



Trustees' Report and Financial Statements for the Year ended 31st October 2019



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Throughout our Annual Report there are stories which have been told by our clients. We collect these stories and they are shared with permission to show the situations facing local people, to input into the national discussion and to show future clients that they are not alone in the struggles that they are facing.



1) Exeter Foodbank – Letter from our Trustees

Once again, 2018/19 has been an extremely busy year for Exeter Foodbank. We have seen a **17%** increase in the number of clients that we have served; resulting in the increase of emergency food parcels from **6,558** to **7,657**. Of this number, **2,342** were given to local children.

To meet this need, we've increased our opening hours and made subtle changes to how we do distribution. There is less of a queuing system, more of a personal and sympathetic approach which allows time and space to really deliver on our mission statement to '*restore dignity and revive hope*'.

As we write our report, we are in the process of arranging to redecorate the area that we use at *The Mint Methodist Church* to make it a more welcoming space for our volunteers and clients. We owe so many

thanks to the Minister and members at The Mint, who have worked so hard to accommodate us as food poverty in the city has rapidly increased. We are grateful to them not only for the space they provide us with, but also for the support, prayers and hospitality that they have shown us for many years.

In addition, we would like to thank publicly, Kate Galliford and the volunteers at the Beacon Centre, our satellite distribution Centre. They have been passionate, enthusiastic, supportive and accommodating of us over the last two and a half years, and the number of clients served in Beacon Heath continues to grow due to their hard work.

We continue to be indebted to both Rob and Helen Taverner at the *Orange Elephant* for their support and willingness to 'buy in' to our vision as a project. At this time, we are excited to be working with them towards building a new store which will be used by EFB over the coming years. We have seen demand for our service increase by such levels that we are in danger of outgrowing our current store. Rob and Helen have been more than 'landlords'; they have been wonderful mission partners in our work and we feel genuinely privileged to work with them.

There have been many 'highlights' this year. Without a doubt, one of these was working with the churches around the city who partnered with us in December 2018 in a Gift Project which saw over 130 children given Christmas gifts.

Other highlights include taking part in our Annual Sponsored Walk (with my family dressed as strawberries!), Holiday Lunch Clubs, seeing EFB named as Charity of the Year by both a local Solicitor's Firm and by Exeter College, deepening relationships with Exeter University and our first Christmas Carol Service! The work of this charity is as diverse as it is amazing!

We don't know what each year will bring, but along the journey we do get to meet and work with some wonderful people. Included in this number, are approximately 160 people who volunteer their time,

energy and passion to support people who they do not know and try to make sure that nobody goes to bed hungry in this city.

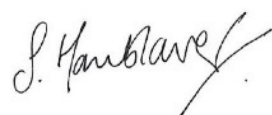
Being involved in Exeter Foodbank is quite some experience; it is to see small miracles almost every day. Time and time again we see needs that we cannot fulfil – but then whenever we need help or donations, they seem to arrive in the nick of time. As a Christian charity, we believe that this cannot be coincidence, but it is a testament to divine provision and generosity.

On a personal level, I want to again thank the Management Team and Trustees. It is still an enormous privilege to serve God, and to serve local people as Chair of Trustees of this charity. With a young family and demanding full time job, it is not a position I could undertake without such a determined, supportive, loving and professional team alongside me.

This loyal and talented team is enabling us to work towards some exciting new initiatives in 2020 which we hope will develop our work and allow us to give even greater support to some of our clients during the times of crisis when we meet and support them.

With God's help the Trustees and Management Team continue to plan for the future. We do not know what the future will bring us in 2020. However, for more than a decade we have seen our needs met and our prayers answered by the wonderful people of Exeter. During the last year we marked our 10th Anniversary as a charity. Every year we hope that this will be the last year that Foodbanks are needed in UK. However, for as long as we are able, as long as the support continues to arrive and as long as we are needed to serve even a single hungry client, we will do this the very best of our ability.

With very best wishes

A handwritten signature in black ink, reading "S. Hornblower".

Sarah Hornblower

Chair of Trustees



Our Trustees (left to right) Matt, Gerry, Sarah, Gary and Pete at our Annual Volunteer Thankyou Meal where we marked our 10th Anniversary as a charity).

2) STRUCTURE, GOVERNANCE & MANAGEMENT

2.1 Governing Document

Exeter Food Bank was incorporated as a company limited by guarantee on 8 June 2008. It registered as a charity with the Charities Commission on 25th March 2009 under charity number 1128795.

2.2 Organisational Structure

Trustees:

Exeter Food Bank is directed by a board of trustees, who also serve as directors for the purpose of company law. The members are people drawn from local churches and, as well as sharing their common Christian faith and values, bring a diverse range of expertise from their working lives. Trustees are appointed at the charity's Annual General Meeting. They all give their time voluntarily and receive no remuneration or other financial benefits for the work they undertake as charity directors. Trustee board meetings are held at least quarterly and formal business is conducted largely by discussion and consensus.

The board takes responsibility for all policy decisions and the charity's finances. The minutes of board meetings constitute the formal record of proceedings and decisions taken and approved by the trustees.

Financial Oversight:

The treasurer of the charity is also a trustee and reports regularly to the trustees as to the charity's ongoing financial status. A trained volunteer carries out much of the day-to-day financial management of the food bank, under the close supervision of the treasurer and a second designated trustee.

Employees:

The foodbank employs three part-time staff; a Project Manager and an Administrator undertake the day-to-day running of the charity. This year we have also appointed a Logistics Support Worker, whose role is explained in the following report.

Management Team:

The trustees have delegated much of the day-to-day running of the charity and operational decisions to a Management Team. During the year, the Management Team was comprised of three volunteers (one of whom is also a trustee) and the two employees. Management Team meetings take place at least bi-monthly; minutes are kept as a formal record of proceedings. The Trustees and Management Team attend shared 'away days' in order to develop the long-term vision of the foodbank.

Volunteers:

The foodbank benefits from the service of approximately 160 volunteers, who are recruited from all sections of the local community. Voluntary team leaders oversee specific areas of operation, including warehouse management, supermarket collections and food distribution sessions.

Related Organisations

Exeter Foodbank is affiliated to the Trussell Trust, a charity based in Salisbury, which is registered in England and Wales under charity number 1110522. The Trussell Trust assists charities and communities to open new food banks nationwide, and provides ongoing support and advice in operational matters.

2.3 Risk Management

Risk Register & Policies:

The trustees give consideration to the major risks to which the charity is exposed via a risk register when updating its annual plan. These include internal and external risks that, if occurring, would be likely to affect finance and resources and other aspects of the work of the charity. The trustees are satisfied that procedures and systems are in place to monitor and control these risks to mitigate any impact that they may have on the charity and in its future operations.

Exeter Foodbank has an appropriate manual for staff, volunteers and clients of the charity which is reviewed annually. This includes policies covering Data Protection, Equal Opportunities, Health & Safety, Safeguarding (Vulnerable Adult and Child Protection) and Complaints.

Financial Procedures:

The trustees have ensured that comprehensive insurance cover is in place to cover risks. A Financial Procedures Policy has been formalised and implemented, and finances are kept under regular review. The financial statements have been prepared in accordance with the accounting policies set out below and comply with the charity's Memorandum and Articles of Association and in accordance with applicable accounting standards, and with the requirements of the Revised Statement of Recommended Practice "Accounting and Reporting by Charities" issued in 2005 and with the Companies Act.

GDPR

EFB takes Data Protection very seriously. During the early part of 2018 we worked hard to ensure that all of our online and office practice are in line with the *General Data Protection Regulations* which were implemented in May 2018. We review all of these policies annually and update them with guidance from The Trussell Trust.

Quality Assurance:

The Trussell Trust carries out regular quality assurance inspections of Exeter Food Bank, including in areas of statutory compliance, working practices, volunteer roles, public relations and communications, fundraising, safeguarding and sustainability. The quality assurance report for 2017 commented that *'The Foodbank is managed efficiently by the part-time Project Manager, ably assisted by the part-time Administrator. The trustees are extremely supportive... Overall I was extremely impressed with the work that the trustees, staff and volunteers are doing and the impact that the foodbank is making in the city.'*



EFB – a recognised Living Wage Employer



Another Delivery of Emergency boxes all ready to go!

2.4 Major Developments in 2018/19

Increase in Clients

The most significant change in our year was an increase in of approximately 17%. During this period, we saw the full rollout of Universal Credit in Exeter. We put in a great deal of work in preparation for this. We met with both Exeter City Council and Job Centre Plus for planning meetings. We were also present in a multi-agency meeting with many of the city centre projects who are working with financially vulnerable clients.

New Distribution Times and Sessions

In July 2019, in response to growing demand, we introduced an extra weekly Distribution Session at The Mint Methodist Church. This allowed us to have four sessions there each week. We also increased the length of the sessions and moved them to 11.30am-2.00pm to include the lunch hour period.

We consulted with our volunteers, referrers and clients about the changes to our times. This has been a positive change which has allowed us to spend more time with the clients, reduce waiting times and be open at the times that most people requested. This has also been very helpful for some of our main referral agencies too who tend to be quieter early in the mornings (from 9-11am) which is when the majority of clients try to get referred.

This has also meant us increasing our number of weekly restocks and increasing our restock team.

Ultimately, we have made these decisions because of the longterm pattern of increased foodbank use in the city. We hope that by making these changes will allow us to better serve our clients over the coming years.

Logistics Support Worker

In November 2018 we appointed a part-time **Logistics Support Worker**. This 12 hour a week role has given us provision to assist our Store Manager, restock and collections team during busy periods. While the work of the foodbank has increased significantly, it has become vital to have a staff member who we can depend on at peak times (like Harvest and Christmas). This annualised contract allows us the freedom to have an employee to assist when the need is greatest.

