

WYTHENSHAW FOODBANK
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 3 APRIL 2020

Topping
partnership

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WYTHENSHAWE FOODBANK

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	P Moran J Naraynsingh S Halpern T Rawlins M Edge A Petrou V McDowell	(Appointed 16 January 2020) (Appointed 16 January 2020) (Appointed 28 February 2020)
Charity number	1165044	
Principal address	c/o Wythenshawe Community Housing Group Wythenshawe Manchester M22 9TA	
Independent examiner	Topping Partnership (Accountants) Limited Incom House Waterside Trafford Park Manchester M17 1WD	

WYTHENSHAW FOODBANK

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WYTHENSHAWE FOODBANK

TRUSTEES' REPORT

FOR THE YEAR ENDED 3 APRIL 2020

The Trustees presents it's report and financial statements for the year ended 3 April 2020.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the Charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

Objectives and activities

In shaping the Charity's objectives, the trustees have paid due regard to the public benefit guidance published by the Charity Commission. Wythenshawe Foodbank was established in January 2016 to create a co-ordinated approach to food crisis in Wythenshawe by bringing together a number of existing foodbanks who were supporting people in need. The main purpose of WFB is to provide food and other essential items to people experiencing food crisis and extreme poverty in Wythenshawe, Manchester through an organisation of foodbanks supported by trained volunteers.

The organisation aims to help people experiencing poverty and financial hardship, primarily by the provision of emergency food, but also by working with other agencies who provide additional support, for example fuel poverty, support with benefit claims, housing, and other services to meet need.

Wythenshawe Foodbank works by having a central warehouse where donations are collected and distributed out to community hubs and uses the Trussell Trust model.

The prevention or relief from poverty in Wythenshawe, Greater Manchester, through the provision of information, advice, guidance and food and basic essential items to individuals in need and other charities and organisations working to prevent or relieve poverty.

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the Charity should undertake.

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the Charity should undertake.

Achievements and performance

- Improved governance arrangements with new recruitment of Trustees, with the skillset to meet the Charity's ambitions into the future.
- Completed a Quality Assurance Audit with Trussell Trust giving us the platform to continuously improve.
- Developed relationships with donors, schools, local businesses and other stakeholders in the community to collect donations of food, money and other in-kind support.
- Worked with 30 Foodbank volunteers to distribute food, and sign post people to other types of support (housing/benefits)
- Kept accurate records of food donated and purchased by the foodbank as well as food distributed to families by those Foodbank centres
- Operated a central storage facility to collect and store food that is accessed by the foodbank network as required

WYTHENSHAW FOODBANK

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 3 APRIL 2020

Financial review

The charity's expenditure was more than incoming resources.

The charity had reserves of £31,793 at the period end. This is working capital.

The reserves were achieved both from donations via grant making bodies and generous donations. In the coming year the Charity will continue to apply for external funding as is appropriate for agreed budgets.

The Trustees recognise the importance of having a reserves policy, and a figure of £15,000 is considered reasonable to pay for 3 – 6 months of the salary of the worker, £10,000 and the operation of the central food store, approximately £25,000. The reserves policy is an area of focus for Trustees.

It is the policy of the Charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The Trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the Charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

The Trustees have assessed the major risks to which the Charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

Structure, governance and management

The charity is a Charitable Incorporated Organisation registered with the UK Charities Commission on 5 January 2016. The charity number is 1165044. It is governed by these rules and the constitution dated 9 September 2017.

The principal place of business is Wythenshawe Community Housing Group, Wythenshawe, Manchester, M22 9TA

The members of the Trustees who served during the year and up to the date of signature of the financial statements were:

P Moran

J Naraynsingh

S Halpern

T Rawlins

(Appointed 16 January 2020)

M Edge

(Appointed 16 January 2020)

A Petrou

(Appointed 28 February 2020)

V McDowell

None of the members of the Trustees have any beneficial interest in the company. All of the members of the Trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

The company's current policy concerning the payment of trade creditors is to follow the CBI's Prompt Payers Code (copies are available from the CBI, Centre Point, 103 New Oxford Street, London WC1A 1DU).

The company's current policy concerning the payment of trade creditors is to:

- settle the terms of payment with suppliers when agreeing the terms of each transaction;
- ensure that suppliers are made aware of the terms of payment by inclusion of the relevant terms in contracts; and
- pay in accordance with the company's contractual and other legal obligations.

The trustees' report was approved by the Board of Trustees.

