



COMMUNITY KITCHEN

HEARTY, HOME-COOKED FOOD FOR ALL

ANNUAL REPORT AND FINANCIAL STATEMENTS

COMMUNITY KITCHEN GLOS CO, NO 1207428

YEAR ENDING 31 OCTOBER 2025.

REFERENCE AND ADMINISTRATIVE INFORMATION

TRUSTEES OVER THE REPORTING PERIOD

- **David Charles CROSS**
Treasurer, founding trustee, re-elected 6 Dec 2024.
- **Deirdre Jane HIND**
Appointed by the trustees 9 May 2025, resigned 24 Sept 2025.
- **Deborah LUSTY**
Food Safety Lead, elected 6 Dec 2024.
- **Melanie Rosalie OLDHAM**
Designated Safeguarding Lead, founding trustee, re-elected 6 Dec 2024, resigned 24 April 2025.
- **Cameron Ryan REES**
Elected 6 Dec 2024, resigned 24 April 2025.
- **Molly THOMAS**
Chair & Designated Safeguarding Lead from 25 April 2025, founding trustee, re-elected 6 Dec 2024.
- **Rebecca TURNER**
Appointed by the trustees 9 May 2025.

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GL2 8JH

Operational Site
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St John's Lane
GLOUCESTER
GL1 2AT

Bankers
NatWest
21 Eastgate Street
GLOUCESTER
GL1 1NH

Insurer
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3000 Parkway
FAREHAM
PO15 7JZ

CIO Registered Name: Community Kitchen Glos CIO

CIO Working Name: Community Kitchen Glos

Charity Commission Registration Number: 1207428



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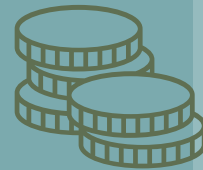
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SECTION 1

OUR COMMUNITY



WELCOME

A WORD FROM OUR TRUSTEE BOARD

On behalf of all the trustees of Community Kitchen Glos, I would like to express how proud we are to present the second ever Annual Report for our charity. This report outlines the achievements we have made and the journey we have been on over the past 12 months, our second year of operation.

I can hardly believe it was a year ago that I sat down to write the foreword to our very first annual report. So much has happened since then, and every step forward has only been possible because of our extraordinary volunteers and supporters. The achievements you'll read about in the pages ahead, and the ambitions we've set for the year to come, belong to all of us. Together, we have built not just a charity, but we've done what we set out to do and built a community. Along with our incredible guests, we've created a space that we all look forward to being part of every Monday evening - a place filled with warmth, welcome, laughter, and delicious, healthy food. It is our volunteers, our supporters, and our guests who shape Community Kitchen Glos, and so we dedicate this report to every single person who makes up our shared community.

I already cannot wait to see what lies ahead of us in the next 12 months (we have lots of big ideas and ambitions!) and what exciting journey we'll be sitting down to describe in next year's report. Thank you for being part of this meaningful adventure with us.

MOLLY THOMAS, CHAIR





TRUSTEES' ANNUAL REPORT

The trustees present the Annual Report and Financial Statements for Community Kitchen Glos, for the period ending 31 October 2025.

Community Kitchen Glos was registered with the Charity Commission for England and Wales as a charitable incorporated organisation (CIO) on 13 March 2024 and its current constitution is dated 1 March 2024.

The Community Kitchen Glos trustees review the progress, aims and objectives of the charity at trustee meetings and in the Annual Report to ensure the charity is delivering for our beneficiaries in line with our charitable purposes. This report looks at what the charity has achieved in the reporting period up to 31 October 2025, reflecting on the successes and impact we have had. The review highlights what we have achieved and helps to ensure the trustees are considering the future of the charity, focusing on the purposes given in the constitution and the associated aims, objectives and activities for future years.

COMMUNiTY KiTCHEN...

OUR ViSiON

A world where everybody has access to healthy, hearty, home-cooked meals and has a supportive community around them.

OUR MiSSION

At Community Kitchen Glos, our mission is to ensure that everyone in Gloucester can access healthy, hearty, home-cooked meals. We are dedicated to addressing food insecurity and creating a supportive, compassionate community, treating all individuals with dignity, respect and kindness empowering both our guests and volunteers to thrive.

OUR CHARiTABLE PURPOSES

1. The relief of poverty or financial hardship in Gloucester through the provision of nutritious meals, practical advice, and signposting to relevant services.
2. The promotion and enhancement of human health through providing information and advice in relation to healthy eating and nutrition.

OUR FOUNDING PRINCIPLES...

1. WE ARE RUN FOR OUR COMMUNITY, AND WE ARE RUN BY OUR COMMUNITY.

We create a space where people in Gloucester can come together to share food and support each other. Our team will always be led by local volunteers, committed to meeting the needs of their community.

2. WE SUPPORT THOSE IN OUR CITY THAT EXPERIENCE FOOD INSECURITY.

We ensure that anyone in Gloucester can access a hot, three-course meal at least once a week. By partnering with local charities, we tackle food insecurity and connect individuals to additional services that can give them the best suited support.

3. EVERYONE SHOULD HAVE ACCESS TO HEALTHY MEALS, SHARED WITH FRIENDS.

We believe everyone deserves regular access to balanced, nutritious, home-cooked meals surrounded by friends or family. For those facing homelessness, isolation or financial challenges, we provide this food in an inclusive, joy-filled community, making this a reality for everyone in our city.

4. EVERY PERSON WILL BE TREATED WITH EQUAL RESPECT, DIGNITY AND KINDNESS.

At Community Kitchen Glos, every person - guest, volunteer or supporter - will be treated with equal dignity and respect. We offer a space without judgement, where everyone is welcome and will be treated with kindness.

