



Registered No: 1202878

Annual Report and Financial Statements

For the period ended 31 March 2024



Annual Report of the Board of Trustees

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Chair's introduction

It gives me great pleasure to present the first Shop & Drop Annual Report of the Board of Trustees, for the eleven-month period ending 31 March 2024.

Why we started Shop & Drop

Reliance on food banks has increased by 135% since 2017. And, sadly, the demand for them shows no sign of going down. Yet food banks' shelves are often empty of the very items that people most urgently need and want. That is why we piloted the idea of Shop & Drop in the Autumn of 2022 when the cost of living crisis was at its peak with prices of basics soaring in the shops. The pilot was so well received by the managers of food banks that we registered as a charity in April 2023, to develop and expand the service.

What Shop & Drop does

Shop & Drop offers bespoke shopping for essential, basic, nutritious food items needed at short notice by food banks to supplement their food supplies and fill their empty shelves. We contact the food bank managers, ask for a list of the four hundred items they most urgently need and then we **shop and drop** them off, so that they can be distributed immediately.

Where does Shop & Drop operate?

The charity currently operates in three areas in London: Camden, Notting Hill, and Islington. To date, including our pilot, we have shopped and dropped over 30,000 essentials including, items such as tinned tomatoes, tuna, cereal, milk, pasta, pasta sauce, rice, tinned fruit, and vegetables. We also receive frequent requests for toilet paper, sanitary products, deodorants, toothpaste, and shampoo (many children, we discovered, are currently having to wash their hair with washing up liquid).

Why is Shop & Drop so effective?

Having identified a food bank and undertaken due diligence to ensure they are efficient, effective and their activities match our objectives, we sign a Memorandum of Understanding with them to ensure all the food we provide is put to good use. We are in regular, direct contact with the food banks, and we are able to react quickly and efficiently to provide them with exactly what they need when they need it.

What is the business model?

The charity operates a highly efficient and effective economic model. We are entirely volunteer led, with no salary or rent to pay, so donors can rest assured that their money goes directly on buying essential and nutritious food to feed hungry people. Skilful shopping with an online provider, means that any money we receive is stretched as far as possible.

What do the food banks say about our service?

How Shop & Drop help us:

- From our surplus deliveries and food donations, we rarely receive enough vegetables and fruit for our 100 households. Having Shop & Drop enables us to meet our commitment to give every household a nutritionally balanced food box with larger portions of fresh fruit and vegetables.

- Many of our clients live quite chaotic lives and so we aim to deliver a regular, reliable, and consistent service for them. This includes the food they receive in their weekly boxes. We want them to know they



will always get fresh fruit and vegetables, bread, sources of protein and store-cupboard staples like rice and pasta. Shop & Drop's service means we can always deliver on this, topping up in these areas when we are running low.

- Because of the large order sizes Shop & Drop offers, we are able to give all of our clients the same food box rather than compromising on fairness and choosing who will be the haves and have-nots each week.

We are passionate about the service we provide because we know how well it works and how much it is so desperately needed. I hope you enjoy reading this report.

Rosemary Hytner
Chair



Annual Report of the Board of Trustees for the year ending 31 March 2024

The trustees, present their annual report together with the accounts of Shop & Drop for the period ended 31 March 2024.

The accounts have been prepared in accordance with the accounting policies set out on pages 9 to 14 and comply with the charity's governing constitution, applicable laws, and the requirements of Statement of Recommended Practice on 'Accounting and Reporting by Charities' issued in 2019.

Objectives and activities

Following a successful six-month pilot, Shop & Drop was registered as a charity on 28 April 2023.

The charity's objects are the relief of those in need by way of financial hardship and other disadvantage through the supply of essential provision to food banks.

Shop & Drop offers bespoke shopping for essential, basic, nutritious food items needed at short notice by food banks to supplement their food supplies and fill their empty shelves. We contact the food bank managers, ask for a list of the four hundred items they most urgently need and then we *shop and drop* them off, so that they can be distributed immediately.

Shop & Drop's simple and distinct contribution has proven to add real value to those in need and, critically, to the food banks serving them. Shopping ourselves and dropping at scale lifts some of the heavy burden off the shoulders of our food banks and their volunteers.

2. Achievements and performance

- In October 2022 we launched a Shop & Drop pilot to establish the need for the service
- Following the success of the pilot, in April 2023 we became a registered charity, *shopping and dropping* specifically requested items of food to Camden (The Camden Foodbank) and Islington (The ARC Islington) food banks monthly.
- In July 2023 we added a third food bank, The Kensington and Chelsea Foodbank, to receive our bespoke Shop & Drop service.
- In November 2023 we doubled the frequency of our drops from monthly to fortnightly.
- In March 2024 we began delivering three times per month to each food bank.
- We've delivered over 30,000 essential items, all chosen by our food bank managers.
- We've built strong, trusting relationships with all three of our food bank managers, visiting regularly, as well as volunteering. We have a very detailed understanding of how they work and of how we can be of greatest help to them.



