

**Company Registration Number: NI680061**  
**Charity Number: NIC108458**

**The Pantry Newcastle Limited**  
**(Company Limited by Guarantee)**  
**Annual Report and Financial Statements**  
**Year Ended 31 March 2024**

KPS Chartered Accountants  
Chartered Tax Advisers  
Registered Auditors  
50a Main Street  
Newcastle  
BT33 0AD

**The Pantry Newcastle Limited****Financial Statements****Year Ended 31 March 2024****Contents**

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**The Pantry Newcastle Limited****Charity Reference and Administrative Details****Year Ended 31 March 2024**

<b>Charity registration number</b>	NIC108458
<b>Company registration number</b>	NI680061
<b>Trustees</b>	<p>Jennifer Jane Elizabeth Maccabe  Manus O'Boyle (resigned 31/07/2024)  Patricia Mary Rooney  Yvonne Ann Maginn (resigned 07/12/2023)  Peter Joseph McClean (resigned 08/12/2023)  Sadie Jean Ethel Ogle (resigned 08/12/2023)  Mary Helen Quinn (resigned 09/12/2023)  Vivienne Quinn (appointed 15/01/2024)  Hannah Wilhilmina Wilson (resigned 09/12/2023)  John O'Neill (appointed 10/12/2023)  Maggie Burch (appointed 04/06/2024)  Michael Gordon (appointed 04/06/2024)  Gary Campbell Law (appointed 04/06/2024)  Karen Helena Law (appointed 04/06/2024)  Bryan McNulty (appointed 04/06/2024)</p>
<b>Registered Office</b>	<p>37 Central Promenade  Newcastle  Co Down  Northern Ireland  BT33 0HL</p>
<b>Accountants</b>	<p>KPS Chartered Accountants  50A Main Street  Newcastle  Co Down  BT33 0AD</p>
<b>Bankers</b>	<p>AIB (N.I)  92 Ann Street  Belfast  BT1 3HH</p>

## **The Pantry Newcastle Limited**

### **Trustee's Annual Report**

#### **Year Ended 31 March 2024**

The Trustees present their report and the unaudited financial statements of the charity for the year ended 31 March 2024 which complies with the requirements for a directors' report and accounts under the Companies Act 2006. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

#### **Trustees of the charity**

The directors of the charitable company are its trustees for the purposes of charity law. The trustees who have served during the year ended 31 March 2024 and since the year end were as follows:

Jennifer Jane Elizabeth Maccabe	Hannah Wilhilmina Wilson (resigned 09/12/2023)
Manus O'Boyle (resigned 31/07/24)	Vivienne Quinn (appointed 15/01/2024)
Patricia Mary Rooney	Maggie Burch (appointed 04/06/2024)
Yvonne Ann Maginn (resigned 07/12/2023)	Michael Gordon (appointed 04/06/2024)
John O'Neill (appointed 10/12/2023)	Gary Campbell Law (appointed 04/06/2024)
Peter Joseph McClean (resigned 08/12/2023)	Karen Helena Law (appointed 04/06/2024)
Sadie Jean Ethel Ogle (resigned 08/12/2023)	Bryan McNulty (appointed 04/06/2024)
Mary Helen Quinn (resigned 09/12/2023)	

#### **Objectives and activities**

The association was established to relieve poverty, hunger and financial hardship, promote social inclusion, protect and preserve public health and well-being and to promote the benefit of the inhabitants who are in need of assistance as a result of their poverty or social and economic circumstances (hereinafter called "the beneficiaries") in Newcastle and its surrounding areas in County Down, Northern Ireland in particular but not exclusively (hereinafter called the "area of benefit") without distinction of age, gender, disability, sexual orientation, ethnic identity, political or religious opinion, by associating the statutory authorities, community and voluntary organisations and the beneficiaries in a common effort to relieve poverty and financial hardship with the object of improving the conditions of life for the said beneficiaries and in particular:

- (a) to relieve poverty and hunger of the inhabitants who are in conditions of need, hardship or distress or at risk of social exclusion in the area of benefit by any charitable means and in particular through the provision of emergency food aid, relief goods, funds, training, clothing, advice and care;
- (b) the relief of sickness among the inhabitants by the provision of healthy nutrition and food hygiene practice and the provision of services required to ease their suffering;
- (c) to promote or assist in the promotion, facilitation and organisation of community capacity building and community development programmes and projects for the benefit of the inhabitants within the area of benefit who have need of such assistance as a result of their youth, age, disability or infirmity, or social or economic circumstances, in an effort to increase the abilities, skills and self-confidence of such inhabitants.

