

Levenmouth Foodbank

Community Support Project

**Trustees' Report and
Receipts and Payments Accounts**

Year to 30 September 2025

Scottish Charity No: SC 044087

Reference and Administrative Information

Charity Name: Levenmouth Foodbank Community Support Project

Charity Registration Number: SC 044087

Contact Address: Methil Evangelical Church
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Trustees

All trustees served throughout the period unless otherwise indicated.

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Principal Office-bearers

Chairperson: [REDACTED]
Secretary: [REDACTED]
Treasurer: [REDACTED]

Independent Examiner

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Bankers

Royal Bank of Scotland
Rosslyn Street
Kirkcaldy
Fife KY1 3AA

Trustees' Annual Report

Year ended 30 September 2025

The Trustees are pleased to present their report together with the financial statement of the charity for the year to 30 September 2025.

Status of Charity and Governing Document

The Levenmouth Foodbank Community Support Project is a Scottish Charitable Incorporated Organisation being established by constitution. The charity is a Scottish Charity (No SC044087).

Aims and Affiliation

The aims of the charity are as follows:

- The prevention or relief of poverty in the Levenmouth area, in particular but not exclusively, by providing emergency food supplies to individuals in need and/or charities or other organisations working to prevent or relieve poverty.
- To promote, establish or operate projects and initiatives with charitable purposes.
- To advance citizenship and community development by encouraging volunteering within the organisation

The charity is franchised by the Trussell Trust and is a member of the Scottish Council of Voluntary Organisations.

Trustees and Office Bearers

At each AGM all of the Trustees must retire from office – but then are deemed to be re-elected unless any one of them advises the Board prior to the conclusion of the AGM that he/she does not wish to be reappointed.

Achievements and Performance

This year to the end of September 2025 has been busy with continuation of two foodbank sessions and two cafes every week, in addition to exciting project work including research into substance use and crisis food support, a review of participation in the service, schools project, and involvement in cash first pilot project with Fife Council and other partners. We are thankful to those who have donated food, money, resources, and their time and skills to allow us to continue our work in the Levenmouth community.

Our Trussell Pathfinder journey ended with our financial year. Through this, we have taken time to understand the wider landscape in which we operate, have completed research and investigations in different areas of our work and issues that are leading people to use the foodbank. Through our referral pathways work, we have experienced a reduction in the number of people needing to access crisis food support through the foodbank service.

Our foodbank service provides three days of food, up to three times in six months by referral. In addition to providing food and an opportunity for one-to-one chat and a cup of tea with our volunteers, we have enhanced our crisis support foodbank service by formalising our signposting and onward referral systems. Upskilling volunteers and recording our actions have allowed us to better understand our impact for those experiencing crisis. This work has led us to stronger relationships with our partners, in addition to ensuring people get the support they need at the right time.

Crisis Food Parcel Key Figures	
Parcels Fulfilled	1262 (4% decrease from last year)
Number of people fed Adults	1627
Number of people fed Children	866
Households Supported	656
New Households Supported	267 (40.7%)

Café Connect has grown, with the second day with Salvation Army continuing for the year. We see approximately 70 customers over the period of a month, with 20-30 attending each café where they enjoy hot food, company, access to laptops, newspapers, and a game of pool. We have partners from other agencies who attend regularly to provide informal support and information in their areas of expertise, in addition to supporting warm handover to other services. Salvation Army are no longer able to support the second café in the new financial year, however the charity intends to continue providing this service.

Café Connect partnered with SAMH to create a garden space at the front of the building in an area that was previously unused. The Hope Garden is due to be finished in November 2025, and will incorporate edible elements and provide a calm reflective space for the community to use. This has created skill-building opportunities for a team from the café, while building relationships with the SAMH team. It is hoped that this link will continue into next year, utilising the growing beds at the back of the building to grow vegetables for cooking.

