>No Expenses</b>								<b>0.00</b>
1st November to 30th November 2023 9th November Milk 16th November Milk 23rd November Bags 23rd November Banners 28th November Catering					33.12 33.12	65.00 216.00 286.00	33.12 33.12 65.00 216.00 286.00	<b>633.24</b>
1st Decemehr to 31st December 2023 4th December Milk 4th December Bank Charges 6th December Milk 6th December Lycamobile 8th December Milk 13th December Milk 15th December Milk 18th December Meat & Cheese 19th December Meat & Cheese 20th December Meat & Cheese 22nd December Meat & Cheese	2.47			5.00	33.12 24.84 29.81 41.40 46.92 68.11 107.90 42.77 94.80		33.12 2.47 24.84 5.00 29.81 41.40 46.92 68.11 107.90 42.77 94.80	<b>497.14</b>
1st January to 10th January 2024 2nd January Milk 2nd January Milk 9th January Bank Charges	6.44				33.12 8.28		33.12 8.28 6.44	<b>47.84</b>
<b>Totals</b>	<b>8.91</b>			<b>5.00</b>	<b>597.31</b>	<b>567.00</b>	<b>1178.22</b>	<b>1178.22</b>

Source : Receipts and \* Entries on Bank Statement

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ELLAND AND DISTRICT FOODBANK**

I report to the trustees (who are also Directors for the purpose of company law) on my examination of the financial statements of Elland and District Foodbank ('the charitable company') for the year ended 10 January 2024 which comprise the Statement of Financial Activities, the Balance Sheet and related notes.

This report is made solely to the charity's trustees, as a body, in accordance with section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for my work, for this report, or for the opinions I have formed.

### **Responsibilities and Basis of Report**

As the trustees of charitable company, you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the financial statements of the charitable company are not required to be audited under Part 16 of the Act and are eligible for independent examination, I report in respect of my examination of the charitable company's financial statements carried out under section 145 of the Charities Act 2011 ('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 2011 Act.

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the financial statements. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently, I express no opinion as to whether the financial statements present a 'true and fair' view and my report is limited to those specific matters set out in the independent examiner's statement.

### **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 giving me cause to believe that in any material respect:

- accounting records were not kept in respect of the charitable company as required by section 386 of the 2006 Act; or
- the financial statements do not accord with those records; or

- the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the financial statements give a 'true and fair view' which is not a matter considered as part of an independent examination; or
- the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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 financial statements to be reached.

Name / Details            Robert Stephen Williams ACIB  
                                  15 Ridge View Dr  
                                  Birkby  
                                  HUDDERSFIELD  
                                  HD2 2EX

Signature.....

Date                            6<sup>th</sup> November 2024