For the purposes of the articles 'socially excluded' means people who are excluded from society, or parts of society, as a result of one or more of the following factors: unemployment; financial hardship or low income; race; poor educational or skills attainment; substance abuse or dependency including alcohol or drugs; disability; nationality or ethnic origin; or have experienced a lack of sensitivity to cultural issues.

The Pantry Foodbank provides emergency food hampers to those in need living in the Newcastle and surrounding areas in County Down. Such people are identified by agencies such as Saint Vincent de Paul, Citizen's Advice Bureau, CAP, Home Start, Sure Start, PIPS, local churches. These food hampers also include cleaning products and toiletries. Clients are referred by said agencies. We have a chat with them, identify gaps in care and signpost to other agencies if necessary. We operate in Newcastle on Monday and Thursday afternoons from 1-4pm and provide emergency food aid for at least 3 days.

## **The Pantry Newcastle Limited**

### **Trustee's Annual Report**

#### **Year Ended 31 March 2024**

##### **Public benefit statement**

The charity has given careful consideration to the Charity Commission for Northern Ireland's guidance on public benefit to ensure that the activities entered into during the year have helped to achieve the charity's objectives and activities as well as providing public benefit.

##### **Achievements/Performances in the period**

We have been in operation for a number of years and operate from the Methodist Church based in Newcastle. We are fortunate that they have allowed us to use their premises to provide Front of House location and storage, and as a result our overhead costs are minimal.

Within the past 12 months we have seen a continuous increase in the usage of the foodbank by the local community. Due to various factors such as the cost-of-living crisis including the energy/fuel crisis, the economic financial downturn whereby we went into lockdown, businesses closed and people lost their jobs. Therefore, our local community had been left in a greater need and those presenting for food parcels increased. The pandemic left a major impact on our services and the economy in general and a lot of smaller businesses have closed, therefore leading to an increase in unemployment in the area.

In order to consider everyone's safety we delivered the food parcels to the people's home within the community and continue to do so as we move forward. In terms of our communication and public relations strategy, we hold regular meetings of the PR sub-committee, looking at ways of ensuring that we target those most in need. We visited schools and businesses, increased our social media presence and print press, making regular contributions therefore raising awareness and profiling the foodbank in the area.

Our main sources of income during the last financial period have been through donations, fundraising and various collections. There were also various fundraising initiatives held throughout the year. We have had numerous supermarket, shop and street collections in our local towns which has proved to be a very successful exercise in raising the profile of the Pantry Foodbank and highlighting the need for a foodbank in this area. Also, various voluntary groups, church groups, schools, clubs and individuals have donated generously to the Foodbank throughout the year.

In terms of expenditure this has increased significantly due to the greater demand on our service. Our main expenditure in the financial year was purchasing food supplies which included both tinned food, fresh vegetables and also meat supplies as demand increased and therefore as a result, we had to purchase food when stock was depleting or in low supply.

Due to the rise in energy prices, we were made aware by the statutory agencies that some of our most vulnerable clients were unable to heat their homes, as a result we made a management decision to assist those most in need with the purchase of emergency coal/blocks which were delivered to their homes. This was led by the urgent need at the time.

Thus, even though our donations of food have increased, and we have raised the public profile of the Pantry, there is still a significant expense for us to cover stock costs. We also have Public Liability Insurance cover for our volunteers and clientele. The Pantry Foodbank has no paid staff and all volunteers have provided their help at no cost whatsoever to the Foodbank, which we are extremely grateful for.