5. OUR COMMUNITY EXISTS FOR THE GOOD OF OUR VOLUNTEERS TOO.

We prioritise the well-being of our volunteers, creating a supportive environment where they can thrive. We offer rewarding experiences and skill development in an inclusive and joyful atmosphere that creates strong bonds and positive social interactions.

OUR CITY

We are proud to be part of Gloucester and the incredible people who make this city what it is. Our volunteers, guests, partners and wider community all share a deep sense of belonging here, and Community Kitchen Glos exists because we believe in the people and in the potential of our city.

However, we cannot ignore the data* that shows us the centre of Gloucester faces some extremely high levels of deprivation, and this brings with it specific challenges. These challenges are felt acutely by many of the people who come through our doors each week.

Community Kitchen Glos exists to help address food insecurity in our city and ensure that everyone in Gloucester can access a healthy, hearty, home-cooked meal at least once a week. Food is one of the most important building blocks for wellbeing; when someone has a warm, nutritious meal, it supports their physical health, emotional stability and ability to face whatever lies in their week ahead. Our work is rooted in this simple belief: that no one in our city should have to struggle to meet such a fundamental need.

**In the 2019 Index of Multiple Deprivation (IMD), 9 areas within our city rank in the most deprived 10% in the Country. The neighbourhood we run Community Kitchen in (Westgate 5 LSOA) is ranked in the most 5% deprived*



Community Kitchen Glos is proud to operate as part of a wider network across Gloucester providing free or subsidised meals, and we work closely with many of these brilliant organisations to ensure our community receives the support it needs. Each provider plays a vital role in responding to food insecurity across the city, and we value the partnerships in this collective effort.

In recent years, several local meal providers have moved to takeaway-only models, reflecting the significant pressures and practical challenges involved in running a full dine-in service. As one of the few services still offering a seated, community meal, Community Kitchen Glos aims to compliment the work of our partners by creating a warm, welcoming space with a focus on nutritious, home-cooked food. We believe that the combination of good food and genuine community connection is important for wellbeing, and we are committed to preserving this experience for our guests.

OUR GUESTS

Over the past 12 months, Community Kitchen Glos has continued to open every Monday and welcome a diverse mix of guests from across the city, each with their own reasons for joining us.

In this past year we served an average of 50 sit-in meals and a further 25 takeaway meals, with our busiest nights seeing 95 individuals served a hearty, home-cooked meal across our 2 services; dine-in or takeaway. These huge numbers represent far more than meals alone, they reflect the value of a safe, warm place to eat, rest and connect.



We speak with our guests each week and many of them face difficult living situations. Some are staying in temporary accommodation with limited cooking facilities, others are rough-sleeping with no ability to prepare hot food at all. And whilst some do have access to kitchens, they may live with financial pressures or isolation that make a shared, nutritious meal and the community around it, incredibly important.

We remain committed to operating without referrals, ensuring our doors are open to anyone in Gloucester who needs us, whenever they need us. Our ongoing relationships with many regular guests allow us not only to share meals but to offer signposting to additional support that may help them navigate the challenges they face.



3850 MEALS SERVED IN TOTAL



95 GUESTS ON THE BUSIEST NIGHT



AVERAGE OF 74 GUESTS A NIGHT

OUR VOLUNTEERS

As an entirely volunteer-run organisation, every achievement at Community Kitchen Glos is made possible by our volunteers. Every meal planned, prepared and served, every conversation shared over a cup of tea, and every piece of behind-the-scenes work - from policies to grant applications - is carried out by our dedicated team.

In the last year, 60 different people have spent a Monday evening volunteering with us and having that experience of doing something valuable for the community. We currently operate with a core team of 35 regular volunteers, with some of our most committed having contributed over 150 hours each over the past 12 months!

Across this reporting period we have served 52 community meals, supported by an average of 15 volunteers each week. In total, this represents around 2,450 hours of volunteer time given freely to support our guests and our mission.

We strongly believe in the power of community and the value that comes from people coming together with a shared purpose. We see first-hand the positive impact volunteering has on individuals—the confidence gained, the sense of belonging built, and the skills developed along the way.

Just as our guests join us for many different reasons, our volunteers also come to Community Kitchen Glos with a wide range of motivations. Some are passionate about tackling food insecurity, some are looking to build experience for employment, and some simply want to connect with others and contribute to their community. We support them through training, opportunities and a warm, inclusive environment. One of our founding principles is that we exist for the good of our volunteers too and over this year, we have seen many volunteers grow, thrive and form strong, lasting relationships as part of our team.



TEAM OF 35 REGULAR VOLUNTEERS



AVERAGE OF 15 VOLUNTEERS EACH MONDAY



734 VOLUNTEER SHIFTS OVER 12 MONTHS



OUR FOOD

Our team of volunteer chefs are truly exceptional. Every week they create a fresh, exciting three-course menu for our guests. Every dish is home-cooked from scratch, every week the menu is new and different, and every chef is committed to our mission of serving hearty home-cooked food.

We are always trying new recipes and responding to what our guests tell us they enjoy. Most importantly, our meals are always full of vegetables and nourishing ingredients and always cooked with love! We remain committed to providing food that is not only delicious but genuinely nutritious, supporting the health and wellbeing of our community.



