



*Locally sourced food for local households in need, provided and run  
by local community.*

**UNAUDITED ACCOUNTS FOR THE YEAR ENDING  
31 MAY 2024**

## **UNAUDITED ACCOUNTS FOR THE YEAR ENDING 31 MAY 2024**

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# Management Committee report for the year ending 31<sup>st</sup> May 2024

## Structure, Governance and Management

The Veg Box Donation Scheme (VBDS) is a registered charity #1202544 and is governed by a constitution dated 29 March 2023 and operated by a Board of Trustees.

## Aims

The aims of the charity:

For the public benefit, the prevention or relief of poverty or financial hardship in the United Kingdom, in accordance with Christian principles, in particular but not exclusively by the provision of healthy food, in the form of vegetable and fruit boxes, to individuals and families in financial need.

## Income

**Produce** – A significant source of ‘income’ is the donation of fruit and veg from allotment holders, local growers, and supermarkets, notably Aldi, Lidl, Sainsbury’s, M&S and Tesco through FareShare and Neighbourly, as well as cardboard boxes donated by local businesses.

**Financial** – in the past 12 months we received restricted giving totalling £21,365.00 from the following donors: -

Bedfordshire & Luton Community Foundation £5,000.00  
Central Bedfordshire Ward Councillors Grant - Councillor Fage £75.00  
Central Bedfordshire Ward Councillors Grant - Councillor Howe £310.00  
Langford & Biggleswade Windfarm Community Fund £700.00  
Biggleswade Town Council £375.00  
Biggleswade Town Council £325.00  
Lidl Community Fund £500.00  
Lidl Toy Fund £280.00  
Sainsbury’s £500.00  
The National Lottery Fund £9,950.00  
Sandy Town Council £600.00  
Deepdale Trees Ltd £1,250.00  
Potton Consolidated Charities £1,500.00

In addition, we received general funds totalling £461.57 – included in this figure were the following single gifts of £100 or more: -

S West £100.00  
Ibim Banigo £259.33

## **Management Committee Report for the year ending 31st May 2024 - continued**

### **Annual Review**

#### ***What Do We Do?***

VBDS provides healthy veg boxes, free of charge, to households in North-East Bedfordshire who are referred to us as being in financial need/food poverty. The veg boxes contain fresh vegetables, fruit and eggs donated by local growers, supermarkets/veg suppliers, or purchased with grant funding. Monthly recipe cards with simple, affordable recipes using seasonal ingredients and nutritional information are included in the boxes.

We currently have fifteen volunteers helping with 'corporate' collections from businesses, supermarkets and schools, and the packing and delivery of veg boxes. During the week volunteers drive to and collect donated fruit, veg and eggs from Aldi Biggleswade, Lidl Biggleswade, Tesco Sandy, M&S Biggleswade and any other donations offered to us. We also receive donations of fresh locally grown produce from allotment and other growers, but between October and May the availability of locally grown produce is minimal and so we rely heavily on grant funding to top up what we need for the veg boxes. With the cost-of-living crisis the price of fruit, vegetables and fuel have increased dramatically, adding strain to the budget.

Volunteers also assist with the packing and delivery of the veg boxes Friday morning.

