



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 1 April 2023 Period start date To 31 March 2024 Period end date

Charity name: Friendly Food Club

Charity registration number: 1201623

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The charity's objects ("objects"), to be carried out for the public benefit in such parts of England as the Trustees shall from time to time determine are specifically restricted to the following: 1) The preservation and protection of good health and wellbeing, particularly but not exclusively among those who are economically and socially disadvantaged, through the provision of educational programmes designed to increase the understanding and skills in nutrition, healthy eating, cooking, meal planning, growing food and budgeting and raise awareness of the relationship between diet and health 2) the relief of those in need, by reason of youth, age, ill-health, disability, financial hardship or disadvantage.
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	The charity has delivered 475 food education and cookery workshops, demos and events and engaged with 10,358 people, aligned with our charitable objectives.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees confirm that they have complied with the requirement of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	This will be addressed in the next financial year.
Policy on social investment including program related investment	Para 1.38	n/a
Contribution made by volunteers	Para 1.38	Volunteers have been key to the success of this year. The Trustees acknowledge their key contribution to many of our projects and will continue to invest in recruitment and best practice management of volunteers. The number of volunteers has increased from 5 to 11, contributing 294 hours over the year.
Other		

## 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>The main focus of activities (54%) over the past 12 months has been on cost of living support for families and older people living in and on the edge of food poverty. Several different community projects included cooking on a budget and using energy efficient equipment.</p> <p>23% of our projects have supported older people directly with providing nutritious and home cooked meals. These groups include those with dementia, living in social housing and at risk of social isolation.</p> <p>22% of our projects have worked directly with children and young people, educating about healthy food and basic cooking skills, particularly through the Holiday Activity &amp; Food Programme.</p> <p>A key achievement has been securing a 3 year National Lottery Reaching communities Grant, with the aim of building the charity's foundations,</p>

		expertise and sustainability to build greater capacity in coming years.
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**Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		



## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>The charity's turnover has risen from £160,758 to £266,285 (+65%).</p> <p>This is due mainly to the receipt of the first National Lottery grant payment (£28,000, a contract from BC&amp;P Council received for work 2024/5 (£64,000) leaving an increase in income of about £13,000.</p> <p>The expenditure is within expected levels to deliver the charity's activities.</p> <p>Project delivery costs 58% Admin costs 11% Staff costs 31% (1/3 of which is project delivery too)</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	No reserves currently held. We intend to instigate a policy to hold 3 month's reserves to cover staffing costs, in the event of closure of the charity. See below.
Amount of reserves held	Para 1.22	£0
Reasons for holding zero reserves	Para 1.22	All finances have been supporting existing projects and core costs. This will be attended to in the next financial year.
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	n/a

### 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	<p>81% of income comes from grants (including National Lottery and local government grants)</p> <p>14% income from charitable activities 5% income from donations</p>
Investment policy and objectives including any social investment policy adopted	Para 1.46	None as yet
		The key risks are identified as the following:

A description of the principal risks facing the charity	Para 1.46	<p>Lack of long term strategy and objectives Focus of management on one person Experience and skills of trustee board Financial sustainability and reliance on grants</p> <p>All of these risks have been the basis for the National Lottery grant, which is now in place (March 2024) and will be addressed in the next financial year.</p>
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	CIO Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
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	Trustees are selected by application, interview, meeting of skills needs, voting unanimously by all trustees.

### 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	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

## Reference and Administrative details

Charity name	Friendly Food Club
Other name the charity uses	None
Registered charity number	1201623
Charity's principal address	Townsend Community Centre Jewell Road Bournemouth BH8 0LT

### 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	Chris Balfe		10/10/23	
2	Guy Patterson		1/4/23 – 11/1/24	
3	Angela Gould	Chair		
4	Mark Heath			
5	Susan Read		10/10/23	
6				
7				
8				
9				
10				
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12				
13				
14				
15				
16				
17				
18				
19				
20				

### 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	

## 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

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

Liz Guilmant-Cush. CEO

## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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## Other optional information

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## Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

<b>Signature(s)</b>		
<b>Full name(s)</b>	Chris Balfe	
<b>Position (eg Secretary, Chair, etc)</b>	Chair	
<b>Date</b>		



CHARITY COMMISSION  
FOR ENGLAND AND WALES

The Friendly Food Club		Charity No (if any)	
Annual accounts for the period			
Period start date	01/04/2023	To	Period end date 31/03/2024