"YOUR FOOD IS
LEGENDARY"

"THE FOOD IS HOME COOKED AND
LOVELY"

"IT'S LIKE A RESTAURANT"

"THE FOOD IS COOKED WELL AND
ALWAYS DIFFERENT"



SECTION 2

OUR PERFORMANCE

MONITORING OUR PERFORMANCE

PERFORMANCE INDICATORS

At Community Kitchen Glos, we are keen to ensure we are delivering for our community and regularly monitor our performance. We monitor our general performance on a weekly basis by looking at:

Quantitative Measures taken weekly:

- Number of meals served, average cost of ingredients per meal

Qualitative Measures taken weekly:

- Incidents and near misses, their severity and actions needed
- Guest feedback on the food served
- Volunteer feedback from their shift

We then also conduct periodic reviews of:

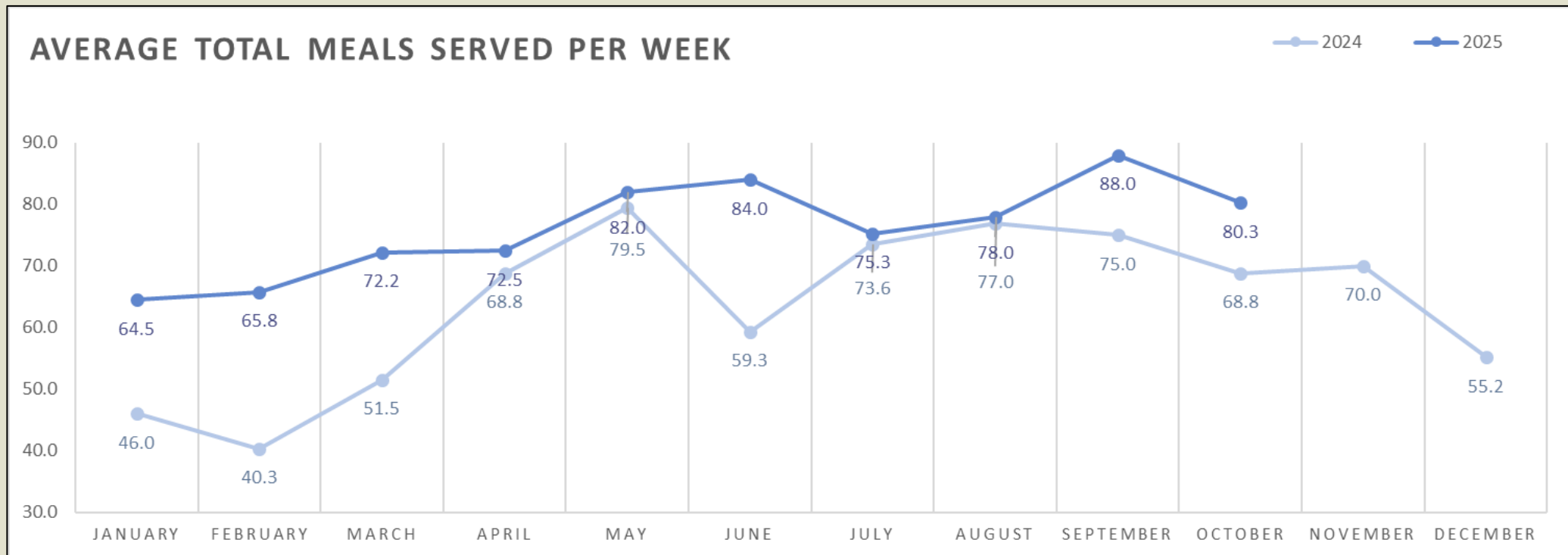
- Volunteer satisfaction and alignment with our purposes and values
- Guest satisfaction with the food and community experience



THE NUMBERS

We continue to monitor the number of meals we serve each week across our services to ensure we have enough food to serve everyone who arrives but without wasting any food. Through 2025 we saw an overall 20% increase in the number of meals served compared with our first year of operation, reflecting both growing need within Gloucester, knowledge of the service we're offering reaching more people, and, hopefully, the trust our community places in us. We also saw similar trends month on month in the number of people using our services.

We've seen limited price inflation in the typical basket of goods we purchase over the past year with vegetables at similar prices and the same venue hire price. Eggs had the most marked increase in price, 20% higher than last reporting year. If we paid full price for everything from a big-four supermarket, it would cost us around £3.14 for a three-course meal. With donations and discounts, the cash cost is around £2 per meal depending on the menu and the number of guests.



THE NARRATIVE

We regularly check in with our guests informally to get feedback on how they're finding our service and what else we could be doing. Annually, we complete a more formal guest survey to get an insight into the service as a whole and have a formal review. In our most recent survey, 54 guests took part and gave us feedback about what was working and what else they wanted from us. Below are some of the highlights of the feedback we received about Community Kitchen Glos:

"IT'S ONE BIG
HAPPY FAMILY"

"IT'S LIKE A
RESTAURANT"

"IT'S SOMEWHERE WARM
AND SOCIABLE. EVERYONE
IS SO FRIENDLY. FEEL SO
WELCOME. "

"NEVER HAD A
BAD MEAL HERE"

"WE LOVE
EVERYTHING"

"YOU ARE THE BEST
MEAL SERVICE IN
GLOUCESTER"

"THE PEOPLE ARE
LOVELY – IT'S
HOMELY"

"CK COULDN'T
BE MORE
WELCOMING"

"IT'S BEAUTIFUL
– SERVICE WITH
LOVE"

PERFORMANCE

FOUNDING PRINCIPLE 1

WE ARE RUN FOR
OUR COMMUNITY,
AND WE ARE RUN
BY OUR COMMUNITY.