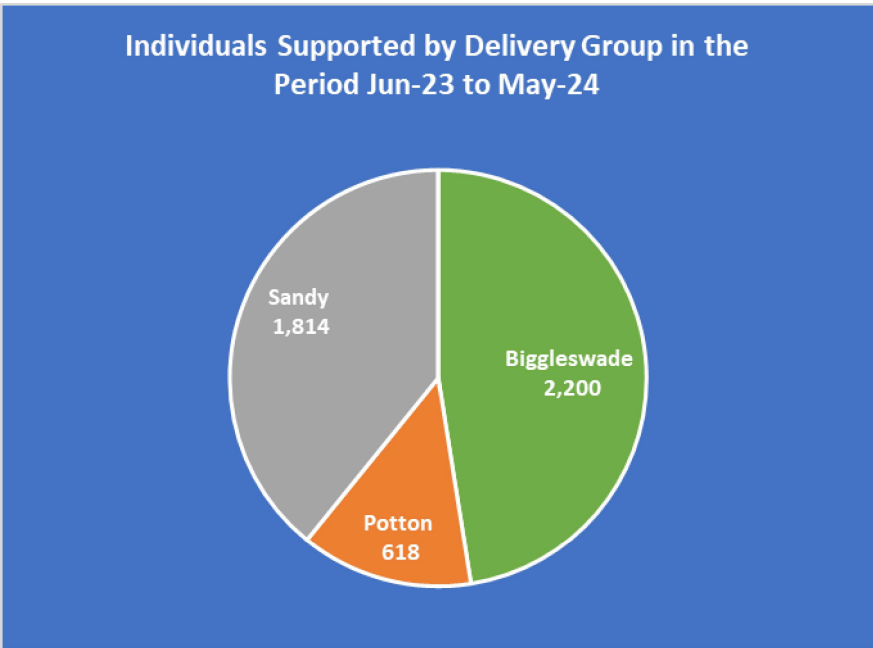
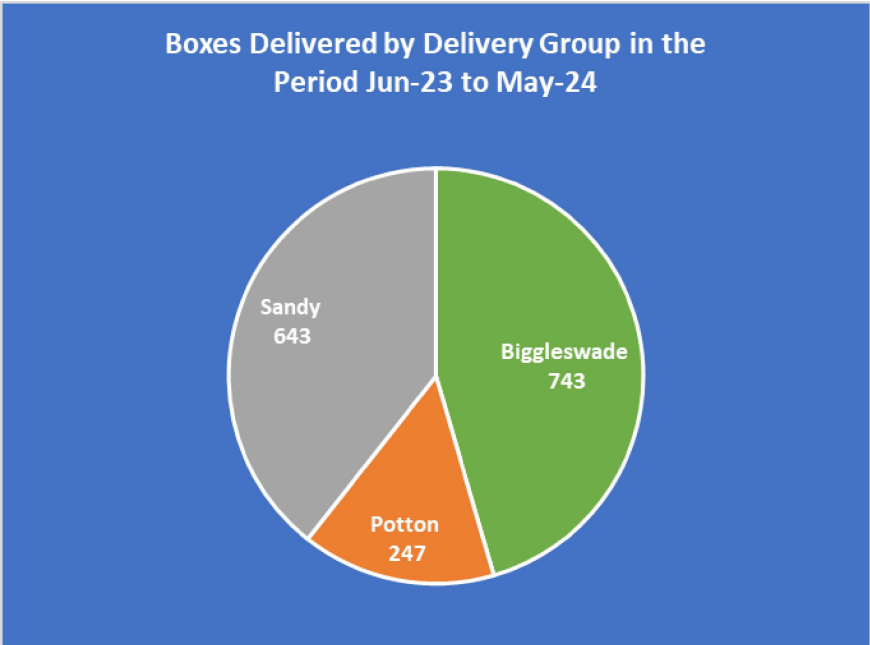
Sustainability is very important to us, and we help reduce food waste through the donations VBDS receives from supermarkets/businesses, and we compost our waste to grow more veg - a circular system.

#### ***Statistics 2023/24***

Total veg boxes delivered: 1633

Total individuals supported: 4632

**Management Committee Report for the year ending 31<sup>st</sup> May 2024 - continued**



**Conclusion**

Households referred to VBDS as being in food poverty or financial difficulty have benefited by receiving weekly, healthy, fresh vegetables and fruit, improving the nutritional value of their diet, thus reducing food poverty, and improving their economic wellbeing by enabling them to spend the money that may have gone to purchasing fresh produce, on other essential expenses. We also receive foods from two supermarkets which can be frozen on the day they expire, and then made available to the recipients if they want it. This can

include fresh meat, poultry, fish and ready meals. The wider community are able to contribute to the provision of veg boxes by donating either home-grown produce, bought produce or cash, or providing their time as volunteers to help those in their community who are in need.

We believe the number of families in need will continue to grow in the coming months and years with the increases in energy prices and food, and the decrease in government aid to those in the lowest income brackets. It is always a balancing act as to how many families we can help given the number of volunteers, the produce that is donated to VBDS and the funding we have available to purchase fruit and vegetables.

At VBDS, our commitment to provide fresh, healthy food to those in food poverty and financial need is at the centre of everything we do. We would like to become a 'community treasure', proven and known as a caring, safe organisation focused on the needs of those we serve, whilst maintaining their dignity.

### **Principal Address**

36 Sandy Road  
Potton  
Sandy  
Bedfordshire  
SG19 2QQ

### **Management Committee**

Sharon Mey – Project Co-ordinator  
Becky Douglas Jones – Trustee & Volunteer Adviser  
Adam Johannes – Trustee & Digital Co-ordinator  
Simon West – Trustee & Treasurer  
Ibim Banigo - Trustee

Statement of Financial Activities for the period ended 31st May 2024

	Unrestricted Funds	Restricted Funds	TOTAL 2024
Income from:			
Donations	£461.57	£21,365.00	£21,826.57
Total Income	£461.57	£21,365.00	£21,826.57
Expenditure on:	Unrestricted Funds	Restricted Funds	TOTAL 2024
Charitable Activities	£954.41	£14,383.88	£15,338.29
Depreciation	£0.00	£300.96	£300.96
Total Payments	£954.41	£14,684.84	£15,639.25
Net Income/(Expenditure)	(£492.84)	£6,680.16	£6,187.32
Total funds brought forward	£1,141.89	£1,729.59	£2,871.48
Total funds carried forward at 31st May 2024	£649.05	£8,409.75	£9,058.80

