



Trustees' Annual Report for the period

Period start date		Period end date	
From	1 April 2019	To	31 March 2020

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Postcode

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	The Rev'd Alan Dickinson	Chair		
2	Lady Christine Ennals			
3	Mr Ian Miller	Secretary		
4	Mrs Una Miller			
5	Mrs Ruth Stradling	Treasurer	Left as a Trustee on 23 rd September 2020	
6	Mrs Maggie Walker			
7	Mr Andy Sherwood	Treasurer	From 17 th October 2019	Alan Dickinson & Ian Miller
8				
9				
10				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Elected at AGM

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The objects of the charity are to relieve persons in Northumberland, North Tyneside and Newcastle upon Tyne who are in conditions of need, hardship or distress in such ways as the Trustees see fit.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The main activity of the charity during the year has been the distribution of emergency packages of food and other items to individuals and families. Individuals and families are referred to us by social services, health workers, other charities, and other appropriate individuals and bodies, as being in need of temporary support.

We have also worked with other organisations to provide meals for disadvantaged children.

In undertaking these activities, the trustees have had regard to the guidance issued by the Charity Commission on public benefit.

Further financial review details (Optional information)

Details of any funds materially in deficit

Brief statement of the charity's policy on reserves

The Trustee's policy is to move towards holding two years' running costs in a designated reserve fund. At the end of the 2019-20 financial year the reserve funds held more than 18 months running costs.

We have now closed the fund we had set up to hold funds for the cost of replacing our van. We purchased a new van in January 2020 for a cost of £15,514 which can be seen in the financial accounts.

Section E Financial review

Summary of the main achievements of the charity during the year

Of this total 1,506 were provided on behalf of North Tyneside Council which split between 748 eligible parcels for Local Welfare Provision and 758 non-eligible.

In furtherance of our aims, we have worked with other charities and organisations to ensure that donated goods are put to best use. In practice, this means that we have been able pass on to other foodbanks, soup kitchens, breakfast clubs etc surpluses of perishable goods we could not use while still fresh and have similarly received surpluses from them.

During the summer of 2019 we also worked with several projects providing meals during school holidays to children from disadvantaged backgrounds. We supplied food from our stocks and also purchased additional supplies for these projects as required.

Grant funding has enabled us to support breakfast clubs at Percy Main and Waterville Rd schools, so that no pupil needs to start the day hungry.

We have worked with other charities to provide sanitary products to schools which they can make available free of charge to those who need them.

6,111 parcels were provided; these provided food, usually for 4-5 days for 7,362 adults, 3,484 children and a further 111 babies.

Section D Achievements and performance

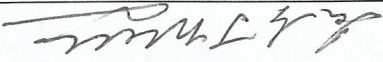

You may choose to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The Bay Foodbank is very grateful for the support provided by a large group of volunteers who provide essential help by collecting donations from drop-off points in shops, churches and offices; unpacking and sorting donations; packing food parcels; and acting as delivery drivers.

Additionally we are grateful to the dozens of individuals and businesses that make donations to us via our bank account which ensures we can continue to carry out our activities.

Additional details of objectives and activities (Optional information)

Signed on behalf of the charity's trustees	
Signature(s)	Full name(s)
	IAN GEORGE TWIDDLE MILLER
	A DICKINSON
Position (eg Secretary, Chair, etc)	CHAIR
Date	
21 JAN 2021	

Section G Declaration

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

Please note that the Bay Foodbank has made significant contributions in response to the local Covid-19 situation; full details of this will be reflected in next year's report.

Section F Other optional information

We received 2 major grants for 2019-20 from North Tyneside Council totalling £31,500, as part of an agreement to provide emergency parcels for those qualifying for assistance under Local Welfare Provision.

Further grants to the value of £5,600 were received from the Community Foundation, VODA (for Winter Food Parcels), L&L Manning Trust and Procter & Gamble Employees Charities Fund.

Significant donations were also received from dozens of our individual supporter as well as local businesses. A substantial part of our income continues to be made up of regular bank transfer and cash donations from supporters.

Funds have been used to employ staff (a warehouse manager, admin/ reception cover and delivery drivers), to meet overhead costs such as rent of premises, utilities, fuel for deliveries etc, and to purchase additional supplies for distribution to supplement those donated by supporters.

Since late 2016 there has been a noticeable increase in the volume of in-kind donations we have received from the public; this has been very welcome and has reduced the amount of food we have needed to purchase to supplement our supplies, freeing up funds to meet our other running costs.

A partnership with Newcastle Airport has enabled us to make use of toiletries and other items handed in at security checkpoints which might otherwise have been destroyed.