OBJECTIVE FOR 2025

1. Diversify our funding base, moving to a broader range of income streams to allow us to remain volunteer led and make decisions for the good of the community.
2. Create sub-committees of our members, led by a Trustee, responsible for key topics where there are members who are passionate about driving forward changes and improvements in that area.

KEY RESULTS

1. In the first reporting year we were highly dependent on grants and resource-intensive fundraising campaigns. During the reporting year we have dramatically increased the proportion of our funding which comes from individual donors. We scaled back grant applications and while we have spent marginally more than we received our base operating costs are more than 70% covered by individual donations and this continues to grow.
2. During the year we have developed our structure to create the role of “Lead Volunteer”. We currently operate with a team of 6 Lead Volunteers, (4 of whom are also Trustees), each taking charge for key area that they are passionate about and have skills to drive forward. This structure has been a significant driver of change and development for charity, and the plan will be to roll this model out further in 2026 with additional Lead Volunteers.

OBJECTIVE FOR 2025

1. Continue to open every Monday and offer a 3-course meal for free to anyone that needs it.
2. Work more closely with organisations providing food aid, mental health and addiction support and housing across Gloucester to offer more integrated support for our guests.

KEY RESULTS

1. Through 2025 we are proud to confirm we opened every single Monday of the year and provided a hot, 3-course meal to everyone that came through our doors for a sit-down meal. We also offered a 3-course hot meal to up to 35 people using our takeaway service. With weekly numbers ranging from around 54 to as many as 95 guests, in one night across both services. There were a few particularly busy evenings when demand exceeded the number of hot meals prepared and guests arriving later for takeaway were offered an alternative cold meal to ensure no one left without food. As our focus remains on providing nutritious, home-cooked meals we are continuing to refine how we plan for fluctuating numbers so we can meet demand confidently while still minimising food waste.
2. In 2025 we made steady progress towards our goal of working more closely with organisations across Gloucester. We expanded our network, welcomed more partners to visit and understand our work first-hand. We also began developing a shared signposting board to bring together the resources and knowledge we've gathered and have obtained permission from the Charity Commission to offer relevant services 'on site' alongside the meal by changing one of our charitable purposes.

PERFORMANCE

FOUNDING PRINCIPLE 2

WE SUPPORT THOSE
IN OUR CITY THAT
EXPERIENCE FOOD
INSECURITY.

PERFORMANCE

FOUNDING PRINCIPLE 3

EVERYONE SHOULD
HAVE ACCESS TO
HEALTHY MEALS,
SHARED WITH
FRIENDS

OBJECTIVE FOR 2025

1. Develop a team of chefs, trained and empowered to create meals that are home cooked and healthy. Begin work to understand and measure the nutritional content of our recipes to ensure we're supporting our guests with an evidence-based approach to the nutritional content of our food.
2. Continue to develop the community feeling and atmosphere we have created. Provide additional training for volunteers on how to de-escalate guest conflict to keep our community safe.

KEY RESULTS

1. How we structure our kitchen team each evening has been developed to support new volunteers to try out the kitchen as a "newbie" and our team of chefs has continued to grow with further training being offered to support the team. An upgrade of kitchen equipment has taken place to ensure the kitchen team can continue to deliver healthy, hearty meals each week for our large number of guests. A digital Recipe Library has been established with every week's menu uploaded to allow us to make further work on measuring the nutritional content of our food.
2. We have continued to grow the community feeling of each Monday night, shown in our most recent guest survey where over 50% of sit-in guests mentioned the sociable, safe, community feel was part of why they liked Community Kitchen. We have further worked with volunteers on how to de-escalate situations and support the team on the rare occasion we have an incident.

OBJECTIVE FOR 2025

1. Develop mechanisms to allow guests, alongside members, a greater say in how we run Community Kitchen giving them the sense of agency which so many guests have told us they lack.
2. Further develop our training and induction process for volunteers to allow them to feel confident supporting guests through safeguarding training and encouraging meaningful conversations with guests.

KEY RESULTS

1. Whilst we have informally listened to guests about what meals and service they most prefer at Community Kitchen and tried to act on it throughout the year, we have been unable to formally adapt a process to allow guests to have greater agency in the decisions of Community Kitchen Glos. Higher than expected levels of trustee and volunteer turnover have slowed progress on this, but it remains a priority for us and we are committed to expand on this work further in 2026.
2. This year we continued to strengthen and refine our volunteer induction and training processes, ensuring every volunteer feels confident in upholding Community Kitchen Glos' values and in how to supporting guests. Two of our trustees have completed level 3 safeguarding training with Community Kitchen, and work has begun on creating dedicated safeguarding resources and training for volunteers which we hope to roll out in 2026.

PERFORMANCE

FOUNDING PRINCIPLE 4

EVERY PERSON WILL
BE TREATED WITH
EQUAL RESPECT,
DIGNITY & KINDNESS

PERFORMANCE

FOUNDING PRINCIPLE 5

OUR COMMUNITY
EXISTS FOR THE
GOOD OF OUR
VOLUNTEERS TOO

OBJECTIVE FOR 2025

1. Work with the Charity Commission to investigate the possibility of adding a charitable purpose to the Constitution of Community Kitchen Glos which allows us to support volunteers as a primary purpose of our charity, rather than an ancillary benefit of the work we do.

