

**FOOD FACTS FRIENDS PROJECT
SCOTTISH CHARITY: SC047203
TRUSTEES' FINANCIAL REPORT
YEAR ENDED 29 FEBRUARY 2024**

The Trustees present their annual report and financial statements of the charity for the year ended 29 February 2024, the seventh year of operation since formation of the charity on 24 February 2017. The financial statements have been prepared in accordance with the accounting policies to comply with the Charities and Trustee Investment (Scotland) Act 2005, The Charities Accounts (Scotland) Regulations 2006 (as amended) and 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.

Objectives and Activities

The prevention or relief of poverty. Providing a non-threatening point in our community where those finding themselves in need of food, seeking information on community support services, or simply someone to listen to their problems can find food, advice, friendship, and support.

The relief of those in need, by reason of age, ill-health, disability, financial hardship or other disadvantage.

Achievements and Performance

The large increase in demand experienced in the previous period continued unabated. The numbers of people seeking help in finding food for their families or for themselves marginally exceeded the exceptionally high level in the previous period.

The project operated from premises at 42 John Street, Penicuik, EH26 8AB throughout the accounting period. The move to larger premises in August 2020 has enabled an expansion in the services offered. These include, a Community Café offering free tea and coffee along with a bite to eat and an opportunity to socialise with others, a free Zero Waste Community Fridge and a Community Pantry providing food at minimal cost. The year ended 29th February, 2024 was the first full year the Pantry was open. It was open 6 days a week and had 575 members at that date.

MELDAP (Midlothian and East Lothian Drug and Alcohol Partnership): In March, 2023 we joined in partnership with MELDAP where we allowed them the use of a room in the Community Hub and set up a Connection café. They provided funds to us to cover the cost of (a) additional food (b) additional hours worked by the Manager and (c) additional heating and lighting. The sum received was £12,388.80

General Fund

The total Income was £113,468.68 and includes donations from Individuals and Businesses (£32,453); Grant Awards from Organisations (£17,584); Income from Fund-raising Events (£12,878); Christmas (£592) and Pantry Income, including Membership Fees, (£37,422). Grant Awards from Organisations includes funding from Midlothian Council most of which allows us to pay the Project Manager a part-time salary.

Total Expenditure during the year was £98,790.55 and includes purchase foods & toiletries (£19,131), PPE equipment and consumables (£6,768), Asset Additions (£7,320) energy supplies: gas, electric (£14,410), Premises costs (including waste disposal) (£16,759), staff costs (£17,802), van running costs (£4,601), and volunteer training & support and other operational costs.

Van

The Trustees agreed that the balance of the Van Fund as at 1st March, 2023, £4,014.08 should be transferred to the General Fund.

LACER Fund

In February, 2022, the Scottish Government announced a new £80 million initiative to target support for Local Businesses and Communities as part of the next phase of the Pandemic. The guiding policy was to support economic recovery and cost of living impacts on low-income households. Food Facts Friends was identified as a "trusted partner" for disbursement of these LACER Funds. £20,200 was received from

Midlothian Council between 1st March 2023 and 29th February 2024.

The sum of £19,910.48 of the LACER Fund was disbursed to those meeting the criteria. These included: purchase of essential white goods, payments to assist with electricity and gas bills.

The balance of each Fund as at 29th February, 2024 was:

General Fund £78,081.35 and

LACER Fund £ 1,200.51

The total of the two, and year-end Bank balance was £79,281.86

The project has developed relationships with a wide number of food suppliers who regularly donate excess foods at no cost to the Project, including, Asda, Costco, Lidl, M&S, Greggs, Tesco. The Community Hub also supports other community support charities, e.g. Children 1st, Women's Aid, MELDAP Social Workers, providing confidential rooms on an ad-hoc basis for meeting those in need in our community.

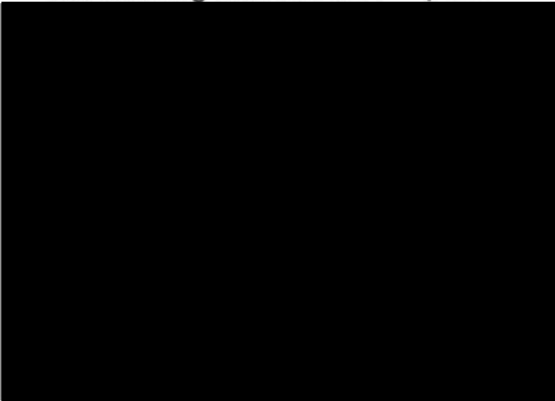
Sir Robert Clerk continues his role as Patron. He is a great admirer of the Project and his advice and connections have already proved valuable.