Fundraising

During the previous year we had employed a part-time fundraiser to help us build some funding streams to ensure the stability of EFB. While we no longer have a specific employee for fundraising, the work has continued to produce results during the last financial year. Other significant initiatives include:

- We were invited to take part at The **Bradninch Music Festival** in the summer of 2019. We ran a music stage with local musicians and received a donation of £3000.
- We were very fortunate to be named as *Charity of the Year* by both **Exeter College** and **Stephens Scown Solicitors**. Both of these organizations have offered us so much more than financial donations; they have both been keen to send volunteers to help us in collections, sorting and distribution sessions.
- The second **Exeter Foodbank Sponsored Walk** took place in 2019. This was a wonderful community event which raised both money and awareness of the work that we do.

- EFB also became a regular recipient of support from **the Turner Locker Barnfield Car Park** project in the city centre, which gives weekend parking spaces in exchange for a monetary donation. This has become a much appreciated and significant regular fundraiser for us.
- EFB has also begun to fully harness the power of **social media** for online donations via Facebook. Our online donations have regularly increased over the last couple of years.

Exminster Local Distribution

We continued to develop food distribution in Exminster (a village 6 miles South of Exeter City Centre). Working in partnership with the local church and **Westbank Community Centre**, we are able to offer pre-packed food parcels to clients in the area saving them the transport costs and inconvenience of coming into the city.

We have also worked with local charity **Neighbourhood Friends** to offer deliveries to Exeter and Exminster for clients who are unable to physically collect from our Distribution Sessions at The Mint or The Beacon.

Holiday Lunch Club

During Summer 2019 we worked in partnership with various other charities to provide a **Holiday Lunch Club** for local school children whose families could not access free school meals through the holidays.

The events were hosted by **The Beacon Centre**, **Wonford Rd Community Centre** and **St Sidwell's Community Centre** and were supported **Liberty Housing Association**, **Exeter Food Action** and **West Town Farm**.

Our role in the holiday clubs was to provide food and volunteers for the lunch sessions.



Cookbook made by Young Devon and given to EFB clients



Summer Holiday Lunch Club at Wonford Rd Community Centre

Commendation by The Lord Mayor of Exeter

EFB was delighted to receive a Commendation Award from The Lord Mayor of Exeter in 2019. This was awarded at a ceremony at the Guildhall, and presented by Lord Mayor Rob Hannaford to mark the contribution that the charity has made to the community of Exeter in recent years.



eVouchers for Referral Agencies

In Autumn 2019 we began to work with some of our key referrers to issue **eVouchers** to clients who were visiting EFB.

The **eReferral System** allows us to instantly see how many vouchers a client has had in the previous weeks/months. It also gives deeper insights into the reasons for the crisis and should enable us to assist clients further in tackling some of the root issues. If our trial is successful, we hope to move the majority of our referrers on to this system.

Client Story

I am 44 years old, and have cared for others all my life, as both a registered general nurse and a mum. I am physically fit but emotionally worn down and blessed to have a healthy boy and currently a roof over my head.

I want to thank you whoever you are for donating to Exeter food bank and the volunteers who helped me through my tears earlier today. Thank you and a big hug to the person who donated a chocolate children's advent calendar and to the person who donated a tin of tomato and basil soup. I usually make my own soups and cook from scratch most days but I felt nurtured and held today - somebody mothering me after all the years mothering others.

3)OBJECTIVES, AIMS & ACTIVITIES

3.1 Charitable Objectives

The objective of the charity, as set out in the charity's governing trust deed, is to relieve persons in the United Kingdom and elsewhere in the world who are in conditions of need, hardship or distress in such ways as the trustees from time to time think fit.

3.2 Aims

Emergency Food Provision:

Exeter Food Bank seeks to alleviate food poverty in and around Exeter by providing short term, emergency food for families or individuals in crisis via a voucher referral scheme. Beneficiaries come from a broad cross-section of the local community; they include families, young people, both the unemployed and those in work. Anyone can be referred to Exeter Food Bank, regardless of background, belief, race or creed.

Contextual Support

Through close partnership working and effective sign-posting, the food bank aims to relieve the immediate physical and psychological pressures caused by food poverty, whilst ensuring that more long-term support is put in place.

Raising Awareness of Food Poverty:

Additionally, Exeter Foodbank aims to raise awareness of the complex issues that surround food poverty and to contribute to research into its causes. In doing so, we aim to improve public understanding of the causes of food poverty, engender greater community cohesion and contribute constructively to public debate.

Collectively, these measures aim both to meet immediate local need and to address the wider causes of food poverty, in order to promote long term change.

3.3 Public Benefit

Each year, our trustees review our activities and strategies to ensure that we are effective in reaching those most in need of assistance in the local area, and in meeting our longer term aims. In carrying out this review, the trustees have considered the Charity Commission's general guidance on public benefit and in particular its supplementary public guidance on the Prevention of Relief of Poverty for the Public Benefit.

3. How the Foodbank Works

- Non-perishable food is donated by members of the public from a prescribed list
- Food is transported to our warehouse, where it is sorted by date and by type.
- Clients in crisis are assessed by one of our authorised referral agencies and are issued with a foodbank voucher.
- Clients bring their voucher to one of our food distribution sessions where it is exchanged for 3 days' worth of nutritionally-balanced food
- Clients are encouraged to access further sign-posting and support services, as required.

3.5 Objectives for the Year

- To further develop robust, sustainable administrative resources and governance structures to support the consistently high volume of clients using our service.
- To improve access to our services for previously under or unreached groups, including vulnerable people in outlying areas of the city.
- To provide further support in helping clients to address the underlying causes of their crises.

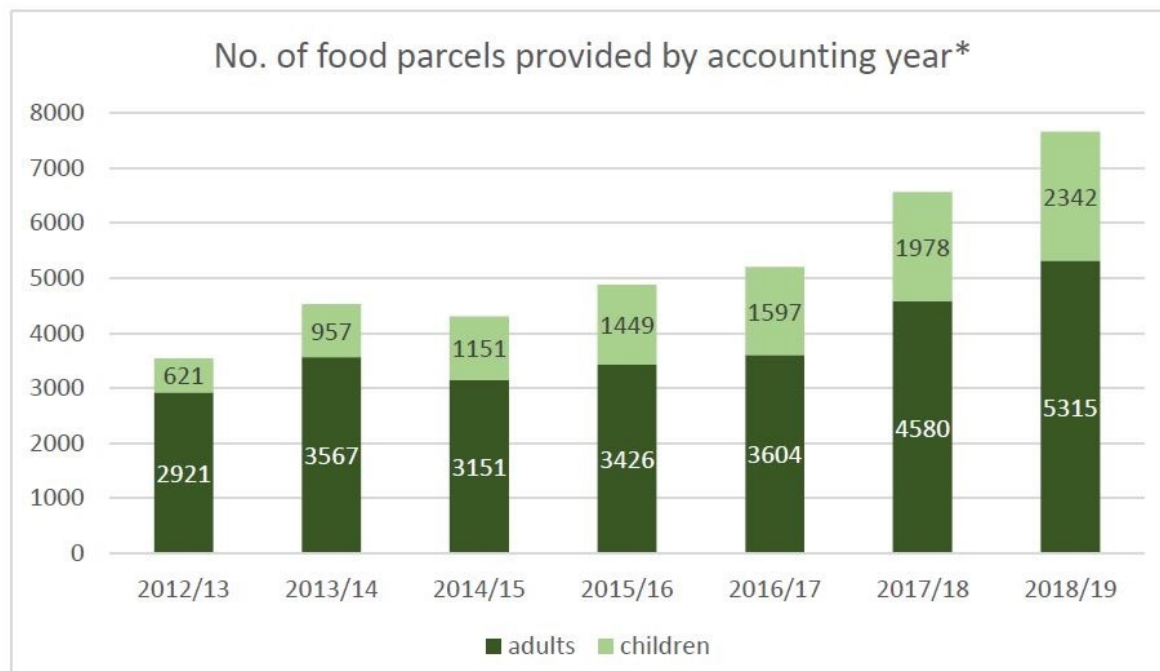
6. Strategies for Achieving the Objectives

- Investment in further sign-posting resources and building relationships with local support agencies.
- To utilise the Trussell Trust's eVouchers system which will allow our referrers to issue vouchers to clients electronically. This system allows agencies to give vouchers to clients over the phone or email, which removes the need to clients to physically go to the agency each time they need a voucher. It also enables the referrer to see if clients have had an excessive number of vouchers in recent weeks/months and gives them more indication of the reasons for the crisis facing the person.
- Discussions with community groups in rural areas around the city to assess the need for foodbank voucher holders, emergency food boxes and access to our service in those areas.
- To visit other Foodbanks in Devon and the neighbouring counties to see what we can learn from their practices and experience.

4. MAIN ACTIVITIES AND ACHIEVEMENTS IN 2018/19

4.1 Food Recipients

*Numbers of Food Recipients by Accounting Period**



Between 1st November 2018 and 31st October 2019, Exeter Foodbank provide 7,657 food parcels, of which 2,342 went to children*. This is a 17% increase over the previous financial year.

**figures refer to the number of individual food parcels distributed. They include repeat users and therefore do not equate to the number of separate individuals provided for.*

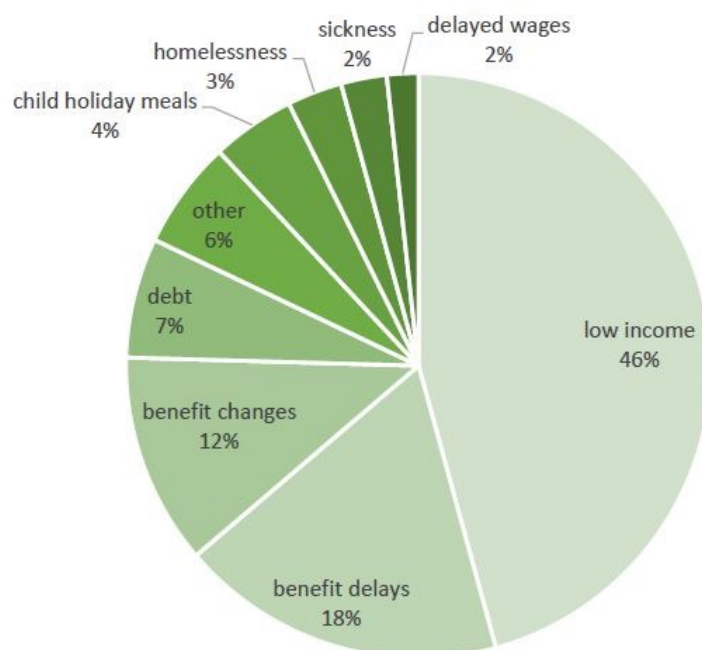
Trends in Recipient Numbers

Between 1st November 2018 and 31st October 2019, Exeter Foodbank provided 3 days' worth of emergency food for **7,657 local people**, of whom **2,342 were children**.