KEY RESULTS

1. We explored the possibility of updating our charitable purposes to allow us to support volunteers as a primary aim of Community Kitchen Glos and made a submission to the Charity Commission in June 2025 to clarify how targeted support for volunteers experiencing social exclusion could fit within our constitution. The response we received in late October was not the outcome we had hoped for, and the lengthy timescales in receiving the response involved made it difficult to pursue an appeal within the year. While disappointing, throughout the year we have continued working closely with partners across Gloucestershire to ensure our volunteering opportunities reach people who may benefit most. Supporting volunteers to grow in confidence, build skills, and feel part of a community remains central to who we are, and this principle continues to guide how we operate week to week. We have seen volunteers use their time with Community Kitchen Glos to develop skills, return to work, create social connections, and build meaningful friendships—supported by our CK Social Events and the strong sense of community within the team. We remain proud of our volunteers and committed to ensuring that volunteering with us is accessible, inclusive and genuinely beneficial for each person involved.

WHAT FOR 2026

After two successful years of running Community Kitchen Glos, we have taken time to reflect carefully on what we want to achieve next and how we want to develop to best serve our community. As we continue to grow from a new organisation into a more established and confident one, we remain firmly committed to the values that have guided us from the beginning. Our new objectives build on everything we have learnt so far and will remain our key objectives for, up to, the next 3 years. Work is underway with lead volunteers to develop clear, actionable milestones for within each quarter to progress towards these.

The following table sets out our key priorities for the year ahead against our founding and guiding principles:

CK Principle	Objectives for 2026 and beyond
1. We are run <u>for</u> our community, and we are run <u>by</u> our community.	• Develop more lead volunteer roles to give some of our most dedicated volunteers greater involvement and decision making in how Community Kitchen grows and improves and delivers its charitable objectives. • Act on the guest and volunteer feedback received both formally and informally, to ensure the community is being listened to and our service responds to its needs.
2. We support those in our city that experience food insecurity.	• Continue to open every Monday and offer a 3-course meal for free to anyone that needs it, work to see if we can better predict guest numbers to ensure enough food is available without generating waste. • Create a CK resource and develop complimentary training, to allow all volunteers to effectively signpost further services for food aid, mental health and addiction support and housing, across Gloucester for our guests • (Subject to the new constitution being approved), Develop links with service providers to bring relevant services to our guests at the community meal.

WHAT FOR 2026

CK Principle	Objective for 2026 and beyond
3. Everyone should have access to healthy meals, shared with friends.	• Grow our team of chefs to ensure we can continue to develop and run the kitchen through volunteer absence. • Upgrade our kitchen equipment to equip the team with the tools they need to continue to deal with the high and growing numbers of guests we serve. • Further develop our understanding and recording of the nutritional content of our meals and how to best to support our guests with their overall health outside of Monday evenings.
4. Every person will be treated with equal respect, dignity and kindness.	• Further develop mechanisms to allow guests, alongside members, a greater say in how we run Community Kitchen giving them the sense of agency which many guests have told us they lack. • Develop our approach and training to de-escalation and guest behaviour to ensure everyone at Community Kitchen feels safe and respected by all of the community at all times.
5. Our community exists for the good of our volunteers too	• Work to find a partner charity to offer support to socially excluded volunteers (that we intended to offer internally if we had added the relevant charitable purpose). Benchmark the diversity of our current volunteering community and find creative ways to advertise our volunteering opportunities to a wider and more diverse set of volunteers. • Develop the offerings of social events and training support to volunteers to ensure they feel a valued part of the community

SECTION 3

HOW WE DO IT



APPOINTMENT OF TRUSTEES

The current trustee board has four trustees, two of whom were the founding trustees of the charity. The charity is bound by its constitution to have between three and six trustees but aims to typically have a board of five trustees to balance swift decision-making with collective leadership. We are proposing a number of constitution changes at the second AGM, one of which is to increase the maximum number of trustees to eight, this is to allow trustees to share their roles (e.g. if they have a period when they cannot attend meetings). It remains our intention to have four or five decision makers on the trustee board at any one time.

At the second Annual General Meeting (AGM) of the charity, two of the current trustees will retire (David Cross and Rebecca Turner), and the members of the charity will elect up to two trustees in a secret ballot, these trustees will then serve for up to 3 years.

At each AGM, at least one third of elected trustees and all appointed trustees, will retire and elections will take place for the vacant trustee posts. The trustees that run for election must be members of the charity and must be supported by an existing trustee before they can nominate themselves for election to the trustee board. Existing trustees may stand for re-election once they retire in line with this process.



THE VOLUNTEER TEAM

TRAINING

All volunteers with Community Kitchen are currently offered;

- A formal induction with training on Community Kitchen processes
- Safeguarding Briefing
- L2 Food Hygiene (targeted at Kitchen volunteers)
- L3 Safeguarding (targeted at Trustees and Lead Volunteers)
- First Aid Basics
- Additional training as requested / required

All members of community kitchen are then offered additional training and further work is underway to formalize what we offer our Lead Volunteers and Members.



ORGANISATION

Whilst the trustee board does not operate formal sub-committees, we aim to involve the full membership in the work of the board. The trustee board relies on members who are lead volunteers, each buddied by a trustee, in the following aspects of management of the charity:

- Grants, Fundraising and Finance.
- Food Safety and Food Service Improvement.
- Communications, Social Media and PR

In 2026 we look to appoint additional lead volunteers to further our work in nutrition and the promotion of human health as well as Systems Development and Volunteer Advocacy.



GOVERNANCE MODEL

Many of the challenges experienced by a large percentage of our guests (Community Kitchen's beneficiaries), such as homelessness, addiction, mental health difficulties, and severe financial insecurity, mean that it would likely be challenging for them to serve effectively on a trustee board. It therefore becomes imperative that the Kitchen's trustees and governance model represent the guests in decision-making with an informed, nuanced and current knowledge of the challenges they face. We designed our governance model to explicitly put the needs of our guests at the heart of our decision making by ensuring the entire volunteer workforce, including trustees, are part of that same community and share a common view on how we take our community forward.