##### **Plans for future**

As we move forward ahead in the year ahead, it is imperative for our continued sustainability and growth, that we have the available resources to continue to meet the increase in demand in our local community. The year ahead will be challenging for the Pantry foodbank as we are in a 'cost of living' crisis with fuel prices increasing dramatically, which therefore financially impact on the family household income. Food poverty is on the increase as those facing food/fuel poverty have to make the choice between heating the house or putting food on the table, therefore we will be focusing on raising the profile of the Foodbank in the

**The Pantry Newcastle Limited****Trustee's Annual Report****Year Ended 31 March 2024**

area to ensure that those most in need are able to avail of our services, especially those in the surrounding rural areas.

We need to ensure that The Pantry Foodbank has the finances to deliver our objectives and we will be developing stronger cohesive links with the various voluntary and community groups, schools and businesses to reach those in isolated rural areas. Also due to the increase in unemployment figures and the uncertainty for many businesses we need to ensure we have available resources to meet demand. We plan to hold various fundraising events, street collections, any other activities to promote and raise awareness of the need for a foodbank in our community.

We also looking to engage with the media on regular basis and monthly articles in the local newspapers. Also enhance and develop strategy regarding social media and X (formerly Twitter) to engage with all sections of our community and ensure that our service is reaching those most in need.

## The Pantry Newcastle Limited

### Trustee's Annual Report

Year Ended 31 March 2024

#### Trustees' responsibilities

##### Trustee's responsibilities statement

The Trustees (who are also Directors of the charity company for the purpose of Company Law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in Northern Ireland requires the trustees to prepare financial statements for each financial period 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 of the charity 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 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 charity 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 charity 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 charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

##### Small Companies Exemption

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

24/02/2025

Signed on behalf of the board of trustees on .....

J O'NEILL  
24/Feb/2025 16:34:45

*JOHN O'NEILL*

**MR JOHN O'NEILL**  
CHAIRPERSON

K Law  
24/Feb/2025 16:23:22

*Karen Law*

**MRS KAREN LAW**  
TREASURER

**The Pantry Newcastle Limited****Independent Examiner's Report****Year Ended 31 March 2024****Independent Examiner's Report to the Trustees of The Pantry Newcastle Limited.**

We report on the accounts of the charity for the year ended 31 March 2024 which are set out on pages 9 to 14.

**Respective responsibilities of Trustees and examiners**

As the charity's trustees (and also the directors of the company for the purpose of company law) you are responsible for the preparation of the accounts in accordance with the Companies Act 2006. Having been satisfied that the charity is not subject to an audit under company law and is eligible for independent examination, it is my responsibility to:

- Examine the accounts under section 65 of the Charities Act;
- Follow the procedures laid down in the general Directions given by the Charity Commission for Northern Ireland under section 65(9)(b) of the Charities Act: and
- State whether particular matters have come to our attention.

**Basis of independent examiner's report**

I have examined your charity accounts as required under section 65 of the Charities Act and my examination was carried out in accordance with the general directions given by the Charity Commissioner for Northern Ireland under section 65(9)(b) of the Charities Act.

My examination included a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as charity directors/trustees concerning any such matters.

My role is to state whether any material matters have come to our attention giving us cause to believe:

1. That accounting records were not kept in accordance with section 63 of the Charities Act;
2. That the accounts do not accord with those accounting records;
3. That the accounts do not comply with the accounting requirements of the Charities Act
4. That there is further information needed for a proper understanding of the accounts to be reached.

**Independent examiner's statement**

I have completed my examination and have no concerns in respect of the matters (1) to (4) listed above and, in connection with following directions of the Charity Commission for Northern Ireland, we have found no matters that require drawing to your attention.