This figure marks a significant increase (of 17%) in comparison to the equivalent period in 2017/18. This figure is in line with the national average. Provision of high-quality service via our regular food distribution sessions, and improving access to these services, remains the primary focus of our work.

As the graph also shows, demand for foodbank support locally has increased by 116% since 2012/13.

Primary Causes of Referral 2018/19



Primary Cause of Referral

The most significant increase in the reason for clients coming to EFB in 2018/19 has been 'low income'. The percentage of referrers giving this as a major reason issuing a voucher has increased from 36% to 46%.

The significant figure highlights the story that we are hearing at Distribution Sessions; there is a greater number of people attending the foodbank because of 'in work poverty'. Many of our clients are in employment. For some of them, their wages are simply not enough to cover basic living costs. They become financially overstretched if any unexpected expense should arise. These 'unexpected expenses' can be incidents like a car or washing machine breakdown, or an illness which may have an impact on their work.

Client Story

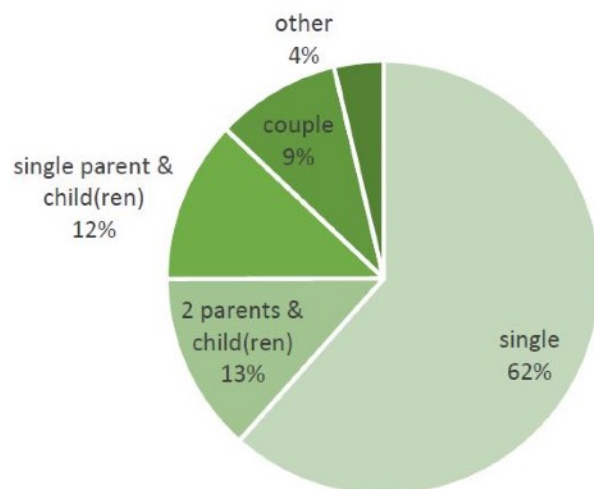
Sarah, a lady in her 40s, lives with her partner and 2 teenage children. Until recently, Sarah and her partner were self-employed.*

A few months ago, Sarah was diagnosed with an acute form of cancer and was immediately admitted to hospital. She remained there for over three months to receive intensive treatment. She was clearly unable to work throughout this time; as she was self-employed, her income stopped instantly. The family could not survive on her partner's income alone. Sarah eventually received support from the DWP to make a Universal Credit claim (UC) from hospital but, like all claimants, faced a 5 week wait before receiving her first payment.

The family began to struggle with acute poverty. They had no money for food and incurred debts as a result of having to pay for household expenses on a credit card. Sarah also lost a lot of weight as a result of her treatment but was unable to buy any clothes that fitted her. In desperation, Sarah contacted the foodbank for help. The foodbank provided regular support to the family until their UC was in payment and debts cleared, with food collected by Sarah's teenage daughter.

The experience of poverty, debts and uncertainty caused the family a lot of additional stress at what was already a very difficult time due to Sarah's serious illness.

Recipients by Family Size 2018/19



Family Size

There is little change in these percentages since our last Annual Report. While our largest group of clients are single people, we can also see that 25% of our clients are parents with children.

What this graph illustrates is the significant difficulty of covering living costs for single people. Many people face a situation where one source of income is not sufficient for even the most basic standard of living.

4.2 Food Distribution Sessions

Structure of Sessions:

The majority of our food is distributed via our food distribution sessions. These take place four days per week at The Mint Methodist Church in the centre of Exeter, and one morning at The Beacon Community Centre in Beacon Heath (an outlying, residential area to the east of the city centre). During sessions, clients bring referral vouchers to exchange for food parcels, which are tailored according to the number of people referred and are designed to provide nutritionally-balanced meals for (at least) 3 days. Sessions are manned by volunteer teams, who make up parcels with the clients' input according to a standardised list.

We seek to create a welcoming environment in the distribution centres and clients are invited to stay for a hot drink, chat and receive further support if they choose to.



EFB volunteers getting ready to give out Christmas treats (left) and our Management Team share a coffee!

Items Provided:

Whilst our core provision consists of non-perishable food, parcels are supplemented by fresh fruit, vegetables and bread where available through our partnership with **Exeter Food Action**, another local charity. Lavatory paper and basic toiletries now form part of our standard provision; items that cater for people with specific religious or dietary needs are available by request. We have also developed stocks of tin openers and basic crockery to cater for clients who are in emergency accommodation or lack basic utensils to eat with.

Christmas Gift Project

We worked with a group of local churches in December 2018 for a new and exciting project. During each Distribution Session in our busiest week the churches provided a team of volunteers who met with clients. The aim of the project was that each child whose parent came into EFB that week would be given a gift of up to £20 in value. The parents could choose the gift online from a well-known city centre shop, and the volunteers would go to collect the toy, bring it back to our base and gift-wrap it for the family while the parents enjoyed a cup of tea and some Christmas cake. This wonderful initiative provided 132 gifts for children. Parents were very appreciative as some families were really struggling financially. The most poignant comment we received was from one mother who said to our volunteers that 'our family had decided to cancel Christmas as we had no money to buy anything for the children. However, because of this we are now able to reinstate it!'

Our great thanks go to Dave Vinall from Exeter Vineyard Church who worked so hard to make this happen with an amazing team of volunteers from across the city centre churches. We hope that we will be able to be involved with this project again in future.



4.3 Referral Agencies

We work in partnership with approximately 150 professional and charitable agencies in the city, including the *Refugee Support Group*, *Age UK*, providers of supported accommodation, schools, healthcare professionals, *Exeter City Council Benefit Support Team* and the *CAB*. Our clients come from a diverse array of backgrounds; however, they have all been assessed and found to meet our criteria (that they 'have little or no food and little or no money with which to buy food') by the time they arrive at the food bank's door.

Building On-going Relationships:

Cultivating close relationships with our referral agencies has become increasingly important in the current economic environment - both to ensure that the role of the food bank is understood and to ensure that we are well informed about issues affecting our clients. Every agency receives a personal visit from our project manager upon signing up as a voucher holder.

On February 15th 2019 we held our Annual Referrer's Lunch. This event enables us to meet with many of our referrers; to discuss any issues which have arisen, share good practice and answer any questions that they

may have. This is a very useful event which always enhances our relationships, improves our communication and improves our network of support in the city.

Reaching Under and Unreached People Groups:

We offer each local school the opportunity to give foodbank vouchers to families during each school holiday as we are aware that this is a difficult time for many families with the extra expense caused by the lack of free school meals.

4.4 Emergency Foodboxes

To ensure access for clients who would struggle to attend our distributions sessions, the food bank provides Emergency Food Boxes (EFBs) to agencies who request them for storage on their own sites.

Boxes are issued directly by agencies; they are particularly useful for delivery to those who live outside Exeter and for those who require emergency food out-of-hours. We now have *Emergency Foodboxes* stored by approximately 10 agencies around the city – this number increases to 30 at Christmas when we try to offer even greater emergency provision.

Client Story

I am a lone parent with an 8 year old and a 2½ year old, and have just switched to Universal Credit. I have just returned to work and I don't have enough income to cover rent, food, petrol etc – essential daily living costs. I am only getting £34 per week in council tax benefits to live off until my first UC payment [equivalent of working tax credits] comes through. That may be enough to live off then for nursery costs upfront plus rent, council tax, energy bills etc – bills that still have to be paid.

I feel most of all that I was caught out by not realizing that the switch to UC would involve a gap of 'no money'. I could have saved in anticipation of this if I'd realized. I didn't get any support with getting back to work – I was offered a budgeting loan – to get into debt for 12 months! My child on Friday walked 5 miles to school with no breakfast or snack for school. She bumped her head from being light headed.

Amazing foodbank staff – thankful there is support there to help others. What would people do without their support?!

4.5 Signposting and Further Support

Many people who use our services will require specialist support in more than one area to help them move forward with their lives.

With this in mind, Exeter Foodbank has developed a team of trained sign-poster volunteers who will listen to clients as they tell their story, signposting them to further help and support.

These volunteers have undertaken additional specialist training with respect to a fuel / energy-saving scheme and local services for homeless people. We've also established a highly effective two-way referral system with a local debt counselling organisation, a specialist welfare adviser providing support with benefit applications and acquired a fast-track referral route to services at Exeter CAB.

We have a wide range of signposting leaflets available at our distribution centre, and have developed display boards with information relating to issues such as healthcare, housing, debt and budgeting advice, support with benefits, childcare and employment.

As we now have over ten years of data and experience, we have a good understanding of the many social and economic issues which bring our clients to the situation where they need help from a foodbank. We produced our own simple leaflet with the details of the identified, key agencies for our clients; we make this available for every foodbank client so that they can have the up-to-date, relevant information in their possession should they decide to seek further support.

In 2018 we specially trained a team of volunteers to be able to assist clients with their online Universal Credit claims and journals. The relaxed atmosphere of Foodbank sessions and the friendly nature of our volunteers does make this an ideal venue for clients to be able to get some help if they need support to do this.



Our advertising for Universal Credit Support sessions

4.6 Food Donations and Local Partnerships

Exeter Foodbank is supported by local residents from all sections of the community, who generously donate more than 99% of the food we receive. Nine major supermarkets across the city (including Sainsbury's, Tesco, the Co-op and Waitrose) support us by hosting donation boxes, where our supporters can drop off non-perishable food items which they purchase when shopping. Additionally, Exeter schools, churches, local businesses and other community groups support us through their harvest festival collections and at other key points in the year.

