

*Brampton Foodbank*

*Annual Report*

*1 April 2024 to 31 March 2025*

*Registered Charity Number 1204340*

# ***Trustees' report for the period ended 31 March 2025***

*Registered Charity Number 1204340*

## **LEGAL AND ADMINISTRATION INFORMATION**

### **CHARITY TRUSTEES**

*Susan Aglionby  
Robert Allan  
Angela Findon  
Elizabeth Furneaux  
Jennifer Harvey  
Michael Kane (chair)  
Gary Mitchell  
Philip Nichols  
Ann Oswin  
Brian Pease*

### **REGISTERED OFFICE**

*Brampton Community Centre  
Union Lane  
Brampton  
CA8 1BX*

### **BANKERS**

*National Westminster Bank*

### **INDEPENDENT EXAMINER**

*Rob Hope  
36 Jubilee Road  
Whitehaven*

## ***STRUCTURE, GOVERNANCE AND MANAGEMENT***

### ***Governing Document***

The organisation was formed in February 2023 and granted charitable status as a Charitable Incorporated Organisation on 14 August 2023 and with the charity number 1204340.

The charity is governed by a constitution which was adopted on 1<sup>st</sup> February 2023.

### ***Related Parties***

Brampton Foodbank is an independent organisation. It works in collaboration with referral agencies, local churches, local schools, the NHS and other organisations which provide support into the community.

### ***Trustee Selection Method***

Trustees are appointed by the existing charity trustees for a 3-year term. The number of trustees shall be not less than 3 and no more than 13.

### ***Risk Review***

The trustees have conducted a review of the major risks to which the charity is exposed, and systems have been established to mitigate those risks. These procedures are periodically reviewed to ensure they still meet the needs of the Charity.

### ***Serious Incident***

During the year ended 31 March 2025 no serious incident arose within the Charity that could significantly harm its work, beneficiaries or reputation.

## ***OBJECTIVES AND ACTIVITIES***

The relief of financial hardship amongst people in the rural communities' east of the city of Carlisle, and the surrounding area in such ways as the trustees from time-to-time think fit, in particular, but not exclusively by:

- A) Providing emergency food, essential toiletries, and household items to individuals and families in need and/or for distribution by charities or other organisations working to prevent or relieve poverty.
- B) Such other means, including (but not limited to) the provision of support or signposting to relevant information and other advisory services.

# **CHAIR REPORT**

## **TRUSTEES**

*We began to operate the Foodbank in February 2023 with 10 trustees.*

*There have been no personnel changes among the trustees in the past year. My personal thanks to all the trustees for their contribution to the organisation and for the many stimulating discussions about our direction and response to the world outside.*

*There remain three vacancies on the Trust Board if there are suitable candidates.*

## **VOLUNTEERS**

*I would also like to record my thanks to all our volunteers who have worked tirelessly to maintain the support we provide into the community. We have recently lost or are about to lose several of our most staunch supporters; Viv Harvey, who has driven us forward in our daily operations is drawing back, Margaret and Harry Simpson are ill and unable to spend time in the foodbank at present, Angie Findon, one of our regular shoppers is overcommitted and cannot continue and Analisa Jamil has moved into Carlisle. In addition, Sheila Allason one of our main coordinators is leaving in the summer for family reasons. Thanks to all of them for their contribution.*

*It does leave us vulnerable particularly as the holiday season is fast approaching and we urgently need a new campaign to find volunteers.*

## **CLIENTS**

*The demand for emergency food continues to grow and a two chart are included in the pack showing the number of days of food provided by month. As always, these charts include food provided to adults, children and family pets. In chart 1, "Days of Food to All Clients" a trend line has been added which shows the demand increasing over the course of the year. The average demand in the first quarter was 522 days of food a month whilst in the final quarter it had increased to 1146 days of food a month.*

*The second chart "Days of Food for Self-Refer Clients" shows the increased demand during school holidays from families that normally cope when they have some support from schools*

## **GRANTS AND DONATIONS**

*Over the course of the year we have been supported by numerous organisations and individuals. In particular, the Community Centre have supported us both financially and emotionally, there has been significant financial support from the National Lottery Fund, the Community Fund, the Cumberland Building Society and Fareshare, Oak Tree Animal Sanctuary. In addition, local businesses, community groups, political organisations and numerous individuals have provided financial support as well as food donations. We have been quite successful in fundraising over the course of the year and the volunteers themselves have contributed by buying items from fareshare that we could not issue to clients.*

*I would like to reference King Moor School who have both been involved in donating food to us and in providing volunteer support which is both welcome and enthusiastic.*