N Toner  
24/Feb/2025 21:37:14

*Nicole Toner*

**Nicole Toner**

**Independent Examiner**

**For and on behalf of KPS Chartered Accountants**

**50A Main Street**

**Newcastle**

**Co Down**

**BT33 0AD**

24/02/2025

**Date .....**



**The Pantry Newcastle Limited****Statement of Financial Activities****Year Ended 31 March 2024**

	<b>Notes</b>	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds 2024</b>	<b>Total Funds 2023</b>
		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Income:</b>					
Charitable Activities	2	55,976	-	55,976	65,627
Grants	2	-	-	-	-
Total income		<b>55,976</b>	<b>-</b>	<b>55,976</b>	<b>65,627</b>
<b>Expenditure on:</b>					
Charitable Activities	3	61,582	-	61,582	53,673
Governance Costs	3	950	-	950	900
Total expenditure		<b>62,532</b>	<b>-</b>	<b>62,532</b>	<b>54,573</b>
Net income/expenditure		<b>(6,556)</b>	<b>-</b>	<b>(6,556)</b>	<b>11,054</b>
Net movement on Funds		<b>(6,556)</b>	<b>-</b>	<b>(6,556)</b>	<b>11,054</b>
Reconciliation of Funds					
Total funds brought forward		46,320	-	46,320	35,266
Net movement in Funds for Year		<b>(6,556)</b>	<b>-</b>	<b>(6,556)</b>	<b>11,054</b>
Total funds carried forward		<b>39,764</b>	<b>-</b>	<b>39,764</b>	<b>46,320</b>

All income and expenditure derives from continuing activities.

The statement of financial activities includes all gains and losses recognised during the period.

The notes on pages 11 to 14 form part of these financial statements.

**The Pantry Newcastle Limited****Balance Sheet****Year Ended 31 March 2024**

	NOTES	<b><u>2024</u></b> £	<b><u>2023</u></b> £
<b>Fixed Assets</b>			
Tangible Assets	5	<u>351</u>	<u>184</u>
<b>Current Asset</b>			
Cash at bank and in hand		<u>40,747</u>	<u>47,580</u>
		40,747	47,580
<b>Creditors:</b>			
Amounts falling due within one year	6	<u>(1,334)</u>	<u>(1,444)</u>
<b>Net Current Assets / (Liabilities)</b>		<u>39,413</u>	<u>46,136</u>
<b>Total Assets Less Current Liabilities</b>		<u>39,764</u>	<u>46,320</u>
<b>Net Assets</b>		<b><u>39,764</u></b>	<b><u>46,320</u></b>
<b>Charity Funds</b>			
Restricted Funds	7	-	-
Unrestricted Funds	7	<u>39,764</u>	<u>46,320</u>
<b>Total Charity Funds</b>		<b><u>39,764</u></b>	<b><u>46,320</u></b>

For the year ended 31<sup>st</sup> March 2024 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Trustees' responsibilities:

- The Trustees have not required the company to obtain an audit of its accounts for the period in question in accordance with section 476 of the Companies Act 2006; and
- The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of Accounts.

These financial statements have been prepared in accordance with the special provisions relating to companies' subject to the small companies regime within part 15 of the Companies Act 2006.

**APPROVED BY THE BOARD OF TRUSTEES ON ..... AND SIGNED ON THEIR BEHALF BY**

J O'NEILL  
24/Feb/2025 16:34:45

JOHN O'NEILL

**MR JOHN O'NEILL**  
**CHAIRPERSON**

K Law  
24/Feb/2025 16:23:22

Karen Law

**MRS KAREN LAW**  
**TREASURER**

**The notes on pages 11 to 14 form part of these financial statements.**

## The Pantry Newcastle Limited

### Notes to the Financial Statements

#### Year Ended 31 March 2024

##### 1. Summary of significant accounting policies

###### (a) **BASIS OF ACCOUNTING**

The Pantry Newcastle Limited is a company limited by guarantee in Northern Ireland. In the event of the charity being wound up, the liability in respect of the guarantee is limited to a sum not exceeding £10 per member of the charity.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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) (Charities SORP (FRS 102)), Charities Act (Northern Ireland) 2008, the Companies Act 2006, and UK Generally Accepted Accounting Practice.

The charity has applied Update Bulletin 1 as published on 2 February 2016 and does not include a cash flow statement on the grounds that it is applying FRS 102 Section 1A.

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 and rounded to the nearest £.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

###### (b) **INCOMING RESOURCES**

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to income and the amount can be quantified with reasonable accuracy.

###### (c) **RESOURCES EXPENDED**

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings, they have been allocated to activities on a basis consistent with the use of resources.

###### (d) **ALLOCATION AND APPORTIONMENT OF COSTS.**

All costs relate to the single activity of the charitable company and are recognised accordingly.