In 2018/19, a total of **82,215kg** of food was donated by local people for those in need.

Tesco Collections:

Volunteers 'manned' collections at our local Tesco store in December 2018 as part of a national partnership between Tesco and the Trussell Trust. During the year we collected **13,526kg** of food from Tesco, who made a cash donation to the food bank equivalent to 20% of the value of the weighed food; this amounted to **£3,671**.

Support from local businesses & organisations

The foodbank benefits from valuable levels of corporate support across the city. Over the year several major local businesses and workplaces including *Exeter University*, *Waitrose*, *Sainsburys*, *Exeter Met Office* & *Nat West* have invited us to participate in events including Charity Days, talks and Community Days.

We have continued to develop links with *Exeter Football Club*, who now host a food collection box in their grounds; in Autumn 2019 foodbank volunteers were also invited to hold a collection during a home football match against Swindon Town, which was met with enthusiastic support and raised almost **£500**.



get ready to collect for Exeter Foodbank while cheering on Exeter City at St James Park!



Our volunteers

A young Exeter Foodbank volunteer with Grecian The Lion (!), Mascot of Exeter City Football Club

Client Story

I get £115 for 2 weeks on UC. I used to get DLA then PIP but they stopped that and say I can work. I have mental health problems, learning difficulties, speech problems and when I get too stressed I self-harm.

My first UC payment is due tomorrow. The last 5 weeks have been a nightmare. I am homeless and at the moment I am sofa-surfing. The council gave me a FB voucher because I was desperate. I haven't eaten all day and I was so hungry Foodbank gave me a pot noodle. Thank you.

4.7 Volunteer Development

Volunteers are 'the powerhouse' of Exeter Foodbank; without their committed efforts behind the scenes in every area of work, we simply wouldn't be able to function. In 2018/2019, our volunteers gave a total of **7,750 + hours** of their time to make our work possible.

Throughout the year, we have continued to roll-out a bespoke training course to equip volunteers for their roles and offered opportunities for further training, particularly around sign-posting. Distribution team leaders are issued with weekly briefings, asked to provide session reports and to attend termly meetings in order to improve communication and nurture cohesion across the charity. Over the course of the year, we have also recruited and trained several new distribution team leaders to strengthen the team.

Volunteer Coffee Mornings

In 2018/19 we started hosting regular coffee morning for our volunteers. This gives us an opportunity to ask for input, feedback and suggestions from our volunteers. We also opened the coffee mornings with the aim of bringing together some of the volunteers who serve in different teams within EFB and may never actually

meet and be able to share their experience with one another. These have been greatly beneficial; they have brought in some really positive new ideas and have been regularly attended by 25+ volunteers.

Training

As well as the standard training that we offer to all volunteers, we have arranged two specific training sessions in 2019.

Firstly, we welcomed The Devon Autism Group who ran sessions on how to best serve clients who struggle to attend our sessions. We learned about some of the issues that they face and how we can equip ourselves to serve them better and to have greater understanding of the issues.

Secondly, we held specific training on Safeguarding for our volunteers; this included running workshops with the aim of making clients feel confident in how to record and pass on any concerns that they may have. We also produced a 'Simple Safeguarding for Volunteers' booklet which was issued to everyone involved in EFB's work.



Staff from Flybe pop in to the office to make a donation of tea & coffee (left) and Slimming World in Cranbrook who made a large food donation at Harvest 2018.

4.8 Volunteer Social Events:

We recognise that strong, positive relationships and shared vision are crucial to success amongst our diverse teams.

Our annual Volunteer Thank You Meal in March 2018 was a highlight of the year; it was attended by approximately 80 volunteers and supporters from all areas of our work. The evening enabled us to illustrate how each individual area contributes to the food bank's impact on people's lives, and to emphasise our appreciation of all our volunteers contribute and achieve. As a part of this evening we also celebrated the 10th Anniversary of the charity!

Exeter Foodbank Carol Service

In December 2018 we hosted the first Exeter Foodbank Carol Service at The Mint Methodist Church. The event was very well attended by volunteers, friends, supporters, agencies & clients. It was a very positive

experience and we hope to make this an annual event. It reflected our faith, and was also a celebration of bringing together many people who serve and work together for the community.

4.9 Raising Awareness of Food Poverty

A sense of shame at not being able to provide for themselves and their families can often deter people in need from accessing help. Increasing public understanding of the scale of food poverty, its hidden prevalence amongst wide sectors of the population, and of the factors that cause it, plays a key role in our work.

University Partnership:

We have strong links with Exeter University, and have worked with several student-run societies to raise awareness of food poverty on campus this year. During autumn of 2018 we were very appreciative of the staff offices at the University who worked together for the second year to collect food for Foodbank. Their donation amounted to over one and half tonnes of food. Many of the University staff were so keen to get involved that they are already planning to come and support us in various ways over the busy Christmas period this year.

Local Talks & Events:

Exeter Foodbank undertakes regular public speaking engagements in local churches, schools and other social and community groups. In order to cope with increasing demand, this year we have recruited and trained a small team of volunteers to assist the project manager in giving talks as required.

The autumn of 2019 was a very busy time for the team, who received approximately 20 invitations to speak in harvest assemblies in schools.



Left: After hearing about the work of Exeter Foodbank, Natalie (aged 10) saved her pocket money and purchased a donation of food to give to her neighbours in need. This was one of our favourite moments and images of the year.

5.0 Contribution to the National Picture

Exeter Foodbank seeks to contribute to broader research into the causes of food poverty, with a view to bringing about change. We collate detailed data relating to the numbers and demographic profiles of people using our service, alongside reasons for their referral. These statistics are fed into a national database via the Trussell Trust, so that relevant issues can be raised with policy makers. The roll out of a new, more sophisticated database this year has aided more detailed data collection and enabled a fuller picture of the challenges faced by our clients to be built up.

The foodbank has regularly contributed case studies to more in-depth research carried out by the Trussell Trust and its national partners on issues such as the impact of recent welfare changes and insecure / low paid work; we have also taken part in surveys and phone interviews as needed.

Last year Laura McIvor, attended the Trussell Trust training sessions on Research Advocacy and has also contributed to a Trussell Trust National Survey on Health & Disability Research: <https://www.trusselltrust.org/what-we-do/research-advocacy/>. This report was released in 2018.

Since this report, we have also become a designated Research Foodbank for The Trussell Trust and hope to have greater input into the national discussion on the need for Foodbanks and the causes and effects of poverty.

As Exeter Foodbank and the Trussell Trust are Christian Charities, we also wrote **Harvest** and **Advent Reflections** for churches which were shared with The Trussell Trust for use by other Foodbanks.

Client Story

I came to foodbank today because of changes in my circumstances. My son became 18. I have three other children, the youngest aged 2. My partner died suddenly a month ago.

Amazing staff. Warm and welcoming. Great to get help with other things as well as food!



Exeter foodbank
A project funded by the Trussell Trust
"Reviving Dignity, Restoring Hope"

PO Box 661, Exeter, EX2 5PS 07918 226524 info@exeterfoodbank.org.uk

People Power: A Message from Mark, EFB Manager

I am continually amazed at the support that Exeter Foodbank receives from the local community.

In the run up to Easter we were given over 100 Easter Eggs. Within Easter week they were gone, many to children who otherwise might not have had one. In the same week we provided 70 people with emergency food - in 2 hours!

We are fortunate to work with a network of over 100 trusted referral agencies who send their clients to us. We are even more fortunate that we receive the support of literally hundreds of people every week who donate food. Many of them are struggling financially themselves, but they faithfully support their neighbours in need.

It has now been just over 10 years since Exeter Foodbank first opened its doors. In that time, we have given out approximately 36,000 emergency food parcels. Since the very start, our long-term vision has always been to put ourselves 'out of business' by helping to create a world where food banks are no longer needed. Today that goal seems further away than ever. The increase in demand is shocking. In 2018/19, Exeter Foodbank provided 6,808 emergency food parcels - a 23% increase over the previous year. 2,132 of these went to children. Campaigning to bring about long-term change has never been so important, and such work is a Trussell Trust priority (see p3 & UC Supplement for details of current work in this area).

Much could be said about the reasons for this increase—but Exeter Foodbank has never really been about numbers. We have been, and always will be, about people. Amidst the haze of statistics and politics, we promise that meeting the real, human needs of individuals and families remains our priority.

With that in mind, we remain committed to our primary goal: working hard to ensure that people in this wonderful city do not go to bed hungry. We see desperate need and fear every day. We also see generosity and gratitude: people offering kindness to others who are struggling. Each of these individuals has a story to tell. They are not a statistic or a number. The people we serve are not only *our* clients - they are *us*. They are our friends, neighbours, parents, brothers and sisters.

We are so very grateful for your support.

Mark

Numbers of food parcels provided by EFB

Year	Food parcels provided
2010/11	~1,000
2011/12	~1,200
2012/13	~1,500
2013/14	~1,800
2014/15	~2,000
2015/16	~2,200
2016/17	~2,500
2017/18	~2,800
2018/19	6,808

In 2018/19, EFB provided 6,808 food parcels. 2,132 of these went to children. This is an average of 131 parcels per week. We saw a 23% increase over the previous year.

In This Issue:

- Community Spirit: How your outstanding support is making a difference 2
- Longer Hours, Wider Reach: EFB's response to increasing demand 3
- Universal Credit Supplement: An update on UC & how you can help

Registered Charity No: 1128795 | Registered Limited Company No: 6718767 | Registered in England & Wales

(left) Our regular newsletter which updates our donors & supporters with news from Exeter Foodbank. (below) our Harvest Festival poster:



Exeter foodbank
Harvest Festival 2019
Donate 10% Harvest and help feed someone in crisis in your local community.