Balance Sheet as at 31st May 2024

	Unrestricted Funds	Restricted Funds	TOTAL 2024
<b>Fixed Assets</b>			
Tangible Assets	£0.00	£132.96	£132.96
<b>Current Assets</b>			
Deposits and Cash	£16.46	£0.00	£16.46
Cash at bank	£632.59	£9,304.69	£9,937.28
<b>Total Current Assets</b>	<b>£649.05</b>	<b>£9,304.69</b>	<b>£9,953.74</b>
<b>Creditors</b>			
Creditors: Short Term	£0.00	£925.70	£925.70
Payroll Taxation	£0.00	£102.20	£102.20
Net current assets/(liabilities)	£649.05	£8,276.79	£8,925.84
<b>Total Assets less Current Liabilities:</b>	<b>£649.05</b>	<b>£8,409.75</b>	<b>£9,058.80</b>
<b>Funds of the Charity</b>			
Reserves at 31.05.2023	£1,141.89	£1,729.59	£2,871.48
Surplus/(Deficit) at 31.05.2024	(£492.84)	£6,680.16	£6,187.32
<b>Total Funds carried forward at 31st May 2024</b>	<b>£649.05</b>	<b>£8,409.75</b>	<b>£9,058.80</b>

Signed: 

Signed by:

Ibim Banigo

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Ibim Banigo  
Trustee

Date: 12/18/2024

Signed: 

Signed by:

Simon West

ABCFCA19AEAC4F8...

Simon West  
Treasurer

Date: 12/17/2024



## **Notes relating to the Statement of Financial Activities for the period ended 31st May 2024**

### **1. BASIS OF PREPARATION**

1.1 Basis of Accounting - The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014, the Financial Reporting Standard applicable in the United Kingdom and the Republic of Ireland (FRS102) and with the Charities Act 2011. The charity constitutes a public benefit entity as defined by FRS 102. The financial statements are prepared on a going concern basis under the historical cost convention modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity.

1.2 Going Concern - The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

### **2. ACCOUNTING POLICIES**

2.1 Recognition of Income - All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received. For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled. No amount is included in the financial statements for volunteer time in line with the SORP (FRS 102).

2.2 Recognition of Expenditure - All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. It is categorised under the following heading:

- Expenditure on charitable activities includes all costs incurred in fulfilling the charity's objectives, together with any costs in support of these. This category includes costs normally considered support costs but because the building and staff are integral to fulfilling our objectives, they are included here.

2.3 Tangible fixed assets - Tangible fixed assets are stated at cost (or deemed cost) or valuation less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended.

Notes relating to the Statement of Financial Activities for the period ended 31st May 2024 (Contd.)

Minor fixed assets are only capitalised and depreciated for single items valued above £100 as follows: -

Depreciation on other fixed assets is calculated to write off the cost on a straight-line basis over their expected useful life, at the following rates:

Fixture and fittings 25%

2.4 Debtors and Creditors - Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

2.5 Provisions for Liabilities - A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date.

3. Analysis of Income	Unrestricted Funds	Restricted Funds	TOTAL 2024
Donations	£461.57	£0.00	£461.57
Bedfordshire & Luton Community Fund 3	£0.00	£5,000.00	£5,000.00
Biggleswade Town Council 1	£0.00	£375.00	£375.00
Biggleswade Town Council 2	£0.00	£325.00	£325.00
Central Bedfordshire Ward Councillors Grant - Councillors Fage	£0.00	£75.00	£75.00
Central Bedfordshire Ward Councillors Grant - Councillors Howe	£0.00	£310.00	£310.00
Deepdale Trees 1	£0.00	£1,250.00	£1,250.00
Langford & Biggleswade Windfarm Community Fund 2	£0.00	£700.00	£700.00
Lidl Community Fund 2	£0.00	£500.00	£500.00
Lidl Toy Fund	£0.00	£280.00	£280.00
National Lottery Community Fund	£0.00	£9,950.00	£9,950.00
Potton Consolidated Charities 5	£0.00	£1,500.00	£1,500.00
Sandy Town Council	£0.00	£600.00	£600.00
Sainsbury's 2	£0.00	£500.00	£500.00
Total Income	£461.57	£21,365.00	£21,826.57