## Section A

## Statement of financial activities

Guidance Notes

### Recommended categories by activity

#### Incoming resources (Note 3)

##### Income and endowments from:

Donations and legacies

Charitable activities

Other trading activities

Investments

Separate material item of income

Other

##### Total

#### Resources expended (Note 6)

##### Expenditure on:

Raising funds

Charitable activities

Separate material item of expense

Other

##### Total

#### Net income/(expenditure) before investment gains/(losses)

Net gains/(losses) on investments

#### Net income/(expenditure)

##### Extraordinary items

##### Transfers between funds

##### Other recognised gains/(losses):

Gains and losses on revaluation of fixed assets for the charity's own use

Other gains/(losses)

#### Net movement in funds

#### Reconciliation of funds:

Total funds brought forward

#### Total funds carried forward

	Unrestricted funds £ F01	Restricted income funds £ F02	Endowment funds £ F03	Total funds £ F04	Prior year funds £ F05
S01	13,047	214,180	-	227,227	155,112
S02	38,364	-	-	38,364	5,448
S03	-	-	-	-	-
S04	-	-	-	-	-
S05	-	-	-	-	-
S06	694	-	-	694	198
S07	52,105	214,180	-	266,285	160,758
S08	-	-	-	-	-
S09	40,688	114,856	-	155,544	126,805
S10	-	-	-	-	-
S11	-	-	-	-	-
S12	40,688	114,856	-	155,544	126,805
S13	11,417	99,324	-	110,741	33,953
S14	-	-	-	-	-
S15	11,417	99,324	-	110,741	33,953
S16	-	-	-	-	-
S17	-	-	-	-	-
S18	-	-	-	-	-
S19	-	-	-	-	-
S20	11,417	99,324	-	110,741	33,953
S21	1,618	63,660	-	65,278	31,325
S22	13,035	162,984	-	176,019	-

*Ed Bull*

1 July 2024

## Section B

## Balance sheet

		Guidance Notes	Unrestricted funds £ F01	Restricted income funds £ F02	Endowment funds £ F03	Total this year £ F04	Total last year £ F05
<b>Fixed assets</b>							
Intangible assets	(Note 15)	B01	-	-	-	-	-
Tangible assets	(Note 14)	B02	-	-	-	-	-
Heritage assets	(Note 16)	B03	-	-	-	-	-
Investments	(Note 17)	B04	-	-	-	-	-
<b>Total fixed assets</b>		B05	-	-	-	-	-
<b>Current assets</b>							
Stocks	(Note 18)	B06	-	-	-	-	-
Debtors	(Note 19)	B07	-	80,869	-	80,869	-
Investments	(Note 17.4)	B08	-	-	-	-	-
Cash at bank and in hand	(Note 24)	B09	15,236	82,115	-	97,351	-
<b>Total current assets</b>		B10	15,236	162,984	-	178,220	-
<b>Creditors: amounts falling due within one year</b>							
	(Note 20)	B11	2,201	-	-	2,201	-
<b>Net current assets/(liabilities)</b>		B12	13,035	162,984	-	176,019	-
<b>Total assets less current liabilities</b>		B13	13,035	162,984	-	176,019	-
<b>Creditors: amounts falling due after one year</b>							
	(Note 20)	B14	-	-	-	-	-
<b>Provisions for liabilities</b>		B15	-	-	-	-	-
<b>Total net assets or liabilities</b>		B16	13,035	162,984	-	176,019	-
<b>Funds of the Charity</b>							
Endowment funds	(Note 27)	B17	-	-	-	-	-
Restricted income funds	(Note 27)	B18	-	162,984	-	162,984	-
Unrestricted funds		B19	13,035	-	-	13,035	-
Revaluation reserve		B20	-	-	-	-	-
<b>Total funds</b>		B21	13,035	162,984	-	176,019	-

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

Signature	Print Name	Date of approval dd/mm/yyyy
	Chris Balfe	
	Iain Stevenson	



Section A

Independent Examiner's Report

Report to the trustees/  
members of

The Friendly Food Club

On accounts for the year  
ended

31<sup>st</sup> March 2024

Charity no  
(if any)

1201623

Set out on pages

1 -48

Respective  
responsibilities of  
trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

The charity's trustees consider that an audit is not required for this year under section 144 of the Act and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the applicable Directions given by the Charity Commission (under section 145(5)(b) of the Act, and
- to state whether particular matters have come to my attention

Basis of independent  
examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent  
examiner's statement

In connection with my examination, no material matters have come to my attention (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities 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.

*\* Please delete the words in the brackets if they do not apply.*

Signed:

Date:

05/07/2024

Name:

Phil Richardson

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

ACMA

<b>Address:</b>	Clear Cut Accounts Ltd, 2 West Moors Rd, Three Legged Cross
	Wimborne Dorset BH21 6QP

<b>Section B</b>	<b>Disclosure</b>
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Only complete if the examiner needs to highlight 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.**

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