Café Connect Key Figures	
Average weekly attendance Tuesday	25
Average weekly attendance Thursday	23
Gardening Project attendance	6
Pool Tournament attendance	25

The schools project has continued to provide sessions at the foodbank for older primary aged children, engaging them in practical activities exploring concepts of financial education, weights and measures, budgeting, healthy eating, and workplace examples, all in addition to the role of the foodbank in the community. We hosted 10 classes from 7 schools, with teachers commenting on the engaging practical set-up of activities and the support that volunteers give children when working through the activities.

The service employs four part-time members of staff who support over 30 volunteers to complete 152 hours each week through 12 defined roles. As members of the local community, the volunteer team have created a welcoming community for their neighbours who use the service, making the foodbank and café a safe and inclusive place for people to spend time.

Funding

The charity has attracted funds from Innovate Foods Ltd, Russell Trust, Asda, Diageo, Trussell Trust, Neighbourly, Fife Housing Assoc., Andrew Wemyss, and many other individual donations. Friends of the Foodbank donated a total of £7907 in the year by standing order every month.

For the period ending September 2025, the income received was £100857 and the expenditure was £193198

Financial Review

It is the policy of the charity to maintain reserves of twelve months of operating costs to safeguard contractual and employee liabilities. Reserves on 30th September 2025 were £140402 of which £40465 were restricted. The level of reserves is within the policy of the charity.

A budget has been prepared for the year October 2025– September 2026 and the Trustees are confident that any shortfall in income will be supplemented through reserves.

Future Plans and Commitments

Four aims have been agreed by the Trustees namely:

- The reduction of food poverty in Levenmouth
- The improvement in the financial skills of clients and schoolchildren
- The decrease in social isolation of people living in poverty.
- Support to help people improve their financial situation through improved signposting, by assisting with benefit claims and by increased joint working with partner agencies.

Statement on Risk

The Trustees, on an ongoing basis, assess the major risks to which the charity is exposed.

Statement of Trustees' Responsibilities

The trustees must prepare financial statements which give sufficient detail to enable an appreciation of the transactions of the charity during the financial year. The trustees are responsible for keeping proper accounting records which, on request, must reflect the financial position of the charity at that time. This must be done to ensure that the financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (As amended) and the Regulations Anent Congregational Finance approved by the General Assembly of the Church of Scotland in 2007. They are also responsible for

safeguarding the assets of the charity and must take reasonable steps for the prevention and/or detection of fraud and other irregularities.

Trustees' Responsibilities

Under legislation relating to charities in Scotland, the Trustees are required to prepare financial statements for each financial year which give a true and fair view of the state of the charity's affairs and its incoming resources and application of resources, including its surplus or deficit for that year, and which have been properly prepared from and are in agreement with the accounting records of the charity and comply with relevant disclosure requirements.

In preparing those financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently.
- Make judgements and estimates that are reasonable and prudent.
- Prepare the financial statements on an ongoing concern basis unless it is inappropriate to presume that the charity will continue its activities.

The Trustees have a general responsibility for taking such steps as are reasonably open to them to safeguard the organisations assets and to prevent and detect fraud and other irregularities.

On behalf of the Trustees

[Redacted Signature]

[Redacted Name]

Trustee/Secretary

Date:24/11/25.....

Levenmouth Foodbank Community Support Project

SC 044087

Independent Examiner's Report to the Trustees of Levenmouth Foodbank Community Support Project

I report on the accounts of the charity for the period ended 30 September 2024 which is set out from page 7 to 10.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. (As Amended)

The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. An examination includes 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 seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In the course of my examination, no matter has come to my attention (other than disclosed below*)

1. which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with Section 44 (1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
 - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulationshave not been met, or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name:



Address:



Date: 30/11/25

LEVENMOUTH FOODBANK COMMUNITY SUPPORT PROJECT
YEAR TO 30TH SEPTEMBER 2025

Receipts and Payment Accounts

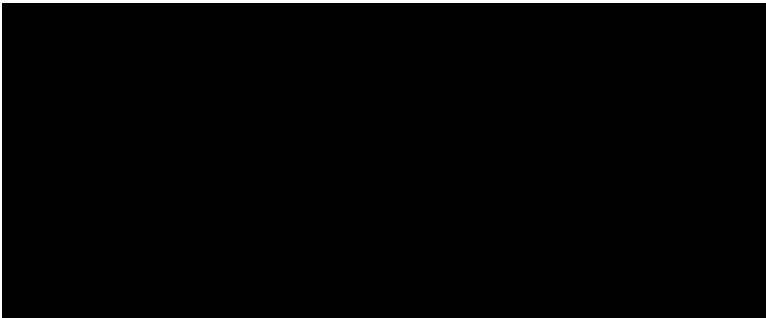
	Unrestricted	Restrict ed	2024/25	2023/24
Receipts				
Donations	18451	17064	35515	41024
Legacies	0	0		0
Grants	0	60667	60667	138177
Fundraising	0	2400	2400	2600
Trading	0	0	0	0
Investments	0	0	0	0
Rents	0	0	0	0
Other	2275	0	2275	2656
Sub Total	20726	80131	100857	184457
Sale of Assets	0	0	0	0
Sale of Investments	0	0	0	0
Total Receipts	20726	80131	100857	184457
Payments				
Expenses for Fundraising	216	0	216	216
Gross Trading Payments	0	0	0	0
Investment Management	0	0	0	0
Payments related to				
Charitable activities	57085	135897	192982	131926
Grants & Donations	0	0	0	0
Governance	0	0	0	0
Sub Total	57301	135897	193198	132142
Purchase of Assets	0	0	0	0
Purchase of Investments	0	0	0	0
Total Payments	57301	135897	193198	132142
Net Receipts	-36575	-55766	-92341	52315
Transfers	0	0	0	0
Surplus/Deficit for year	-36575	-55766	-92341	52315

LEVENMOUTH FOODBANK COMMUNITY SUPPORT PROJECT
YEAR TO 30TH SEPTEMBER 2025

Statement of Balances

	Unrestri cted	Restricted	Total
Bank and Deposit			
Balances brought forward	130522	102221	232743
Movement in year	-36575	-55766	-92341
Transfers	0	0	0
Bank and Deposit			
Balances carried forward	93947	46455	140402
Investments at market value	0	0	0
Assets	0	0	0
Liabilities	0	0	0

These accounts were approved by the Trustees on
24/11/25



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Treasur
er

LEVENMOUTH FOODBANK COMMUNITY SUPPORT PROJECT YEAR TO 30TH SEPTEMBER 2025

Notes to the accounts

1. Trustee expenses and remuneration: During the year no trustee received reimbursement of expenses or remuneration from the charity.

2. Movement of funds

	Opening Balance	Receipts	Payments	Transfers	Closing Balance
Unrestricted					
General Fund	130522	20727	57301	0	93948
Restricted					
Equipment Fund	0	0	0	0	0
Foodbank Fund	0	22314	0	977	23291
Financial Inclusion	35962	18407	53392	-977	0
Pathfinder	66259	39409	82505	0	23163
Total Funds	232743	100857	193198	0	140402

Purposes of Restricted Funds

The foodbank fund is grants to fund specific aspects of the foodbank operation. Financial Inclusion is a grant from the Trussell Trust to allow us to work with them to provide a dedicated financial advice service to our clients. Pathfinder is a grant from the Trussell Trust to improve the operation of the organisation and its network.

LEVENMOUTH FOODBANK COMMUNITY SUPPORT PROJECT
YEAR TO 30TH SEPTEMBER 2025

Notes to the accounts (continued)

3. Analysis of payments

	Unrestr icted	Restricted	Total
Salaries	28413	33467	61880
Travel & Expenses.	3058	0	3058
Training	370	0	370
Rent & Insurances	1908	1004	2912
Telephone & Advertising	1746	0	1746
Lighting & Heating	4755	4845	9600
Stationery & Printing	1458	0	1458
Vouchers	6389	0	6389
Food Purchases	7689	1000	8689
Equipment	2122	0	2122
Motor Expenses	1873	0	1873
Hygiene Products	80	0	80
Miscellaneous.	3511	0	3511
Pathfinder	0	1690	1690
Financial Inclusion	0	26764	26764
Total	63372	68770	132142