## **RISKS TO THE OPERATION IN THE COMING YEAR**

*Our ability to offer support into the community in the coming year has risk associated with it and the list below needs to be addressed. It cannot be a comprehensive list, there are risks that we are not aware of but those listed have a significant impact on the plans for the coming year some of which are intended to mitigate the risk*

- We cannot repeat the level of grant support we got last year*
- We don't maintain contact with the referral agencies which artificially shrinks the demand for support*
- We cannot repeat the public support we got last year*
- The demand for support in the community increases significantly*
- We lose volunteers for some reason that means we cannot function*
- The community centre is unable to provide premises and support as has occurred this past year*

## **PLANS FOR THE YEAR 2025-26**

*Looking ahead, to mitigate the risks to our operation and to improve the support we provide into the community there are a number of initiatives we would like to pursue, subject to available finance.*

- 1. The accommodation we have in the Community Centre has enabled us to develop a purpose-built foodbank and warehousing for the reception and distribution of emergency food. We space and equipment needs to be maintained and we need to reinforce the protocols associated with hygiene, bagging consistency and distribution. We have funding to make these adjustments.*
- 2. An immediate drive to find new volunteers for the foodbank in all areas is essential. We are in danger of being unable to operate through lack of volunteer support.*
- 3. We need to make application for grants for food, household products and for rent so that we can project our service over the whole of the coming year.*
- 4. Other, larger, foodbanks call the referral agencies into their operation at regular intervals to update them and to make sure the connections into the agencies are up to date. We are not in a position to do this so we plan to target individual referral agencies and make sure all of their staff are aware of our presence. This approach will involve visits, meetings and quarterly bulletins. The costs are identified in our current budgets. This was started last year but did not gain traction.*
- 5. Completion of our application to join CAF is a necessary precursor to the public outreach.*

*Finally, thank you again to my fellow Trustees, to our advisers and to our volunteers for managing and operating the organisation and its development over the last year.*

**Mikel Kane, Chair of Trustees**

## **TREASURER REPORT**

### **FINANCIAL REVIEW**

*The total receipts for during the 12 months amounted to £38,934.*

*Payments for the period amounted to £21,67.*

*At the year end the total balance of funds was £24,743*

*(see accounts)*

### **RESERVES POLICY**

*The trustees aim to manage the finances so that there are 3 months of reserves in the unrestricted funds to meet our financial obligations - primarily the costs of food , premises and other overhead costs.*

### **PLANS FOR THE FUTURE**

*See the Chair Report*

### **RESPONSIBILITIES OF THE TRUSTEES**

*The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.*

*The trustees declare that they have approved the trustees' report on 30<sup>th</sup> May 2024*

*Signed: Michael Kane  
Chair of Trustees*



CHARITY COMMISSION  
FOR ENGLAND AND WALES

BRAMPTON FOODBANK

1204340

## Receipts and payments accounts

CC16a

For the period  
from

01/04/2024

To

31/03/2025

### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Donations & Grants	6,101	32,833	-	38,934	25,815
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<i>Sub total (Gross income for AR)</i>	6,101	32,833	-	38,934	25,815
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<i>Sub total</i>	-	-	-	-	-
<b>Total receipts</b>	6,101	32,833	-	38,934	25,815
<b>A3 Payments</b>					
Food	6,578	6,694	-	13,273	8,191
Equipment	181	245	-	426	2,423
Volunteer Expenses	359	354	-	713	496
Rent, Heating & Lighting	3,077	3,000	-	6,077	6,559
Marketing	544	152	-	696	325
Volunteer Training	-	-	-	-	72
Governance	189	265	-	454	-
Miscellaneous	25	14	-	39	263
	-	-	-	-	-
<i>Sub total</i>	10,953	10,724	-	21,677	18,329
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<i>Sub total</i>	-	-	-	-	-
<b>Total payments</b>	10,953	10,724	-	21,677	18,329
<b>Net of receipts/(payments)</b>	- 4,853	22,109	-	17,257	7,486
<b>A5 Transfers between funds</b>	1,300	- 1,300	-	-	-
<b>A6 Cash funds last year end</b>	3,678	3,808	-	7,486	-
<b>Cash funds this year end</b>	125	24,617	-	24,743	7,486

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Bank	125	24,617	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>125</b>	<b>24,617</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	



Report to the trustees/  
members of

BRAMPTON FOODBANK

On accounts for the  
fourteenth months  
ended

31<sup>st</sup> March 2024

Charity no  
(if any)

1204340

Set out on pages

Attached

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

Responsibilities and  
basis of report

As the charity trustees of the Trust, 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 Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed 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 (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

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

R Hope

Date:

08/07/24

Name:

Rob Hope

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

RCA

Address:

36 JUBILEE ROAD

WHITEHAVEN

CUMBRIA

CA28 6XT