###### (e) **FUND ACCOUNTING**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Designated funds are funds set aside by the trustees out of unrestricted general funds for the specific future purposes or projects.

###### (f) **DEBTORS/CREDITORS RECEIVABLE/PAYABLE WITHIN ONE YEAR**

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.

**The notes on pages 11 to 14 form part of these financial statements.**

## The Pantry Newcastle Limited

### Notes to the Financial Statements

#### Year Ended 31 March 2024

(g) **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.

Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost, less estimated residual value, of each asset on a systematic basis over its expected useful life as follows:

Fixtures & Fittings: 15% Reducing Balance method

(h) **LIMITED BY GUARANTEE**

The company is limited by guarantee and does not have a share capital.

#### 2. Income from charitable activities and grants

	2024 £	2023 £
Donations	48,265	63,410
Community Fundraising	7,711	2,217
Grants	-	-
	<u>55,976</u>	<u>65,627</u>

Income from charitable activities was £48,265 of donations including £5,308 of donations which were a transfer from the unincorporated charity: 'The Pantry Foodbank' and income from community fundraising of £7,711 which were all attributable to unrestricted funds. Income from grants in the period was £Nil.

#### 3. Analysis of expenditure on charitable activities

	Unrestricted funds £	Restricted funds £	Total 2024 £	Total 2023 £
<b>Costs Directly Allocated to Activities</b>				
Food Supplies	57,086	-	57,086	49,584
Fuel Supplies	1,460	-	1,460	1,300
<b>Support Costs allocated to Activities</b>				
Insurance	464	-	464	459
Heat & Light	-	-	-	750
General Expenses	897	-	897	1,010
Bank Fees	294	-	294	428
Advertising	198	-	198	110
Depreciation	62	-	62	32
	<u>61,582</u>	<u>-</u>	<u>61,582</u>	<u>53,673</u>
<b>Governance Cost</b>				
Accountancy	950	-	950	900
	<u>950</u>	<u>-</u>	<u>950</u>	<u>900</u>
	<u>62,532</u>	<u>-</u>	<u>62,532</u>	<u>45,695</u>

The notes on pages 11 to 14 form part of these financial statements.

## The Pantry Newcastle Limited

### Notes to the Financial Statements

#### Year Ended 31 March 2024

#### 4 Independent examiner's remuneration

The independent examiner's remuneration amounts to £950.

#### 5 Tangible fixed assets

	Fixtures & Fittings £	Total £
At 01 April 2023	239	239
Additions	229	229
At 31 March 2024	468	468
DEPRECIATION		
At 01 April 2023	55	55
Charge for year	62	62
At 31 March 2024	117	117
NET BOOK VALUE		
At 31 March 2024	351	351
At 31 March 2023	184	184

#### 6 Creditors: amounts falling due within one year

	2024 £	2023 £
Accruals	1,334	1,444
	<b>1,335</b>	<b>1,444</b>

#### 7 Fund reconciliation

##### Unrestricted funds

	Balance at 01/04/2023 £	Income £	Expenditure £	Transfers £	Balance at 31/03/2024 £
General funds	46,320	55,976	(62,532)	-	39,764

##### Restricted funds

	Balance at 01/04/2023 £	Income £	Expenditure £	Transfers £	Balance at 31/03/2024 £
Grants Received	-	-	-	-	-
<b>Total</b>	<b>46,320</b>	<b>55,976</b>	<b>(62,532)</b>	<b>-</b>	<b>39,764</b>

The notes on pages 11 to 14 form part of these financial statements.

## **The Pantry Newcastle Limited**

### **Notes to the Financial Statements**

#### **Year Ended 31 March 2024**

##### **Fund descriptions**

###### **Unrestricted funds**

Comprise funds that the trustees are free to use in accordance with the charity's objectives.

###### **Restricted funds**

There were no restricted funds received during the year.

#### **8 Trustees' and key management personnel remuneration and expenses**

The trustees neither received nor waived any remuneration during the year.  
Key management personnel are considered to comprise the trustees.

No trustees are accruing pension arrangements.

The trustees did not have any expenses reimbursed during the year.

**The notes on pages 11 to 14 form part of these financial statements.**