Like many small, entirely volunteer-run charities, the charity's trustees are effectively "executive trustees" who perform operational leadership roles in the charity alongside Lead Volunteers who, alongside the trustees form the executive team. Our team of "Lead Volunteers" support the work of the charity like a conventional charity executive or manager. To ensure our trustees are accountable for the performance of the charity and its work with beneficiaries, the trustees are accountable to the members, all of whom are regular volunteers in operational roles working with our guests (beneficiaries). This model functions in a similar way to an employee-owned cooperative. Trustees and members are all required to volunteer regularly in operational roles and in direct contact with guests to ensure that the needs of beneficiaries are always at the forefront of the trustees' minds during corporate decision making and that everyone feels part of the same community.



MEMBERSHIP

Membership at Community Kitchen Glos remains open to anyone who makes a commitment to furthering the purposes of the charity through regularly volunteering with us. The current policy of the trustees is to routinely approve membership for registered volunteers after they have volunteered for the charity for 8 meals where they interact with our guests.

The members of the charity are the volunteers who are closest to our guests (beneficiaries). Many of our members volunteer every week. The members have a diverse set of skills, experiences and perspectives. While members are not typically in the same situation as guests, many of them have life experience which allows them to understand and relate to some of the challenges that are faced regularly by some of our guests. Volunteering regularly also allows these volunteers to build rapport with our regular guests, understand their individual situations and use this understanding to make informed decisions about how Community Kitchen Glos can best serve its community.

The aim of the trustees is to involve the members in the decision making of the charity as much as possible. We have experienced a difficulty with members who simply stop volunteering and do not remove themselves from membership – this can make democratic decisions requiring a majority of all members difficult. We have proposed changes to the constitution to simplify ending membership for someone who evidently no longer wishes to be involved with the charity. We have still seen lots of active participation from members on a variety of matters and aim to be a highly participatory organisation with strong responsibility and accountability structures.



PARTNER ORGANISATIONS

Community Kitchen Glos are proud to have a number of partner organisations across Gloucester who support us and allow us to provide the very best service for our guests.

We work with charities and nonprofits across Gloucestershire that also aim to support similar beneficiaries to us. These include, but are not limited to:

- Gloucester City Mission, Charity Nr 1115780
- The Salvation Army (in Gloucester), National Charity Nr 214779
- Kingfisher Treasure Seekers Limited, Company Nr 08110228
- Gloucester Foodbank, Charity Nr 1113515

We also work alongside, collaborate with and receive support from several other organisations that help us carry out the work of being a charity. These organisations have supported us with finding funding or donations, improving our services and running our charity to the highest standards. These include, but are not limited to:

- Independent Food Aid Network, through corporate membership, Charity Nr 1180382
- St John Northgate Methodist Church (exempt charity)
- Highnam 'Good Neighbour' Cafe (constituted group)
- Minsterworth Free School Foundation (aka The Harvey Centre), Charity Nr 311648
- Gloucestershire VCS Alliance, Charity Nr 1153760
- The Gloucester and District Irish Society Limited, Nr 01188119
- Churchdown Club Limited, an Industrial & Provident Society Nr IP8271R



RISK, SAFEGUARDING & FOOD HYGIENE



RISK MANAGEMENT APPROACH

The Trustees have ultimate responsibility for risk management and Community Kitchen Glos' responses to risk. They are satisfied that appropriate systems and processes are in place to identify key risks and treat them.

SAFEGUARDING

The charity has a designated safeguarding lead who is an active Trustee and has recent level 3 Safeguarding training. We operate a safeguarding reporting process which allows safeguarding concerns to be carefully managed with limited access to details to protect all involved. Safeguarding is reviewed after each meal at "wash-up meetings", volunteers have a dedicated Trustee "advocate" who checks in regularly to ensure reporting is easy and concerns can be raised.

FOOD HYGIENE

Community Kitchen Glos were proud to achieve the maximum five-star food hygiene rating at our first Environmental Health inspection by Gloucester City Council in 2024 and are due a re-inspection in early 2026. We have a relentless focus on improving food safety processes and this is reviewed at the end of every meal at "wash-up meetings". A more thorough review is undertaken quarterly, and food hygiene and allergen control is managed as both a corporate risk and as a set of operational activities.

SUSTAINABILITY

Community Kitchen Glos remains firmly committed to operating in a way that reflects our values, with sustainability continuing to guide decisions we make. We regularly review our practices to ensure we are doing everything we can to minimise our environmental impact while still delivering a high-quality service for our guests.

We continue to serve exclusively vegetarian meals, supporting national recommendations to reduce the environmental impact of food. Many of our ingredients are sourced from within our own community, including vegetables grown and donated by volunteers and supporters, meaning our food often travels only a very short distance before it reaches our kitchen. Across every meal, we recycle all containers and all food waste and we have maintained our use of biodegradable containers and cutlery for takeaway meals.

As we move into the year ahead, we will keep reviewing our operations, seeking new ways to reduce waste, improve sustainability, and work responsibly with the resources we have.





EQUALITY, DIVERSITY AND INCLUSION

Creating a community in which every person truly feels welcome remains at the heart of Community Kitchen Glos. Our founding principle—that every person will be treated with equal respect, dignity and kindness—continues to guide every part of our work, from how we run our meals to how we support our volunteers. We remain committed to making our policies, processes and opportunities accessible, and to ensuring that everyone who wants to be part of Community Kitchen Glos can do so.