Suggested items:

- Leftovers - send around 10
- Fruit Juice - tins/cans 10
- Pasta Sauce
- Instant Coffee
- Tinned Meat
- Tinned Fish (tins)
- Tinned Vegetables
- Tinned Potatoes
- Noodle/Pasta Sauces
- Rice - 500g
- Sugar - granulated
- Spoons/Panhandles
- Canned - corn/mushrooms
- Beans & Sprouts
- Tinned Rice/Pudding
- Squashes & Condals
- Skillets
- Tea bags - smaller packs
- Toilettes (e.g. tea roll, shower gel, deodorant, toothpaste)

Support us on social media:
Instagram & Facebook: exeterfoodbank @exeterfb2020 Twitter: @exeterfb2020

Contact Us: info@exeterfoodbank.org.uk
07918 226524 - Mark Richardson, Foodbank Manager

6. Plans for future development

6.1 Exploring the potential for further food distribution sites

While the small project in Exminster is in its infancy, it does give us a simple model which could be utilised elsewhere. We are currently in discussions with three other locations who are interested in developing this type of idea in partnership with EFB.

6.2 New Store Facilities

Early in 2017 we moved to a new store in Kennford (a village near the City) which has been excellent during the 'normal' times of our year. However, in the busiest seasons (Harvest & Advent) our stock can increase significantly, and this does cause us issues with storage. We are planning to build a new, purpose built store in 2019/20 which will allow us room for expansion and the need for our service continues to grow.

6.3 Better facilities at Distribution Sessions

We hope that the redecoration at The Mint Church will allow us a more welcoming environment to serve our clients. We are also in discussions with the Mint about removing items in that area to increase the room that we have available.

When EFB opened in 2009 we would serve approximately 10 clients per week. We have reached a stage now where we are regularly serving 150+ each week and this shows no signs of slowing down. Our long-term sessions at *The Mint* are extremely busy and the church have been extremely supportive as we look at extending our regular sessions here.

6.4 More than Food

'*More than Food*' is the name given to projects which are more than our core task of giving Emergency Food to local residents.

- We now have our own Signposting Leaflet available to give to clients. This simple information sheet gives them the numbers and websites of the agencies who are able to assist with the most common causes of foodbank referral.
- Our participation in the 'Holiday Hunger' Summer Lunch Club. In continuing to work in tandem with other agencies we hope to see ways to work in future to engage with unreached clients and help them to access multi-faceted support.
- As a charity with an emphasis on education, we will continue to give talks to all kinds of faith and community groups. In recent years we have also hosted groups from National Citizen Service and given Work Experience Placements to young people of GCSE age.

7. FINANCIAL REVIEW *(see separate report)*

Financial statements, including Principal Funding Sources, Reserves Policy and Trustees' Responsibilities in Respect of the Accounts

The Trustees are required to prepare accounts for each financial year which give a true and fair view of the state of affairs of the Trust and of its financial activities for that period. In preparing those accounts, the Trustees are required to:

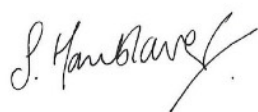
- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the Trust will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Trust and to enable them to ensure that the accounts comply with the Charities Act 1993 and the Charities Act 2006. They are also responsible for safeguarding the assets of the Trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Exeter Foodbank currently holds 'Cash at Bank' of £144,763. This is a significant amount, when set against the running costs of the charity. There are a number of reasons for the position, in particular the receipt of an unexpected legacy of £56,851.54 and being able to occupy our warehouse rent free.

This financial position enables the charity to plan more actively for the future. However, the Trustees remain acutely aware of the need to exercise good stewardship and make wise financial decisions. The following points are important to note:

- The Foodbank has a Reserves Policy which requires us to retain the equivalent of nine months' fixed costs. To comply with this requirement, we need to retain c.£40,000 as a reserve.
- The cost of a new purpose-built warehouse planned for 2020 is expected to use up a significant proportion of the financial balance.
- The political landscape is uncertain and the promise to 'Get Brexit Done' could result in economic dislocation in 2020, which could in turn result in increased use of the Foodbank. The Trustees feel that there may be a need to start using its own resources to buy food and household items for those it serves. It is therefore prudent to ensure that - if demand outstrips contributions of food - there are sufficient reserves to manage a significant upturn in demand.
- Finally, the Trustees are also considering extending the 'geographical scope' of Exeter Foodbank as well as employing more members of staff to cope with a possible increased demand.

A handwritten signature in black ink, appearing to read "J. Hamblaw".

Chair of Trustees, Date: June 18th 2020

8. REFERENCE AND ADMINISTRATIVE DETAILS

Charity Name	Exeter Food Bank
Charity Number	1128795
Company Registration Number	6718767
Trustees	Mr Gary Flint Mr Gerald Hunt Mrs Sarah Hornblower (Chair) Mr Matthew Mahoney Mr Peter Scott
Company Secretary	Mr Gary Flint
Registered Office	Exeter Foodbank Spinney Hill Quarry Lane Exeter, EX25PS
Bankers	Co-operative Bank PO Box 250 Delf House Skelmersdale WN8 6WT

Company registration number: 06718767

Charity registration number: 1128795

Exeter Food Bank

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 October 2019

Stapletons
Chartered Certified Accountants
4 Market Street
CREDITON
Devon
EX17 2AJ

Exeter Food Bank

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Exeter Food Bank

Reference and Administrative Details

Trustees	Mr P Scott
	Mr G W Hunt
	Mrs S P Hornblower
	Mr M Mahoney
Secretary	Mr G Flint
Principal Office	Spinney Hill
	Quarry Lane
	Exeter
	Devon
Registered Office	EX2 5PS
	Spinney Hill
	Quarry Lane
	Exeter
Company Registration Number	EX2 5PS
	06718767
Charity Registration Number	1128795
Independent Examiner	
	Stapletons
	Chartered Certified Accountants
	4 Market Street
	Crediton
	Devon
	EX17 2AJ

Exeter Food Bank

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 October 2019.

Objectives and activities

Public benefit

Exeter Food Bank provides short term food supplies to local people in crisis referred to us by a number of agencies and charities.

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Structure, governance and management

Financial instruments

Objectives and policies

The charity's activities expose it to a number of financial risks including credit risk, cash flow risk and liquidity risk. The use of financial derivatives is governed by the charity's policies approved by the board of trustees, which provide written principles on the use of financial derivatives to manage these risks. The charity does not use derivative financial instruments for speculative purposes.

Credit risk

The charity's principal financial assets are bank balances and cash, trade and other receivables, and investments. The charity's credit risk is primarily attributable to its trade receivables. The amounts presented in the balance sheet are net of allowances for doubtful receivables. An allowance for impairment is made where there is an identified loss event which, based on previous experience, is evidence of a reduction in the recoverability of the cash flows.

The credit risk on liquid funds and derivative financial instruments is limited because the counterparties are banks with high credit-ratings assigned by international credit-rating agencies.

The charity has no significant concentration of credit risk, with exposure spread over a large number of counterparties and customers.

The annual report was approved by the trustees of the charity on 13 August 2020 and signed on its behalf by:

.....
Mr G W Hunt
Trustee

Exeter Food Bank

Statement of Trustees' Responsibilities

The trustees (who are also the directors of Exeter Food Bank for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees of the charity on 13 August 2020 and signed on its behalf by:

.....
Mr G W Hunt
Trustee

Exeter Food Bank

Independent Examiner's Report to the trustees of Exeter Food Bank

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 October 2019 which are set out on pages 5 to 17.

Respective responsibilities of trustees and examiner

As the charity's trustees of Exeter Food Bank (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of Exeter Food Bank are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of Exeter Food Bank as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

.....
Stapletons
Chartered Certified Accountants

4 Market Street
Crediton
Devon
EX17 2AJ

13 August 2020

Exeter Food Bank

Statement of Financial Activities for the Year Ended 31 October 2019 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Total 2019 £
Income and Endowments from:			
Donations and legacies	3	49,503	49,503
Other trading activities	4	12,208	12,208
Investment income	5	658	658
Total income		<u>62,369</u>	<u>62,369</u>
Expenditure on:			
Raising funds	6	(1,495)	(1,495)
Charitable activities	7	(46,630)	(46,630)
Total expenditure		<u>(48,125)</u>	<u>(48,125)</u>
Net income		<u>14,244</u>	<u>14,244</u>
Net movement in funds		14,244	14,244
Reconciliation of funds			
Total funds brought forward		<u>137,802</u>	<u>137,802</u>
Total funds carried forward	18	<u>152,046</u>	<u>152,046</u>
	Note	Unrestricted funds £	Total 2018 £
Income and Endowments from:			
Donations and legacies	3	113,173	113,173
Other trading activities	4	8,308	8,308
Investment income	5	137	137
Total income		<u>121,618</u>	<u>121,618</u>
Expenditure on:			
Raising funds	6	(1,095)	(1,095)
Charitable activities	7	(36,696)	(36,696)
Total expenditure		<u>(37,791)</u>	<u>(37,791)</u>
Net income		<u>83,827</u>	<u>83,827</u>
Net movement in funds		83,827	83,827
Reconciliation of funds			
Total funds brought forward		<u>53,976</u>	<u>53,976</u>
Total funds carried forward	18	<u>137,803</u>	<u>137,803</u>

All of the charity's activities derive from continuing operations during the above two periods.

Exeter Food Bank
(Registration number: 06718767)
Balance Sheet as at 31 October 2019

	Note	2019 £	2018 £
Fixed assets			
Tangible assets	14	3,750	5,625
Current assets			
Debtors	15	3,986	2,001
Cash at bank and in hand	16	<u>144,763</u>	<u>130,577</u>
		148,749	132,578
Creditors: Amounts falling due within one year	17	<u>(453)</u>	<u>(400)</u>
Net current assets		<u>148,296</u>	<u>132,178</u>
Net assets		<u><u>152,046</u></u>	<u><u>137,803</u></u>
Funds of the charity:			
Unrestricted income funds			
Unrestricted funds		<u>152,046</u>	<u>137,803</u>
Total funds	18	<u><u>152,046</u></u>	<u><u>137,803</u></u>

For the financial year ending 31 October 2019 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements on pages 5 to 17 were approved by the trustees, and authorised for issue on 13 August 2020 and signed on their behalf by:

.....
Mr G W Hunt
Trustee

Exeter Food Bank

Notes to the Financial Statements for the Year Ended 31 October 2019

1 Charity status

The charity is limited by guarantee, incorporated in , and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £10 towards the assets of the charity in the event of liquidation.