Financial review

Income for the eleven-month period to 31 March 2024 was £93,963. 53% of this income was received in the final quarter. This included a grant of £36,000 from the Hollick Family Foundation received in March 2024 to scale up activities in the coming financial year, this has been placed in designated funds. A restricted donation was received during the year of £6,000 to fund toiletries in Notting Hill, leaving £51,963 of unrestricted free income.

Expenditure on charitable activities, delivery of food and toiletries to food banks, was £16,430, 84% of the total expenditure of £19,505. Governance and fundraising costs were £3,075. There were no rent or salary costs and minimal overhead costs.

Investment policy

The trustees, having regard to the liquidity requirements of operating the charity and to the reserves policy, have operated a policy of keeping available funds in interest-bearing deposit accounts.

Reserves policy

The trustees have considered the requirement for free reserves, i.e. those unrestricted funds not designated for a specific purpose or otherwise committed. It has been determined that, given the nature of the charity's work, the level of free reserves should be equivalent to six to nine months of annual expenditure. This allows for future growth and provides sufficient flexibility to cover any temporary shortfall in incoming resources and will allow the charity to cope and respond immediately to a reasonable range of unforeseen adverse circumstances prior to specific remedial plans being implemented. General unrestricted funds of £34,075 as at 31 March 2024, represents approximately eight months of forecast annual expenditure and are therefore within the charity's policy.

Structure, governance and management

Governance

Shop & Drop and its trustees are bound by its Constitution dated 8 March 2023. The names of the trustees who served during the year are set out in the reference and administrative information on page 15.

Recruitment and appointment of new trustees

Reviews are undertaken to assess the skills of the current trustees and identify any areas for strengthening. New trustees are appointed by the existing trustees.

Induction and training of new trustees

New trustees are provided with an induction to familiarise themselves with the charity and the not for profit sector. They are briefed on their responsibilities by the existing trustees. New trustees are also referred to the Charity Commission's guide 'The Essential Trustee'.

Organisational structure and decision making

The trustees review and approve all policies, and follow a strategy set in September 2023. The trustees meet quarterly throughout the year and have an annual session to update and revise the strategy.

Trustee remuneration and conflict of interest

All trustees give their time freely and no trustee remuneration was paid in the year and no expenses were claimed by them. Trustees are required to disclose all relevant interests in



accordance with the charity's Conflict of Interest Policy and withdraw from any decisions where a conflict of interest may arise. No disclosures have been made by the trustees since the charity was constituted.

Management

The charity does not have any paid employees and all fundraising and administrative work is currently undertaken by the trustees.

Risk management

The Board of Trustees reviews and assesses risks faced by the charity.

Policies

Policies for all relevant areas, as determined by the Board of Trustees, are maintained.

Public benefit

The trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefits when reviewing our aims and objectives and in planning our future activities.

Plans for the future

In the next year, we will continue our aim to take Shop & Drop to new areas in London and increase deliveries to our current food banks.

We aim to develop further tools to measure the impact of our service in each partner food bank and ensure Shop & Drop objectives are being met.

This report was approved by the Board on 30 April 2024 and signed on its behalf by:

Rosemary Hytner
Chair

Joanna Hunter
Trustee



Trustees' responsibilities statement

The trustees are responsible for preparing the Trustees' Report and the Financial Statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The report was approved by the trustees of the charity on 30 April 2024 and signed on its behalf by:

Rosemary Hytner
Chair

Joanna Hunter
Trustee



Independent examiner's report to the Trustees of Shop & Drop

I report to the charity trustees on my examination of the accounts of Shop & Drop, Charity Number 1202878, for the period ended 31 March 2024 which are set out on pages 9 to 14.

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 charity'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: 3 June 2024

Jacqui Williams FCA
Donald Reid Group Chartered Accountants
18a King Street
Maidenhead
Berkshire
SL6 1EF



Shop & Drop
Accounts for the period from 28 April 2023 to 31 March 2024
Registered Charity Number 1202878
Statement of Financial Activities

		Unrestricted funds	Designated funds	Restricted income funds	Total funds
	Notes	£	£	£	£
Incoming resources					
Income from:					
Donations and legacies	2	48,994	36,000	6,000	90,994
Charitable activities		-	-	-	-
Other trading activities	2	2,775	-	-	2,775
Investments	2	194	-	-	194
Separate material item of income		-	-	-	-
Other		-	-	-	-
Total		51,963	36,000	6,000	93,963
Resources expended					
Expenditure on:					
Raising funds	3	2,175	-	-	2,175
Charitable activities	3	14,813	-	1,617	16,430
Independent examination	3	900	-	-	900
Other		-	-	-	-
Total		17,888	-	1,617	19,505
Net movement in funds		34,075	36,000	4,383	74,458
Reconciliation of funds:					
Total funds brought forward		-	-	-	-
Total funds carried forward		34,075	36,000	4,383	74,458

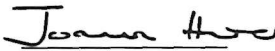


Shop & Drop
Registered Charity Number 1202878
Balance Sheet as at 31 March 2024

	Notes	£	£
Current Assets			
Debtors	4	1,967	
Cash at bank and in hand	5	73,391	
Total current assets		75,358	
Creditors: amounts falling due within one year	6	900	
Total net assets			74,458
Funds of the Charity			
Unrestricted funds	7	35,275	
Designated funds		36,000	
Restricted funds		3,183	
Total funds			74,458

The financial statements were approved by the Board of Trustees and authorised for issue on 30 April 2024 and were signed on its behalf by:


Rosemary Hytner
Chair


Joanna Hunter
Trustee



Shop & Drop
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2024

1. Accounting Policies

Charity Information

Shop & Drop is a Charitable Incorporated Organisation (CIO). It was registered as a UK charity with the Charity Commission of England and Wales on 28 April 2023 under number 1202878 and is governed by its constitution dated 8 March 2023. The charity's principal office address is 12 Parsifal Road, NW6 1UH.

