



Trustees' Annual Report for the period

From 01 January 2019 To 31 December 2019

Charity name: North Cotswold Foodbank

Charity registration number: 1181310

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The relief and prevention of poverty in the Cotswolds District, Tewkesbury B.C. and other such areas as deemed appropriate.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The distribution of Food and Supplies via the Foodbank Outlets operated by the Charity.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have had regard to the guidance issued by the Charity Commission on public benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>Via its five outlets the Charity has continued to provide emergency food supplies for those in need in our area. During 2019 we saw a 20% increase in the number of people being supplied with emergency vouchers</p> <p>A pattern of very generous donations over Harvest Festival has occurred over recent years. This generosity has allowed us to issue more Christmas hampers. We have also been able to assist under-stocked Foodbanks via the centralised Trussell Trust warehouse.</p> <p>During the year we have been able to extend our parcels to clients to include periodic meat vouchers and weekly fresh eggs.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Overall, 2019 was a good year from a financial perspective. The closing balance of ~£55,000 represents an increase of over £9,000 from the previous year. However, much of this increase was due to an unexpected (but nonetheless welcome) bequest; the one-off nature of this gift, coupled with a rise in Expenditure for the year of ~£4,600 (due mainly to an additional paid member of staff from September 2018), means we cannot afford to be in any way complacent about our financial position going forward.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The purpose of the policy is twofold: <ol style="list-style-type: none"> 1. to ensure that NCFB holds sufficient funds, such that unforeseen circumstances do not cause a lasting disruption of its activities. 2. to enable NCFB to make financial commitments not connected directly with its day-to-day activities, safe in the knowledge that essential funds required for the continuation of the foodbank's routine work are not affected.
Amount of reserves held	Para 1.22	£40,000 (~1.5 * Unavoidable Annual Running Costs)
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Trust Deed
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	New Trustees are selected by nomination, followed by interview; after which the name of the person nominated is put to a vote by the existing Trustees.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	North Cotswold Foodbank
Other name the charity uses	N/A
Registered charity number	1181310
Charity's principal address	Unit 2 Glebe Farm Buildings Guiting Power Glos. GL54 5TZ

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Paul Geoffrey Fisher	Chair		Full Trustee Meeting
2	James Godfrey Milton		01/01/19-20/07/19	
3	Alexia Franca Monroe	Acting Secretary		Full Trustee Meeting
4	Fernley Charles Hext			Full Trustee Meeting
5	Marion Kathleen Beagley			Full Trustee Meeting
6	Allan Alexander Gillespie	Treasurer	From 03/01/19	Full Trustee Meeting
7	Rhian Morgan		From 19/10/19	Full Trustee Meeting
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		
N/A		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/A		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

--

Exemptions from disclosure

Reason for non-disclosure of key personnel details

--

Other optional information

--

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Allan Alexander Gillespie	
Position (eg Secretary, Chair, etc)	Treasurer	
Date	22 September 2020	

**REPORT OF THE INDEPENDENT EXAMINER TO THE TRUSTEES/MEMBERS OF
NORTH COTSWOLDS FOODBANK
On accounts for the year ended 31st December 2019
Registered Charity No 1181310**

I report to the trustees on my examination of the accounts of the above charity for the year ended 31/12/2019

Responsibilities and basis of the report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

Signed: _____



Date: _____

19 April 2020

Miss Amanda Smith
Account-Ability
9 Redesdale Place
Moreton in Marsh
GL56 0EF

19th April 2020

North Cotswold Foodbank

Balance b/f		£ 45,698.87	
Income			
2018		2019	
	£ 9,967.28 Individual Donations	£ 8,581.25	
	£ 1,634.92 Gift Aid return (previous yr)	£ 1,193.75	
£ 11,602.20		£ 9,775.00	
£ 3,606.66	Group Donations	£ 12,279.67	
	£ 2,000.00 Susannah Peake Trust	£ 2,000.00	
£ 2,000.00	Total Grants	£ 2,000.00	
	Legacies	£ 10,000.00	
£ 934.22	Tesco Topup	£ 2,034.50	
	Sale of Goods		
	£ 22.99 Refund for Shredder *		
£ 280.99	£ 258.00 Volunteer Fleeces *	£ 110.00	
	Total Misc. Items	£ 110.00	
	Interest on Investments		
proof req	Hampshire Trust Bank	£ 120.55	
proof req	United Trust Bank	£ 165.00	
	Redwood Bannk	£ -	
		£ 285.55	
	Meat Vouchers		
	(Moreton-in-Marsh)	£ 100.00	
£ 18,424.07	Total in-year Income	£ 36,584.72	

Statement of Accounts 2019

Expenditure		2019	
2018		2019	
	HMRC	-£ 596.69	
£ 16,814.00	Salary	£ 21,791.75	
£ 16,814.00	Employment	£ 21,195.06	
£ 2,880.05	Travel Expenses	£ 3,039.37	
£ 200.16	Mobile Phone	£ 206.13	
	£ 325.17 Rates	£ 364.72	
	£ 45.00 Fire Service		
	£ 143.38 Electricity	£ 277.12	
£ 513.55	Premises	£ 641.84	
	£ 46.00 Storage Tubs Trugs	£ 64.94	
	£ 24.99 Rodent Repeller		
	£ 22.99 Shredder *		
	£ 498.99 Laptop		
	£ 49.99 Mobile Phone		
£ 642.96	Other (Hoover, Boards)	£ 117.90	
	Equipment (capital)	£ 182.84	
£ 213.82	Stationery & Consumables	£ 446.79	
£ 398.53	Insurance	£ 464.17	
	Meat Vouchers Redeemed	£ 175.00	
	£ 35.00 Info Commissioner's Office	£ 35.00	
	£ 360.00 Trussell Trust	£ 360.00	
	£ 115.20 Charity Checkout	£ 115.20	
	£ 89.99 Antivirus Software	£ 19.99	
	£ 50.00 External Independent Examiner		
£ 650.19	Licences & Fees	£ 530.19	
	£ 120.00 Christmas Hampers	£ 246.64	
	£ 282.00 Volunteer Fleeces *	£ 126.00	
	£ 7.00 Cake Ingredients for Event		
	Other Items	£ 52.00	
£ 409.00	Total Misc. Items	£ 424.64	
£ 22,722.26	Total in-year Expenditure	£ 27,306.03	
	Balance c/f	£ 54,977.56	
	Consisting of:		
£ 10,000.00	Hampshire Trust Bank	£ 10,120.55	
£ 10,000.00	United Trust Bank	£ 10,165.00	
	Redwood Bank (new account)	£ 10,000.00	
£ 25,698.87	Lloyds Current Account(s)	£ 24,692.01	
£ 45,698.87	Total	£ 54,977.56	