## Notes relating to the Statement of Financial Activities for the period ended 31st May 2024 (Contd.)

### 4. Analysis of Expenditure

Accounting software	£0.00	£0.00	£0.00
Advertising	£22.00	£218.00	£240.00
Employment costs	£0.00	£5,425.18	£5,425.18
Fruit & Veg top ups	£203.84	£3,279.96	£3,483.80
General office expenses and consumables	£76.19	£1,185.44	£1,261.63
Hall Hire	£160.44	£1,574.30	£1,734.74
Insurance - General insurance	£0.00	£123.20	£123.20
Printing	£0.00	£197.00	£197.00
Volunteer travel expenses	£213.21	£2,038.03	£2,251.24
Volunteer events	£51.06	£181.36	£232.42
Website & Email hosting	£202.72	£186.36	£389.08
Other costs	£24.95	(£24.95)	£0.00
Depreciation on Capital Expenditure	£0.00	£300.96	£300.96
<b>Total Expenditure</b>	<b>£954.41</b>	<b>£14,684.84</b>	<b>£15,639.25</b>

### 5. Tangible Fixed Assets

#### Cost

At the beginning of the period	£0.00	£1,203.83	£1,203.83
Additions	£0.00	£0.00	£0.00
Disposal	£0.00	£0.00	£0.00
31st May 2024	<b>£0.00</b>	<b>£1,203.83</b>	<b>£1,203.83</b>

#### Depreciation

At the beginning of the period	£0.00	£769.91	£769.91
Charge for the year	£0.00	£300.96	£300.96
On disposals	£0.00	£0.00	£0.00
31st May 2024	<b>£0.00</b>	<b>£1,070.87</b>	<b>£1,070.87</b>

#### Net Book Value

31st May 2024	<b>£0.00</b>	<b>£132.96</b>	<b>£132.96</b>
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### 6. Creditors

Suppliers	£0.00	£925.70	£925.70
Payroll Taxation	£0.00	£102.20	£102.20
<b>TOTAL</b>	<b>£0.00</b>	<b>£1,027.90</b>	<b>£1,027.90</b>

## Notes relating to the Statement of Financial Activities for the period ended 31st May 2024 (Contd.)

### 7. Cash at bank and in hand

Cash at bank and in hand

**TOTAL**

**2024**

£9,953.74

**£9,953.74**

## Analysis of Movement of Restricted Funds

<b>8. Analysis of charitable funds</b>	<b>1st June 2023</b>	<b>Income</b>	<b>Expenditure</b>	<b>31st May 2024</b>
Bedfordshire & Luton Community Fund 2	£31.38	£0.00	£46.64	(£15.26)
Bedfordshire & Luton Community Fund 3	£0.00	£5,000.00	£3,670.68	£1,329.32
Biggleswade Town Council 1	£0.00	£375.00	£375.00	£0.00
Biggleswade Town Council 2	£0.00	£325.00	£316.42	£8.58
Central Bedfordshire Ward Councillors Grant 2 - Councillors Wye	£1.64	£0.00	£1.64	£0.00
Central Bedfordshire Ward Councillors Grant 4 - Councillors Fage	£0.00	£75.00	£53.62	£21.38
Central Bedfordshire Ward Councillors Grant 5 - Councillors Howe	£0.00	£310.00	£267.69	£42.31
Deepdale Trees 1	£0.00	£1,250.00	£1,166.56	£83.44
Langford & Biggleswade Wind Farm Community Fund 2	£0.00	£700.00	£702.37	(£2.37)
Lidl Community Fund 1	£241.81	£0.00	£247.26	(£5.45)
Lidl Community Fund 2	£0.00	£500.00	£500.00	£0.00
Lidl Toy Fund	£0.00	£280.00	£0.00	£280.00
National Lottery Community Fund	£0.00	£9,950.00	£4,609.50	£5,340.50
Potton Consolidated Charities 3	£20.84	£0.00	£22.71	(£1.87)
Potton Consolidated Charity 4	£1,000.00	£0.00	£1,000.00	£0.00
Potton Consolidated Charity 5	£0.00	£1,500.00	£414.46	£1,085.54
Sandy Town Council 1	£0.00	£600.00	£514.28	£85.72
Sainsbury's 2	£0.00	£500.00	£500.00	£0.00
<b>Total Income</b>	<b>£1,295.67</b>	<b>£21,365.00</b>	<b>£14,408.83</b>	<b>£8,251.84</b>

### 9. Grant overspend 2024

Income to Bedfordshire & Luton Community Fund 2	£0.00	£15.26	£15.26
Income to Langford & Biggleswade Wind Farm Community Fund 2	£0.00	£2.37	£2.37
Income to Lidl Community Fund 1	£0.00	£5.45	£5.45
Income to Potton Consolidated Charities 3	£0.00	£1.87	£1.87
Expenditure in General Funds	(£24.95)	£0.00	(£24.95)
	<b>(£24.95)</b>	<b>£24.95</b>	<b>£0.00</b>