Three Trustees stood down and two new Trustees were appointed at the AGM in September 2023. This reduces the number from nine to eight. The maximum allowed under the terms of the Constitution is nine. A further Trustee joined in December, 2023.

Reference and Administrative Information

Trustees

The following Trustees were in place for all or part of the financial period.



In line with the Project constitution, at the AGM, all of the charity trustees elected and appointed during the previous annual period shall retire from office and can stand for re-election. New Trustees may also be elected at the AGM and join the board of Trustees.

Trustees' Responsibilities in Relation to the Financial Statements

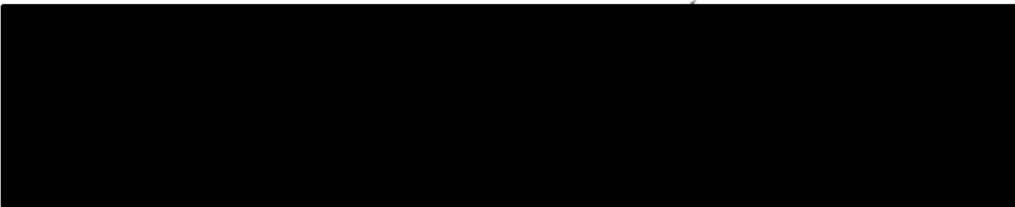
The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards

The law applicable to charities in Scotland requires the charity trustee to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the organisation for that period. In preparing those financial statements the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the method and principle in the applicable Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statement of recommended practice have been followed, subject to any 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 organisation will continue in business.

The Trustees of the Food Facts Friends Project must prepare financial statements which give sufficient detail to enable an appreciation of the transactions of the Food Facts Friends Project during the financial year. The Trustees of the Food Facts Friends Project are responsible for keeping proper accounting records which, on request, must reflect the financial position of the Food Facts Friends Project 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.



Date 26/11/24

Independent Examiner's Report

I report on the accounts of the charity for the year ended 29 February 2024 which are set out on page 5.

Respective responsibilities of trustees and examiner

The charity 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. 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 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, of the statement of accounts for the year ended 29 February 2024, no matter has come to my attention,

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 Regulations have 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.

██████████, CA
Ian J Brown & Company
Chartered Accountants
4 Lothian Street
Dalkeith
EH22 1DS

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Date.....24/11/24.....

Food Facts Friends Project – Report and Accounts
Year Ended 29th February 2024

RBS Current Account Opening Balance (General, Van & LACER Funds) – 1st March 2023	£64,314.21
GENERAL FUND	
Opening Balance – 1 st March 2023	£59,389.14
Transfer of Van Fund	£4,014.08
Amended Balance	£63,403.22
Income	
Donations (Regular Donations & Individuals)	£12,358.00
Donations (Occasional & Organisations)	£20,094.75
Grant Award (Organisations)	£17,583.98
Fund Raising Activities	£12,878.06
Donations for Christmas	£592.50
Pantry	£37,422.59
MELDAP Funding	£12,388.80
Furniture Sales	£120.00
Other Income	£30.00
TOTAL INCOME	£113,468.68
Expenditure	
Food & Toiletries Purchased	£19,131.09
Fareshare Food Supply (Cyrenians) Contract	£6,786.00
Equipment (including PPE items, overalls, consumables)	£6,768.56
Asset Additions	£7,319.98
Training – eg Food hygiene, refreshments, volunteers, meetings	£63.36
Memberships, Licences & Permits	£1,503.71
Premises: Services, Waste Removal, RBS refurbishment	£16,759.03
Stationery	£548.70
Charity Insurance	£286.16
Organised Events	£1,153.47
Energy Charges: Gas & Electricity	£14,410.06
Vehicle Running Costs	£4,601.43
Children's Clothes Purchased	£428.20
Staff Costs	£17,802.38
Professional Fees	£1,228.42
TOTAL EXPENDITURE	£98,790.55
General Fund - Income less Expenditure	£14,678.13
General Fund Closing Balance as at 28th February 2024	£78,081.35
VAN FUND	
Opening Balance – 1 st March, 2023	£4,014.08
Transfer to General Fund	(£4,014.08)
Van Fund Closing Balance as at 29th February 2024	£0.00
LACER FUND	
Balance brought forward 1 st March, 2023	£910.99
Funds Received from Midlothian Council	£20,200.00
Expenditure – Total disbursements	(£19,910.48)
LACER Fund Closing Balance as at 29th February 2024	£1,200.51
RBS Current Account Closing Balance (General and LACER Funds) 29th February 2024	£79,281.86