The address of its registered office is:

Spinney Hill
Quarry Lane
Exeter
EX2 5PS

The principal place of business is:

Spinney Hill
Quarry Lane
Exeter
Devon
EX2 5PS

These financial statements were authorised for issue by the trustees on 13 August 2020.

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

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

Statement of compliance

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) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

Basis of preparation

Exeter Food Bank meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Exemption from preparing a cash flow statement

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

Exeter Food Bank

Notes to the Financial Statements for the Year Ended 31 October 2019

Income and endowments

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Investment income

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees's meetings and reimbursed expenses.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £0.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Exeter Food Bank

Notes to the Financial Statements for the Year Ended 31 October 2019

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Borrowings

Interest-bearing borrowings are initially recorded at fair value, net of transaction costs. Interest-bearing borrowings are subsequently carried at amortised cost, with the difference between the proceeds, net of transaction costs, and the amount due on redemption being recognised as a charge to the Statement of Financial Activities over the period of the relevant borrowing.

Interest expense is recognised on the basis of the effective interest method and is included in interest payable and similar charges.

Borrowings are classified as current liabilities unless the charity has an unconditional right to defer settlement of the liability for at least twelve months after the reporting date.

Foreign exchange

Transactions in foreign currencies are recorded at the rate of exchange at the date of the transaction. Monetary assets and liabilities denominated in foreign currencies at the balance sheet date are reported at the rates of exchange prevailing at that date.

The results of overseas operations are translated at the average rates of exchange during the period and their balance sheets at the rates ruling at the balance sheet date. Exchange differences arising on translation of the opening net assets and results of overseas operations are reported in other comprehensive income and accumulated in equity (attributed to non-controlling interests as appropriate).

Other exchange differences are recognised in the Statement of Financial Activities in the period in which they arise except for:

- 1) exchange differences on transactions entered into to hedge certain foreign currency risks (see above);
- 2) exchange differences arising on gains or losses on non-monetary items which are recognised in other comprehensive income; and
- 3) in the case of the consolidated financial statements, exchange differences on monetary items receivable from or payable to a foreign operation for which settlement is neither planned nor likely to occur (therefore forming part of the net investment in the foreign operation), which are recognised in other comprehensive income and reported under equity.

Exeter Food Bank

Notes to the Financial Statements for the Year Ended 31 October 2019

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees's discretion in furtherance of the objectives of the charity.

Financial instruments

Classification

Financial assets and financial liabilities are recognised when the charity becomes a party to the contractual provisions of the instrument.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the charity after deducting all of its liabilities.

Recognition and measurement

All financial assets and liabilities are initially measured at transaction price (including transaction costs), except for those financial assets classified as at fair value through profit or loss, which are initially measured at fair value (which is normally the transaction price excluding transaction costs), unless the arrangement constitutes a financing transaction. If an arrangement constitutes a financing transaction, the financial asset or financial liability is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Financial assets and liabilities are only offset in the statement of financial position when, and only when there exists a legally enforceable right to set off the recognised amounts and the charity intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously.

Financial assets are derecognised when and only when a) the contractual rights to the cash flows from the financial asset expire or are settled, b) the charity transfers to another party substantially all of the risks and rewards of ownership of the financial asset, or c) the charity, despite having retained some, but not all, significant risks and rewards of ownership, has transferred control of the asset to another party.

Financial liabilities are derecognised only when the obligation specified in the contract is discharged, cancelled or expires.

Exeter Food Bank

Notes to the Financial Statements for the Year Ended 31 October 2019

Debt instruments

Debt instruments which meet the following conditions are subsequently measured at amortised cost using the effective interest method:

(a) The contractual return to the holder is (i) a fixed amount; (ii) a positive fixed rate or a positive variable rate; or (iii) a combination of a positive or a negative fixed rate and a positive variable rate.

(b) The contract may provide for repayments of the principal or the return to the holder (but not both) to be linked to a single relevant observable index of general price inflation of the currency in which the debt instrument is denominated, provided such links are not leveraged.

(c) The contract may provide for a determinable variation of the return to the holder during the life of the instrument, provided that (i) the new rate satisfies condition (a) and the variation is not contingent on future events other than (1) a change of a contractual variable rate; (2) to protect the holder against credit deterioration of the issuer; (3) changes in levies applied by a central bank or arising from changes in relevant taxation or law; or (ii) the new rate is a market rate of interest and satisfies condition (a).

(d) There is no contractual provision that could, by its terms, result in the holder losing the principal amount or any interest attributable to the current period or prior periods.

(e) Contractual provisions that permit the issuer to prepay a debt instrument or permit the holder to put it back to the issuer before maturity are not contingent on future events, other than to protect the holder against the credit deterioration of the issuer or a change in control of the issuer, or to protect the holder or issuer against changes in levies applied by a central bank or arising from changes in relevant taxation or law.

(f) Contractual provisions may permit the extension of the term of the debt instrument, provided that the return to the holder and any other contractual provisions applicable during the extended term satisfy the conditions of paragraphs (a) to (c).

Debt instruments that are classified as payable or receivable within one year on initial recognition and which meet the above conditions are measured at the undiscounted amount of the cash or other consideration expected to be paid or received, net of impairment.

With the exception of some hedging instruments, other debt instruments not meeting these conditions are measured at fair value through profit or loss.

Commitments to make and receive loans which meet the conditions mentioned above are measured at cost (which may be nil) less impairment.

Investments

Investments in non-convertible preference shares and non-puttable ordinary or preference shares (where shares are publicly traded or their fair value is reliably measurable) are measured at fair value through profit or loss. Where fair value cannot be measured reliably, investments are measured at cost less impairment.

Investments in subsidiaries and associates are measured at cost less impairment. For investments in subsidiaries acquired for consideration including the issue of shares qualifying for merger relief, cost is measured by reference to the nominal value of the shares issued plus fair value of other consideration. Any premium is ignored.

Exeter Food Bank

Notes to the Financial Statements for the Year Ended 31 October 2019

Derivative financial instruments

The charity uses derivative financial instruments to reduce exposure to foreign exchange risk and interest rate movements. The charity does not hold or issue derivative financial instruments for speculative purposes.

Derivatives are initially recognised at fair value at the date a derivative contract is entered into and are subsequently remeasured to their fair value at each reporting date. The resulting gain or loss is recognised in statement of financial activities immediately unless the derivative is designated and effective as a hedging instrument, in which event the timing of the recognition in statement of financial activities depends on the nature of the hedge relationship.

Fair value measurement

The best evidence of fair value is a quoted price for an identical asset in an active market. When quoted prices are unavailable, the price of a recent transaction for an identical asset provides evidence of fair value as long as there has not been a significant change in economic circumstances or a significant lapse of time since the transaction took place. If the market is not active and recent transactions of an identical asset on their own are not a good estimate of fair value, the fair value is estimated by using a valuation technique.

3 Income from donations and legacies

	Unrestricted funds		
	General	Total	Total
	£	2019	2018
		£	£
Donations and legacies;			
Donations from individuals	49,503	49,503	113,173
	<u>49,503</u>	<u>49,503</u>	<u>113,173</u>

4 Income from other trading activities

	Unrestricted funds		
	General	Total	Total
	£	2019	2018
		£	£
Events income;			
Other events income	12,208	12,208	8,308
	<u>12,208</u>	<u>12,208</u>	<u>8,308</u>

5 Investment income

	Unrestricted funds		
	General	Total	Total
	£	2019	2018
		£	£
Interest receivable and similar income;			
Interest receivable on bank deposits	658	658	137
	<u>658</u>	<u>658</u>	<u>137</u>

Exeter Food Bank

Notes to the Financial Statements for the Year Ended 31 October 2019

6 Expenditure on raising funds

a) Costs of trading activities

		Unrestricted funds		
	Note	General £	Total 2019 £	Total 2018 £
Costs of goods sold		1,495	1,495	1,095
		<u>1,495</u>	<u>1,495</u>	<u>1,095</u>
				Total 2019 £

7 Expenditure on charitable activities

		Unrestricted funds		
	Note	General £	Total 2019 £	Total 2018 £
Governance costs	8	46,630	46,630	36,696
		<u>46,630</u>	<u>46,630</u>	<u>36,696</u>

8 Analysis of governance and support costs

Governance costs

		Unrestricted funds		
		General £	Total 2019 £	Total 2018 £
Staff costs				
Other staff costs		29,862	29,862	23,127
Audit fees				
Other fees paid to auditors		534	534	360
Marketing and publicity		143	143	270
Depreciation, amortisation and other similar costs		1,875	1,875	2,221
Other governance costs		<u>14,216</u>	<u>14,216</u>	<u>10,718</u>
		<u>46,630</u>	<u>46,630</u>	<u>36,696</u>

Exeter Food Bank

Notes to the Financial Statements for the Year Ended 31 October 2019

9 Net incoming/outgoing resources

Net incoming resources for the year include:

	2019 £	2018 £
Depreciation of fixed assets	<u>1,875</u>	<u>2,221</u>

10 Trustees remuneration and expenses

11 Staff costs

The aggregate payroll costs were as follows:

	2019 £	2018 £
Staff costs during the year were:		
Other staff costs	<u>29,862</u>	<u>23,127</u>

The monthly average number of persons (including senior management team) employed by the charity during the year expressed as full time equivalents was as follows:

	2019 No	2018 No
Employee numbers	<u>3</u>	<u>2</u>

No employee received emoluments of more than £60,000 during the year.

12 Auditors' remuneration

	2019 £	2018 £
Other fees to auditors		
The auditing of accounts of any associate of the charity	<u>534</u>	<u>360</u>

Exeter Food Bank

Notes to the Financial Statements for the Year Ended 31 October 2019

13 Taxation

The charity is a registered charity and is therefore exempt from taxation.