WYTHENSHAW FOODBANK

TRUSTEES' REPORT (CONTINUED) *FOR THE YEAR ENDED 3 APRIL 2020*

.....
A Petrou
Trustee
Dated:

WYTHENSHAW FOODBANK

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF WYTHENSHAW FOODBANK

I report to the Trustees on my examination of the financial statements of Wythenshawe Foodbank (the Charity) for the year ended 3 April 2020.

Responsibilities and basis of report

As the Trustees of the Charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

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

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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 that in any material respect:

- 1 accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do 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 financial statements to be reached.

Topping Partnership (Accountants) Limited

Daniel Bowles FCCA
Independent Examiner
Incom House
Waterside
Trafford Park
Manchester
M17 1WD

Dated:

WYTHENSHAW FOODBANK

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 3 APRIL 2020

	Notes	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £	Unrestricted funds 2019 £	Restricted funds 2019 £	Total 2019 £
Income from:							
Donations and legacies	3	10,524	14,600	25,124	20,576	17,600	38,176
Expenditure on:							
Charitable activities	4	18,070	7,600	25,670	22,469	-	22,469
Net (expenditure)/income for the year/							
Net movement in funds		(7,546)	7,000	(546)	(1,893)	17,600	15,707
Fund balances at 4 April 2019		14,739	17,600	32,339	16,632	-	16,632
Fund balances at 3 April 2020		<u>7,193</u>	<u>24,600</u>	<u>31,793</u>	<u>14,739</u>	<u>17,600</u>	<u>32,339</u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

WYTHENSHAW FOODBANK

BALANCE SHEET

AS AT 3 APRIL 2020

	Notes	2020 £	£	2019 £	£
Current assets					
Cash at bank and in hand		32,453		32,339	
Creditors: amounts falling due within one year					
	7	(660)		-	
Net current assets		<u>31,793</u>	31,793	<u>32,339</u>	32,339
Income funds					
Restricted funds		24,600		17,600	
Unrestricted funds		7,193		14,739	
		<u>31,793</u>	31,793	<u>32,339</u>	32,339

The financial statements were approved by the Trustees on

.....
A Petrou
Trustee

WYTHENSHAW FOODBANK

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 3 APRIL 2020

1 Accounting policies

Charity information

Wythenshawe Foodbank is a Charitable Incorporate Organisation registered with The Charities Commission on 5 January 2016. It is governed by these rules and its constitution dated 9 September 2017.

1.1 Accounting convention

The financial statements have been prepared in accordance with the Charity's constitution, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The Charity is a Public Benefit Entity as defined by FRS 102.

The Charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the Trustees has a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Income

Income is recognised when the Charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the Charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the Charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

WYTHENSHAW FOODBANK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 3 APRIL 2020

1 Accounting policies

(Continued)

1.5 Expenditure

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT that cannot be recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes all the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity appointed to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to the activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

1.6 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the Charity's contractual obligations expire or are discharged or cancelled.

1.7 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the Charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

WYTHENSHAW FOODBANK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 3 APRIL 2020

2 Critical accounting estimates and judgements

In the application of the Charity's accounting policies, the Trustees is required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2020	2020	2020	2019	2019	2019
	£	£	£	£	£	£
Donations and gifts	10,524	14,600	25,124	20,576	17,600	38,176

WYTHENSHAW FOODBANK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 3 APRIL 2020

4 Charitable activities

	Charitable Expenditure	Charitable Expenditure
	2020	2019
	£	£
Staff costs	8,716	3,467
Premises	3,895	6,358
Food	4,819	2,867
Professional Fees	660	660
Grants to Food Banks	-	9,082
Bank Charges	78	10
Stationery	168	25
Repairs	305	-
Travel	100	-
Computer	360	-
Training	69	-
NIF Redistribution	6,500	-
	<u>25,670</u>	<u>22,469</u>
	<u>25,670</u>	<u>22,469</u>
	<u>25,670</u>	<u>22,469</u>
Analysis by fund		
Unrestricted funds	18,070	22,469
Restricted funds	7,600	-
	<u>25,670</u>	<u>22,469</u>
	<u>25,670</u>	<u>22,469</u>

5 Trustees

None of the Trustees (or any persons connected with them) received any remuneration or benefits from the Charity during the year.

WYTHENSHAW FOODBANK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 3 APRIL 2020

6 Employees

Number of employees

The average monthly number of employees during the year was:

2020	2019
Number	Number
1	1
=====	=====

Employment costs

2020	2019
£	£

Wages and salaries

8,716	3,467
=====	=====

7 Creditors: amounts falling due within one year

2020	2019
£	£

Accruals and deferred income

660	-
=====	=====