Throughout the year we have regularly reviewed how we can remove barriers and better support individuals to thrive. Where possible we provide practical support to help volunteers take part, whether they are building skills, seeking confidence, finding connection or navigating a change in personal circumstances. We remain committed to ensuring that volunteering with us is a positive, meaningful and inclusive experience for everyone.

Looking ahead, we will continue to develop our EDI approach and keep it within the remit of a lead volunteer, ensuring it remains an active, intentional part of our culture. As our community grows, so too will our focus on making Community Kitchen Glos a place where every person feels valued, welcomed and able to contribute.

GOVERNING DOCUMENTS

Community Kitchen Glos was originally set up as a Community Interest Company (not a charity) and that original legal structure was closed in March 2024 and the accounts and tax documentation for that predecessor entity were submitted in 2025.

Now a Charitable Incorporated Organisation, Community Kitchen Glos is operating on its original constitution from March 2024. At the AGM the trustees will be putting a new constitution to the members including a revision to the first charitable purpose to allow the charity to more easily offer complementary services to guests.

In addition to the constitution there are two “rules” or bylaws:

- A rule on polls, providing guidance when a poll should be used to decide on a governance matter.
- A rule on elections, guiding how trustee elections should be conducted with all members involved.



FUNDRAISING

For the purposes of this report, “fundraising” covers the activity of raising funds for Community Kitchen both through donations and through grant applications. We have taken a diverse approach to finding funding during this reporting period, including:

- Broad campaigns for small, one-off donations through social media.

- Targeted campaigns for regular local donors.

- Applications for grant funding from statutory bodies (mainly local government)

- Applications for grant funding from foundations and trusts.

- An aspiration to conduct small-scale trading to raise funds from trading surplus.

Where we’ve raised funds through campaigning for donations, we have voluntarily adopted the Fundraising Code, as set out by the Fundraising Regulator, but have not registered due to the cost, given we are a very small charity. The grants we have received during the reporting period are detailed in the finance section and come from the following organisations:

- Gloucestershire Masonic Charity Action, charity no: 1154801

- The Methodist Church in Great Britain, charity no: 1132208

Prior to accepting or applying for a grant, the requirements of the grant are carefully considered by the trustee board to ensure that they do not conflict with, nor divert attention from the purposes of the charity as given in its constitution.



SECTION 4

FINANCIAL STATEMENTS

BACKGROUND INFORMATION

INCOME STATEMENT

Income received for the reporting period until 31 October 2025 was £8,885 of which £8,728 was made up of grants and donations (including gift-in-kind). There were no trading activities.

REPORTING PERIOD

The reporting period is a full 12 months from 1 November 2024 to 31 October 2025 and represents a full year of operations.

RESERVES POLICY

The total funds the charity held on 31 October 2024, was £14,156 which included restricted funds of £2,763. The amount of general unrestricted reserves (excluding Fixed Assets) on 31 October 2025, after making allowances for any restricted funds and designations, is £11,420. The reserves policy of the charity is set to ensure that our work is protected from the risk of disruption at short notice due to a lack of funds whilst at the same time ensuring that we do not retain income for longer than required. The Trustees have determined that the charity needs free reserves for the following purposes:

- To protect against unforeseen fluctuations in income;
- To provide working capital for the effective running of the charity and manage variations in expenditure levels.
- The Trustees further determined that the charity should be holding enough disposable cash reserves, equivalent to six months of unrestricted reserves forecast activity levels.

The cash position on 31 October 2025 for unrestricted funds - £11,420 - is equivalent to over six months of cover of forecast expenditure. Accordingly the charity has no material uncertainty for the period starting 1 November 2025.

PRINCIPLE RISKS

Our Top-Five Corporate risks by both probability and impact are:

1. During a meal or event, harm, abuse or neglect takes place which is not identified, reported or acted upon.
2. Individuals who perform key functions associated with the charity are lost (for any reason) and service is degraded or essential functions cannot be carried out.
3. A guest, volunteer, visitor or other person is physically harmed during a meal or event leading to consequential action against the charity.
4. During a meal or event, food which is unsafe for human consumption is served leading to sickness or death of a guest.
5. Our information systems are unavailable or compromised by negligence or malicious action.

AUDIT/INSPECTION

In the reporting period the charity had an income of under £25,000 and is therefore not required to have its accounts inspected or audited under the Charities Acts. The trustees have reviewed the accounts in line with Charity Commission guidance CC32a and believe the charity is continuing to meet or exceed all the relevant regulatory requirements.

MOVE TO RECEIPTS AND PAYMENTS ACCOUNTS

The charity produced accruals accounts in the previous reporting period. It is very unlikely that the charity will ever grow to a size where it is *required* to produce accruals accounts and the income level which requires accrual accounts is increasing further in the next version of the Charities SORP. The trustees have taken the decision to move to receipts and payments accounts (R&P). Debtors and creditors are still shown in Section B of the financial statements, so it is still possible for someone reading the accounts to understand the true financial position of the charity.

TRUSTEES' STATEMENT

STATEMENT OF RESPONSIBILITIES OF TRUSTEES

This report has been prepared in accordance with the second edition of the Charities SORP (Statement of Recommended Practice) FRS 102. The report has been approved by a vote of the members and trustees at the Annual General Meeting on 12 March 2026. The board of trustees which has approved this report also confirms that:

1. The trustees are aware of the guidance from the Charity Commission on public benefit, routinely take this guidance into account when making decisions and have not knowingly departed from it;
2. They have selected suitable accounting policies and then applied them consistently;
3. They have observed the methods and principles in the Charities SORP (FRS 102);
4. They have made judgements and estimates that are reasonable and prudent;
5. They have stated whether applicable UK Accounting Standards and statements of recommended practice have been followed (subject to any material departures disclosed and explained in the financial statements - of which there are none);
6. They have prepared the financial statements on a "going-concern" basis.