14 Tangible fixed assets

	Motor vehicles £	Total £
Cost		
At 1 November 2018	11,784	11,784
At 31 October 2019	11,784	11,784
Depreciation		
At 1 November 2018	6,159	6,159
Eliminated on disposals	1,875	1,875
At 31 October 2019	8,034	8,034
Net book value		
At 31 October 2019	3,750	3,750
At 31 October 2018	5,625	5,625

15 Debtors

	2019 £	2018 £
Prepayments	160	1
Other debtors	3,826	2,000
	3,986	2,001

16 Cash and cash equivalents

	2019 £	2018 £
Cash at bank	144,763	130,577

17 Creditors: amounts falling due within one year

	2019 £	2018 £
Other creditors	93	40
Accruals	360	360
	453	400

Exeter Food Bank

Notes to the Financial Statements for the Year Ended 31 October 2019

18 Funds

	Balance at 1 November 2018 £	Incoming resources £	Resources expended £	Balance at 31 October 2019 £
Unrestricted funds				
General	<u>137,802</u>	<u>62,369</u>	<u>(48,125)</u>	<u>152,046</u>

	Balance at 1 November 2017 £	Incoming resources £	Resources expended £	Balance at 31 October 2018 £
Unrestricted funds				
General	<u>53,976</u>	<u>121,618</u>	<u>(37,791)</u>	<u>137,803</u>

19 Analysis of net assets between funds

	Unrestricted funds General £	Total funds £
Tangible fixed assets	3,750	3,750
Current assets	148,749	148,749
Current liabilities	<u>(453)</u>	<u>(453)</u>
Total net assets	<u>152,046</u>	<u>152,046</u>

	Unrestricted funds General £	Total funds £
Tangible fixed assets	5,625	5,625
Current assets	132,578	132,578
Current liabilities	<u>(400)</u>	<u>(400)</u>
Total net assets	<u>137,803</u>	<u>137,803</u>

20 Analysis of net funds

	At 1 November 2018 £	Financing cash flows £	At 31 October 2019 £
Cash at bank and in hand	<u>130,577</u>	<u>14,186</u>	<u>144,763</u>
Net debt	<u>130,577</u>	<u>14,186</u>	<u>144,763</u>

Exeter Food Bank

Notes to the Financial Statements for the Year Ended 31 October 2019

	At 1 November 2017 £	Financing cash flows £	At 31 October 2018 £
Cash at bank and in hand	<u>52,087</u>	<u>78,490</u>	<u>130,577</u>
Net debt	<u><u>52,087</u></u>	<u><u>78,490</u></u>	<u><u>130,577</u></u>

Company registration number: 06718767

Charity registration number: 1128795

Exeter Food Bank

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 October 2019

Stapletons
Chartered Certified Accountants
4 Market Street
CREDITON
Devon
EX17 2AJ

Exeter Food Bank

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Exeter Food Bank

Reference and Administrative Details

Trustees	Mr P Scott
	Mr G W Hunt
	Mrs S P Hornblower
	Mr M Mahoney
Secretary	Mr G Flint
Principal Office	Spinney Hill
	Quarry Lane
	Exeter
	Devon
Registered Office	EX2 5PS
	Spinney Hill
	Quarry Lane
	Exeter
Company Registration Number	EX2 5PS
	06718767
Charity Registration Number	1128795
Independent Examiner	
	Stapletons
	Chartered Certified Accountants
	4 Market Street
	Crediton
	Devon
	EX17 2AJ

Exeter Food Bank

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 October 2019.

Objectives and activities

Public benefit

Exeter Food Bank provides short term food supplies to local people in crisis referred to us by a number of agencies and charities.

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Structure, governance and management

Financial instruments

Objectives and policies

The charity's activities expose it to a number of financial risks including credit risk, cash flow risk and liquidity risk. The use of financial derivatives is governed by the charity's policies approved by the board of trustees, which provide written principles on the use of financial derivatives to manage these risks. The charity does not use derivative financial instruments for speculative purposes.

Credit risk

The charity's principal financial assets are bank balances and cash, trade and other receivables, and investments. The charity's credit risk is primarily attributable to its trade receivables. The amounts presented in the balance sheet are net of allowances for doubtful receivables. An allowance for impairment is made where there is an identified loss event which, based on previous experience, is evidence of a reduction in the recoverability of the cash flows.

The credit risk on liquid funds and derivative financial instruments is limited because the counterparties are banks with high credit-ratings assigned by international credit-rating agencies.

The charity has no significant concentration of credit risk, with exposure spread over a large number of counterparties and customers.

The annual report was approved by the trustees of the charity on 13 August 2020 and signed on its behalf by:

.....
Mr G W Hunt
Trustee

Exeter Food Bank

Statement of Trustees' Responsibilities

The trustees (who are also the directors of Exeter Food Bank for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees of the charity on 13 August 2020 and signed on its behalf by:

.....
Mr G W Hunt
Trustee

Exeter Food Bank

Independent Examiner's Report to the trustees of Exeter Food Bank

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 October 2019 which are set out on pages 5 to 17.

Respective responsibilities of trustees and examiner

As the charity's trustees of Exeter Food Bank (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of Exeter Food Bank are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of Exeter Food Bank as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

.....
Stapletons
Chartered Certified Accountants

4 Market Street
Crediton
Devon
EX17 2AJ

13 August 2020

Exeter Food Bank

Statement of Financial Activities for the Year Ended 31 October 2019 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Total 2019 £
Income and Endowments from:			
Donations and legacies	3	49,503	49,503
Other trading activities	4	12,208	12,208
Investment income	5	658	658
Total income		<u>62,369</u>	<u>62,369</u>
Expenditure on:			
Raising funds	6	(1,495)	(1,495)
Charitable activities	7	(46,630)	(46,630)
Total expenditure		<u>(48,125)</u>	<u>(48,125)</u>
Net income		<u>14,244</u>	<u>14,244</u>
Net movement in funds		14,244	14,244
Reconciliation of funds			
Total funds brought forward		<u>137,802</u>	<u>137,802</u>
Total funds carried forward	18	<u>152,046</u>	<u>152,046</u>
	Note	Unrestricted funds £	Total 2018 £
Income and Endowments from:			
Donations and legacies	3	113,173	113,173
Other trading activities	4	8,308	8,308
Investment income	5	137	137
Total income		<u>121,618</u>	<u>121,618</u>
Expenditure on:			
Raising funds	6	(1,095)	(1,095)
Charitable activities	7	(36,696)	(36,696)
Total expenditure		<u>(37,791)</u>	<u>(37,791)</u>
Net income		<u>83,827</u>	<u>83,827</u>
Net movement in funds		83,827	83,827
Reconciliation of funds			
Total funds brought forward		<u>53,976</u>	<u>53,976</u>
Total funds carried forward	18	<u>137,803</u>	<u>137,803</u>

All of the charity's activities derive from continuing operations during the above two periods.

Exeter Food Bank
(Registration number: 06718767)
Balance Sheet as at 31 October 2019

	Note	2019 £	2018 £
Fixed assets			
Tangible assets	14	3,750	5,625
Current assets			
Debtors	15	3,986	2,001
Cash at bank and in hand	16	<u>144,763</u>	<u>130,577</u>
		148,749	132,578
Creditors: Amounts falling due within one year	17	<u>(453)</u>	<u>(400)</u>
Net current assets		<u>148,296</u>	<u>132,178</u>
Net assets		<u><u>152,046</u></u>	<u><u>137,803</u></u>
Funds of the charity:			
Unrestricted income funds			
Unrestricted funds		<u>152,046</u>	<u>137,803</u>
Total funds	18	<u><u>152,046</u></u>	<u><u>137,803</u></u>

For the financial year ending 31 October 2019 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements on pages 5 to 17 were approved by the trustees, and authorised for issue on 13 August 2020 and signed on their behalf by:

.....
Mr G W Hunt
Trustee

Exeter Food Bank

Notes to the Financial Statements for the Year Ended 31 October 2019

1 Charity status

The charity is limited by guarantee, incorporated in , and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £10 towards the assets of the charity in the event of liquidation.

The address of its registered office is:

Spinney Hill
Quarry Lane
Exeter
EX2 5PS

The principal place of business is:

Spinney Hill
Quarry Lane
Exeter
Devon
EX2 5PS

These financial statements were authorised for issue by the trustees on 13 August 2020.

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

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

Statement of compliance

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) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

Basis of preparation

Exeter Food Bank meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Exemption from preparing a cash flow statement

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

Exeter Food Bank

Notes to the Financial Statements for the Year Ended 31 October 2019

Income and endowments

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Investment income

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees's meetings and reimbursed expenses.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £0.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Exeter Food Bank

Notes to the Financial Statements for the Year Ended 31 October 2019

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Borrowings

Interest-bearing borrowings are initially recorded at fair value, net of transaction costs. Interest-bearing borrowings are subsequently carried at amortised cost, with the difference between the proceeds, net of transaction costs, and the amount due on redemption being recognised as a charge to the Statement of Financial Activities over the period of the relevant borrowing.

Interest expense is recognised on the basis of the effective interest method and is included in interest payable and similar charges.

Borrowings are classified as current liabilities unless the charity has an unconditional right to defer settlement of the liability for at least twelve months after the reporting date.

Foreign exchange

Transactions in foreign currencies are recorded at the rate of exchange at the date of the transaction. Monetary assets and liabilities denominated in foreign currencies at the balance sheet date are reported at the rates of exchange prevailing at that date.

The results of overseas operations are translated at the average rates of exchange during the period and their balance sheets at the rates ruling at the balance sheet date. Exchange differences arising on translation of the opening net assets and results of overseas operations are reported in other comprehensive income and accumulated in equity (attributed to non-controlling interests as appropriate).

Other exchange differences are recognised in the Statement of Financial Activities in the period in which they arise except for:

- 1) exchange differences on transactions entered into to hedge certain foreign currency risks (see above);
- 2) exchange differences arising on gains or losses on non-monetary items which are recognised in other comprehensive income; and
- 3) in the case of the consolidated financial statements, exchange differences on monetary items receivable from or payable to a foreign operation for which settlement is neither planned nor likely to occur (therefore forming part of the net investment in the foreign operation), which are recognised in other comprehensive income and reported under equity.