Basis of Accounting

The financial statements have been prepared in accordance with the charity's governing document, Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

Shop & Drop meets the definition of a public benefit entity under FRS 102. Assets and liabilities recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Fund Accounting

The General Fund is an unrestricted fund which is available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for specific purposes.

The Designated Funds are unrestricted funds which have been set up by the trustees to hold funds for specific purposes. The aim and use of the designated fund is set out in the notes to the accounts.

Restricted Funds are funds which are to be used in accordance with specific restrictions imposed by the donors. The aim and use of the restricted fund is set out in the notes to the accounts.

Income and expenditure is allocated to the Funds on a direct or time apportioned basis as appropriate.

Income

Income is included in the period in which the charity becomes entitled to the resources, the trustees have sufficient certainty that they will receive the resources and the monetary value can be measured with sufficient reliability.



Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid is recognised at the time of the donation.

Expenditure

Expenditure is included in the statement of financial activities when incurred and includes attributable VAT which cannot be recovered. All expenditure is allocated to the particular activity where the cost relates directly to that activity.

Investment Income

This is included in the accounts when receivable.

Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due. Accrued income and tax recoverable is included at the best estimate of the amounts receivable at the balance sheet date.

Creditors

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

Cash at cash equivalents

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Taxation

The charity is a registered charity and is therefore exempt from taxation.



2. Analysis of income

	Unrestricted funds £	Designated funds £	Restricted income funds £	Total funds £
Donations and legacies				
Grants and donations	48,994	36,000	6,000	90,994
Other	-	-	-	-
	<u>48,994</u>	<u>36,000</u>	<u>6,000</u>	<u>90,994</u>
Other trading activities				
Fundraising events	2,775	-	-	2,775
Other	-	-	-	-
	<u>2,775</u>	<u>-</u>	<u>-</u>	<u>2,775</u>
Income from investments				
Interest income	194	-	-	194
	<u>194</u>	<u>-</u>	<u>-</u>	<u>194</u>
Total income	<u>51,963</u>	<u>36,000</u>	<u>6,000</u>	<u>93,963</u>

3. Analysis of expenditure

	Unrestricted funds £	Designated funds £	Restricted income funds £	Total funds £
Charitable activities				
Shop and Drops to food banks	2,175	-	1,617	3,792
Other	-	-	-	-
	<u>-</u>	<u>-</u>	<u>1,617</u>	<u>1,617</u>
Expenditure on raising funds				
Events and fundraising costs	2,175	-	-	2,175
Other	-	-	-	-
	<u>2,175</u>	<u>-</u>	<u>-</u>	<u>2,175</u>
Support costs				
Independent examination fee	900	-	-	900
Other	-	-	-	-
	<u>900</u>	<u>-</u>	<u>-</u>	<u>900</u>
Total expenditure	<u>3,075</u>	<u>-</u>	<u>1,617</u>	<u>4,692</u>



4. Debtors

	2024
	£
Accrued Income	<u>1,967</u>

5. Cash at Cash Equivalents

	2024
	£
Cash at bank	<u>73,391</u>

6. Creditors: amounts falling due within one year

	2024
	£
Accruals	<u>900</u>

7. Funds of the charity

Fund names	Purpose and Restrictions	Fund balances brought forward £	Income £	Expenditure £	Transfers £	Fund balances carried forward £
Unrestricted funds	General funds	-	51,983	17,888	-	34,075
Designated funds Hollick Family Foundation	Funds designated to 'scale up' in Financial year 2025	-	36,000	-	-	36,000
Restricted funds - Peggy Post	Toiletries for Notting Hill food bank	-	6,000	1,617	-	4,383
Total Funds		-	93,983	19,505	-	74,458

8. Related Parties

During the period the charity received donations of £2,970 from trustee and related parties of the charity, there were no other related transactions in the year.



Reference and administrative information

Registered name	Shop & Drop
Charity registration number	1202878
Corporate status	Charitable Incorporated Organisation
Registered office	12 Parsifal Road, NW6 1UH
Website	www.shopanddrop.org.uk
Current Trustees	Rosemary Hytner (Chair) Joanna Hunter (Honorary Treasurer) Alison Lurie
Independent Examiner	Donald Reid Group Chartered Accountants 18a King Street Maidenhead Berkshire SL6 1EF
Bankers	Royal Bank of Scotland 36 St Andrews Square Edinburgh EH2 2YB