



Trustees' Annual Report for the period

Period start date		Period end date	
From	13 March 2023	To	31 March 2024

Section A Reference and administration details

Charity name The Bisley and West End Foodbank

Other names charity is known by

Registered charity number (if any) 1202307

Charity's principal address 41 Guildford Road

West End

Woking, Surrey

Postcode GU24 9PW

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	Simon Moore	Chair		
2	Helen Francis	Trustee		
3	Elisabeth Noble	Trustee		
4	Rev Fiona Simon	Trustee		
5	Anne Motan	Trustee	31 October 2023	
6				
7				
8				
9				
10				
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
None other than as listed above	

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation (CIO)
Trustee selection methods (eg. appointed by, elected by)	Appointment by the Trustees

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.

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Section C Objectives and activities

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

The Charity provides food, cleaning & hygiene products to temporarily assist those in financial difficulty in the villages of Bisley & West End. On referral, we will provide 3 weeks of support & signposting. We receive donations of food & money from individuals, businesses & other organisations located within the Borough of Surrey Heath.

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)

- Outreach to local support organisations to promote and encourage people to seek help by presenting to schools, local community groups to explain the working of the foodbank and to reassure those that require help that they will be treated with dignity, discretion and respect.
- Receives donations through as network of local donation deposit of food and money from local organisations, residents and businesses. Where food items are in short supply, we use the financial donations to purchase the items in bulk.
- Provided regular deliveries of tinned and ambient food, cleaning and hygiene products to residents experiencing difficulty.
- Provided the ingredients for a Christmas meal for individuals nominated by our referral partners. The parcels included fresh meat (or dietary alternative) , eggs, fresh fruit and vegetables, condiments, christmas puddings, mince pies, chocolates,, biscuits, risps and crackers.
- The Trustees confirm that we have referred to the guidance contained in the Charity Commissions general guidance on public benefit when reviewing the Foodbanks aims and objectives and in planning future activities and setting policy for the future provision of assistance to those in need in our community.

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.

The Trustees are very grateful to the volunteers who help the Charity to serve the Community, whether they be those hosting a donation collection box, receiving and storing the donations, managing the stock control, packing delivery boxes, delivering the parcels or making others aware of the existence of the Foodbank. Your help is greatly appreciated as the Foodbank could not operate without the support that you freely give.

Summary of the main achievements of the charity during the year

The Charity provided support to 130 adults, children and pets in the period to 31 March 2024. Clients are referred by a number of local schools, Charities, Churches, the local Council, Citizens Advice Bureau and Social Services. Households receive food, cleaning and hygiene products for a period of 3 weeks per referral to support those in the local community experiencing temporary difficulty.

Section E

Financial review

Brief statement of the charity's policy on reserves

The charity seeks to hold sufficient reserves to fund the Foodbank for up to 9 months. The Charity will only actively fund raise where there is a shortfall in donated goods or cash to purchase goods so as to allow other organisations in need the opportunity to access available funding.

Details of any funds materially in deficit

None

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 Charity receives donations of good from local residents, businesses and organisations. It has a JustGiving page for financial donations.

The charity relies on the goodwill of its volunteers and has only spent funds to further the charitable purpose whilst being legally compliant in taking adequate insurance cover, purchasing racking and creates for food storage, making safe the storage facility and providing an electrical supply to the premises for lighting.

Funds that are not anticipated to be spent in the next 30 days are placed on no-notice deposit.

Section F

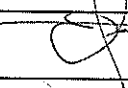
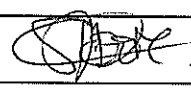
Other optional information

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)	Elisabeth Noble	Simon Moore
Position (eg Secretary, Chair, etc)	Trustee	Chair
Date	21-02-2025	



CHARITY COMMISSION
FOR ENGLAND AND WALES

The Bisley & West End Foodbank

1203107

Receipts and payments accounts

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For the period
from

13/07/2023

To

31/03/2024

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					
Donations	3,325	-	-	3,325	-
Grants received	-	1,000	-	1,000	-
Cash held by Foodbank before CIO registration	9,196	-	-	9,196	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	12,521	1,000	-	13,521	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	12,521	1,000	-	13,521	-
A3 Payments					
Christmas Hampers	2,011	1,000	-	3,011	-
Awareness- Local Fete Attendance	15	-	-	15	-
Insurance	1,238	-	-	1,238	-
Boxes, Bags and Racking	276	-	-	276	-
Premises flooring & electrical supply	834	-	-	834	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	4,374	1,000	-	5,374	-
A4 Asset and investment purchases. (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	4,374	1,000	-	5,374	-
Net of receipts/(payments)	8,147	-	-	8,147	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	8,147	-	-	8,147	-

Section B Statement of assets and liabilities at the end of the period

Category	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Cash at bank & in hand	7,967	-	-
	Just Giving Account	180	-	-
		-	-	-
	Total cash funds	8,147	-	-
	(agree balances with receipts and payments account(s))			

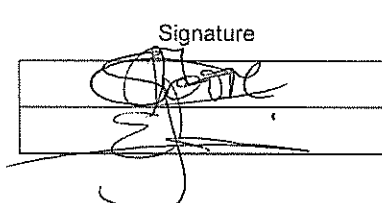
Category	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	None	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Category	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets	None		-	-
			-	-
			-	-
			-	-
			-	-

Category	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Racking, flooring and crates	Unrestricted	-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Category	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	None		-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	Simon Moore	30/01/2025
	Elisabeth Noble	30/01/2025