Exeter Food Bank

Notes to the Financial Statements for the Year Ended 31 October 2019

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees's discretion in furtherance of the objectives of the charity.

Financial instruments

Classification

Financial assets and financial liabilities are recognised when the charity becomes a party to the contractual provisions of the instrument.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the charity after deducting all of its liabilities.

Recognition and measurement

All financial assets and liabilities are initially measured at transaction price (including transaction costs), except for those financial assets classified as at fair value through profit or loss, which are initially measured at fair value (which is normally the transaction price excluding transaction costs), unless the arrangement constitutes a financing transaction. If an arrangement constitutes a financing transaction, the financial asset or financial liability is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Financial assets and liabilities are only offset in the statement of financial position when, and only when there exists a legally enforceable right to set off the recognised amounts and the charity intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously.

Financial assets are derecognised when and only when a) the contractual rights to the cash flows from the financial asset expire or are settled, b) the charity transfers to another party substantially all of the risks and rewards of ownership of the financial asset, or c) the charity, despite having retained some, but not all, significant risks and rewards of ownership, has transferred control of the asset to another party.

Financial liabilities are derecognised only when the obligation specified in the contract is discharged, cancelled or expires.

Exeter Food Bank

Notes to the Financial Statements for the Year Ended 31 October 2019

Debt instruments

Debt instruments which meet the following conditions are subsequently measured at amortised cost using the effective interest method:

(a) The contractual return to the holder is (i) a fixed amount; (ii) a positive fixed rate or a positive variable rate; or (iii) a combination of a positive or a negative fixed rate and a positive variable rate.

(b) The contract may provide for repayments of the principal or the return to the holder (but not both) to be linked to a single relevant observable index of general price inflation of the currency in which the debt instrument is denominated, provided such links are not leveraged.

(c) The contract may provide for a determinable variation of the return to the holder during the life of the instrument, provided that (i) the new rate satisfies condition (a) and the variation is not contingent on future events other than (1) a change of a contractual variable rate; (2) to protect the holder against credit deterioration of the issuer; (3) changes in levies applied by a central bank or arising from changes in relevant taxation or law; or (ii) the new rate is a market rate of interest and satisfies condition (a).

(d) There is no contractual provision that could, by its terms, result in the holder losing the principal amount or any interest attributable to the current period or prior periods.

(e) Contractual provisions that permit the issuer to prepay a debt instrument or permit the holder to put it back to the issuer before maturity are not contingent on future events, other than to protect the holder against the credit deterioration of the issuer or a change in control of the issuer, or to protect the holder or issuer against changes in levies applied by a central bank or arising from changes in relevant taxation or law.

(f) Contractual provisions may permit the extension of the term of the debt instrument, provided that the return to the holder and any other contractual provisions applicable during the extended term satisfy the conditions of paragraphs (a) to (c).

Debt instruments that are classified as payable or receivable within one year on initial recognition and which meet the above conditions are measured at the undiscounted amount of the cash or other consideration expected to be paid or received, net of impairment.

With the exception of some hedging instruments, other debt instruments not meeting these conditions are measured at fair value through profit or loss.

Commitments to make and receive loans which meet the conditions mentioned above are measured at cost (which may be nil) less impairment.

Investments

Investments in non-convertible preference shares and non-puttable ordinary or preference shares (where shares are publicly traded or their fair value is reliably measurable) are measured at fair value through profit or loss. Where fair value cannot be measured reliably, investments are measured at cost less impairment.

Investments in subsidiaries and associates are measured at cost less impairment. For investments in subsidiaries acquired for consideration including the issue of shares qualifying for merger relief, cost is measured by reference to the nominal value of the shares issued plus fair value of other consideration. Any premium is ignored.

Exeter Food Bank

Notes to the Financial Statements for the Year Ended 31 October 2019

Derivative financial instruments

The charity uses derivative financial instruments to reduce exposure to foreign exchange risk and interest rate movements. The charity does not hold or issue derivative financial instruments for speculative purposes.

Derivatives are initially recognised at fair value at the date a derivative contract is entered into and are subsequently remeasured to their fair value at each reporting date. The resulting gain or loss is recognised in statement of financial activities immediately unless the derivative is designated and effective as a hedging instrument, in which event the timing of the recognition in statement of financial activities depends on the nature of the hedge relationship.

Fair value measurement

The best evidence of fair value is a quoted price for an identical asset in an active market. When quoted prices are unavailable, the price of a recent transaction for an identical asset provides evidence of fair value as long as there has not been a significant change in economic circumstances or a significant lapse of time since the transaction took place. If the market is not active and recent transactions of an identical asset on their own are not a good estimate of fair value, the fair value is estimated by using a valuation technique.

3 Income from donations and legacies

	Unrestricted funds		
	General	Total	Total
	£	2019	2018
		£	£
Donations and legacies;			
Donations from individuals	49,503	49,503	113,173
	49,503	49,503	113,173
	49,503	49,503	113,173

4 Income from other trading activities

	Unrestricted funds		
	General	Total	Total
	£	2019	2018
		£	£
Events income;			
Other events income	12,208	12,208	8,308
	12,208	12,208	8,308
	12,208	12,208	8,308

5 Investment income

	Unrestricted funds		
	General	Total	Total
	£	2019	2018
		£	£
Interest receivable and similar income;			
Interest receivable on bank deposits	658	658	137
	658	658	137
	658	658	137

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Notes to the Financial Statements for the Year Ended 31 October 2019

6 Expenditure on raising funds

a) Costs of trading activities

		Unrestricted funds		
	Note	General £	Total 2019 £	Total 2018 £
Costs of goods sold		1,495	1,495	1,095
		<u>1,495</u>	<u>1,495</u>	<u>1,095</u>
				Total 2019 £

7 Expenditure on charitable activities

		Unrestricted funds		
	Note	General £	Total 2019 £	Total 2018 £
Governance costs	8	46,630	46,630	36,696
		<u>46,630</u>	<u>46,630</u>	<u>36,696</u>

8 Analysis of governance and support costs

Governance costs

		Unrestricted funds		
		General £	Total 2019 £	Total 2018 £
Staff costs				
Other staff costs		29,862	29,862	23,127
Audit fees				
Other fees paid to auditors		534	534	360
Marketing and publicity		143	143	270
Depreciation, amortisation and other similar costs		1,875	1,875	2,221
Other governance costs		<u>14,216</u>	<u>14,216</u>	<u>10,718</u>
		<u>46,630</u>	<u>46,630</u>	<u>36,696</u>

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Notes to the Financial Statements for the Year Ended 31 October 2019

9 Net incoming/outgoing resources

Net incoming resources for the year include:

	2019 £	2018 £
Depreciation of fixed assets	<u>1,875</u>	<u>2,221</u>

10 Trustees remuneration and expenses

11 Staff costs

The aggregate payroll costs were as follows:

	2019 £	2018 £
Staff costs during the year were:		
Other staff costs	<u>29,862</u>	<u>23,127</u>

The monthly average number of persons (including senior management team) employed by the charity during the year expressed as full time equivalents was as follows:

	2019 No	2018 No
Employee numbers	<u>3</u>	<u>2</u>

No employee received emoluments of more than £60,000 during the year.

12 Auditors' remuneration

	2019 £	2018 £
Other fees to auditors		
The auditing of accounts of any associate of the charity	<u>534</u>	<u>360</u>

Exeter Food Bank

Notes to the Financial Statements for the Year Ended 31 October 2019

13 Taxation

The charity is a registered charity and is therefore exempt from taxation.

14 Tangible fixed assets

	Motor vehicles £	Total £
Cost		
At 1 November 2018	11,784	11,784
At 31 October 2019	11,784	11,784
Depreciation		
At 1 November 2018	6,159	6,159
Eliminated on disposals	1,875	1,875
At 31 October 2019	8,034	8,034
Net book value		
At 31 October 2019	3,750	3,750
At 31 October 2018	5,625	5,625

15 Debtors

	2019 £	2018 £
Prepayments	160	1
Other debtors	3,826	2,000
	3,986	2,001

16 Cash and cash equivalents

	2019 £	2018 £
Cash at bank	144,763	130,577

17 Creditors: amounts falling due within one year

	2019 £	2018 £
Other creditors	93	40
Accruals	360	360
	453	400

Exeter Food Bank

Notes to the Financial Statements for the Year Ended 31 October 2019

18 Funds

	Balance at 1 November 2018 £	Incoming resources £	Resources expended £	Balance at 31 October 2019 £
Unrestricted funds				
General	<u>137,802</u>	<u>62,369</u>	<u>(48,125)</u>	<u>152,046</u>

	Balance at 1 November 2017 £	Incoming resources £	Resources expended £	Balance at 31 October 2018 £
Unrestricted funds				
General	<u>53,976</u>	<u>121,618</u>	<u>(37,791)</u>	<u>137,803</u>

19 Analysis of net assets between funds

	Unrestricted funds General £	Total funds £
Tangible fixed assets	3,750	3,750
Current assets	148,749	148,749
Current liabilities	<u>(453)</u>	<u>(453)</u>
Total net assets	<u>152,046</u>	<u>152,046</u>

	Unrestricted funds General £	Total funds £
Tangible fixed assets	5,625	5,625
Current assets	132,578	132,578
Current liabilities	<u>(400)</u>	<u>(400)</u>
Total net assets	<u>137,803</u>	<u>137,803</u>

20 Analysis of net funds

	At 1 November 2018 £	Financing cash flows £	At 31 October 2019 £
Cash at bank and in hand	<u>130,577</u>	<u>14,186</u>	<u>144,763</u>
Net debt	<u>130,577</u>	<u>14,186</u>	<u>144,763</u>

Exeter Food Bank

Notes to the Financial Statements for the Year Ended 31 October 2019

	At 1 November 2017 £	Financing cash flows £	At 31 October 2018 £
Cash at bank and in hand	<u>52,087</u>	<u>78,490</u>	<u>130,577</u>
Net debt	<u><u>52,087</u></u>	<u><u>78,490</u></u>	<u><u>130,577</u></u>