SECTION A: RECEIPTS AND PAYMENTS

Community Kitchen Glos CIO	No	1207428	From	1 Nov 2024	To	31 Oct 2025	Notes
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	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: Gifts	2,978	2,178	-	5,156	7,259
Donations: Grants from trusts and foundations	2,945	-	-	2,945	4,810
Donations: Government and lottery grants	-	-	-	-	1,638
Donations: Gifts-in-Kind	-	627	-	627	387
Fundraising & Trading: All	-	-	-	-	-
Interest paid: cash deposits	158	-	-	158	79
		-	-	-	-
Sub total(Gross income for AR)	6,081	2,805	-	8,885	14,174
A2 Asset and investment sales					
Asset and investment sales	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	6,081	2,805	-	8,885	14,174

1. STATUTORY INFORMATION

Community Kitchen Glos CIO is a charitable incorporated organisation (CIO) registered in England and Wales number 1207428. The registered office address is The Harvey Centre, Main Road, Gloucester GL2 8JH

2. BASIS OF PREPARATION

The Accounts have been prepared on a receipts and payments basis, in accordance with schedule 2 of the Charities Act 2011. Income and expenditure are recognized in the Receipts and Payments Account at the point when the cash inflows and outflows occur.

3. ACCOUNTING POLICIES

- a) Volunteer time is recognised in the annual report, not the accounts and can be found under Section 1, page ‘Our Volunteers’.
- b) On receipt, donated gifts, professional services and donated facilities are recognised on the basis of the “value of the gift to the charity” this is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the year.
- c) Where a donated gift is foodstuffs for the Gloucester Community Meals activity and we can use it to prepare community meals it is weighed in kilos and valorised using formula based on a ‘basket’ of typically donated food using retail prices obtained at the end of the reporting period. The value we have applied per kilo in this reporting period is £2.06.

SECTION A: RECEIPTS AND PAYMENTS

Community Kitchen Glos CIO	No	1207428	From	1 Nov 2024	To	31 Oct 2025	Notes
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	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 £
A3 Payments					
General: Insurance & Compliance	-	134	-	134	
General: IT & Telephony	-	72	-	72	
Glos Community Meals: Premises Hire	-	3,600	-	3,600	
Glos Community Meals: Materials & Ingredients	-	4,715	-	4,715	3,679
Fundraising & Trading: All	-	-	-	-	57
General: Insurance & Compliance	-	134	-	134	
		-	-	-	-
Sub total	-	8,521	-	8,521	3,736
A4 Asset and investment purchases					
Asset and investment purchases	-	-	-	-	
Sub total	-	-	-	-	-
Total payments	-	8,521	-	8,521	3,736

3. ACCOUNTING POLICIES (CONT.)

d) Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund. Currently the charity only has one restricted fund which is for our Gloucester Community Meals activity. Unrestricted funds are donations and other incoming resources received or generated for the charitable purposes. Designated funds are unrestricted funds earmarked by the trustees for purposes decided by the trustees themselves.

e) Tangible fixed assets: Items of equipment are capitalised where the purchase price exceeds £250. Depreciation costs are allocated to activities on the basis of the use of the related assets in those activities. Assets are reviewed for impairment if circumstances indicate their carrying value may exceed their net realisable value and value in use. Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates and methods in use are as follows:

- Office equipment - 4 years - straight line
- Fixtures and fittings - 4 years - straight line
- Computer equipment - 3 years - reducing balance

f) 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.

SECTION A: RECEIPTS AND PAYMENTS

Community Kitchen Glos CIO	No	1207428	From	1 Nov 2024	To	31 Oct 2025	Notes
----------------------------	----	---------	------	------------	----	-------------	-------

	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 £
Net of receipts/(payments)	6,081	(5,716)	-	365	10,438
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	5,339	8,452	-	13,791	-
Cash funds this year end	11,420	2,763	-	14,156	10,438

3. ACCOUNTING POLICIES (CONT.)

g) Creditors and provisions: Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

h) Pensions: The charity has no paid staff and therefore makes no pension contributions.

SECTION B: STATEMENT OF ASSETS AND LIABILITIES AT THE END OF THE PERIOD

Community Kitchen Glos CIO

No

1207428

From

1 Nov 2024

To

31 Oct 2025

Notes

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Restricted: Glos Community Meals		2,736	-
	Unrestricted: General	11,420	-	-
	Unrestricted: Designated	-	-	-
	Total cash funds	11,420	2,736	-
B2 Other Monetary Assets	Debtors (Gift receipts owed)	200	-	-
B3 Investment Assets	Investment Assets	Restricted: GC Meals	-	-
B4 Assets retained for the charity's own use	Catering Equipment	Restricted: GC Meals	-	-
B5 Liabilities		Fund to which asset belongs	Amount Due	When Due (optional)
	Venue hire, used but not yet paid	Restricted: GC Meals	675	31/01/2026

ACCOUNTS: TRUSTEE APPROVAL

The two sections, the record of receipts and payments and the statement of assets and liabilities have been approved by resolution of the trustees and members in attendance at the Second Annual General Meeting of the charity which took place at The Churchdown Club Limited, Gloucester on Thursday 12 March 2026.

Signed on their behalf by David Cross, Trustee & Treasurer, 12 March 2026.