In-kind support has been gratefully received from Asda, Costco, Greggs, M&S, Aldi, Co-Op, Morrison's, Accenture, EE Cobalt, North Tyneside Council, Procter and Gamble, Sainsburys, Tesco, Warburtons, Newcastle Building Society, Barrister Coffee Shop, One Stop Shop, Yorkshire Building Society, First Class Supply, Hayes Travel, Shalom Bookshop and Cruz Hairdressers.

- You may choose to include additional information, where relevant about:
- the charity's principal sources of funds (including any fundraising);
 - how expenditure has supported the key objectives of the charity;
 - investment policy and objectives including any ethical investment policy adopted.



CHARITY COMMISSION
FOR ENGLAND AND WALES

The Bay Foodbank

1151746

Receipts and payments accounts

CC16a

For the period from

1/4/19

To

31/3/20

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations	63,947	10		63,957	41,788
Grants	29,000	8,100		37,100	8,100
Reclaimed tax (Gift Aid)	3,783			3,783	1,359
Bank interest received	290			290	280
Other (incl DD refund)	305			305	37
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
Sub total (Gross income for AR)	97,325	8,110	0	105,435	51,564
A2 Asset and investment sales, (see table).					
	0	0	0	0	
	0	0	0	0	0
Sub total	0	0	0	0	0
Total receipts	97,325	8,110	0	105,435	51,564
A3 Payments					
Salaries and related costs	49,882			49,882	43,618
Fuel and mileage	2,714			2,714	2,890
Utilities	2,046			2,046	2,221
Purchase of goods for donation	1,707	3,416		5,123	3,237
Printing and publicity	413			413	789
Rent	1,000	5,000		6,000	8,000
Other running costs	7,127			7,127	9,239
Other	406			406	291
Rounding error				0	1
Sub total	65,296	8,416	0	73,712	70,286
A4 Asset and investment purchases, (see table)					
New Van	15,514	0	0	15,514	
	0	0	0	0	
Sub total	15,514	0	0	15,514	0
Total payments	80,810	8,416	0	89,226	70,286
Net of receipts/(payments)	16,515	- 306	0	16,209	-18,722
A5 Transfers between funds	0	0	0	0	0
A6 Cash funds last year end	102,562	4,313	0	106,875	112,793
Cash funds this year end	119,077	4,007	0	123,084	125,597

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds				
	General funds (undesignated)	12,077		0
	Designated Reserve fund	107,000		0
	Restricted funds (total)		4,007	0

B2 Other monetary assets**Details**

	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
Gift Aid recoverable	2,505	0	0
	0	0	0
	0	0	0
	0	0	0
	0	0	0
	0	0	0

B3 Investment assets**Details**

	Fund to which asset belongs	Cost (optional)	Current value (optional)
		0	0
		0	0
		0	0
		0	0
		0	0

B4 Assets retained for the charity's own use**Details**

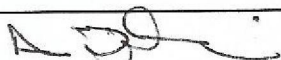
	Fund to which asset belongs	Cost (optional)	Current value (optional)
Replacement van	General	15,514	0
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0

B5 Liabilities**Details**

	Fund to which liability relates	Amount due (optional)	When due (optional)
		0	
		0	
		0	
		0	
		0	

Signed by one or two trustees on behalf of
all the trustees

Signature



Print Name

A DICKINSON

Date of approval

4 JUNE 2020



Section A

Independent Examiner's Report

Report to the trustees/
members of

THE BAY FOODBANK

On accounts for the year
ended

31 MARCH 2020

Charity no
(if any)

1151746

Set out on pages

1 to 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 March 2020**.

Responsibilities and
basis of report

As the charity trustees of the Trust, 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 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:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

Signed:

David Morrison

Date:

4 SEPTEMBER 2020

Name:

DAVID MORRISON

Relevant professional
qualification(s) or body
(if any):

CHARTERED ACCOUNTANT (ACA)

Address:

11 BEVERLEY ROAD

WHITLEY BAY

NE25 8JH

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
THE BAY FOOD BANK

No (if any)
1151746

CC16a

Receipts and payments accounts

For the period from	Period start date 01/04/2019	To	Period end date 31/03/2020
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Section A Receipts and payments

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Other (incl DD refund)	305	-	-	305	37
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	97,325	8,110	-	105,435	51,564
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	97,325	8,110	-	105,435	51,564
A3 Payments					
Salaries and related costs	49,882	-	-	49,882	43,618
Fuel and mileage	2,714	-	-	2,714	2,890
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Other running costs	7,127	-	-	7,127	9,239
Other	407	-	-	407	292
	-	-	-	-	-
Sub total	65,296	8,416	-	73,712	70,286
A4 Asset and investment purchases. (see table)					
New Van (less part exchange)	15,514	-	-	15,514	-
	-	-	-	-	-
Sub total	15,514	-	-	15,514	-
Total payments	80,810	8,416	-	89,226	70,286
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		0	0
		0	0
		0	0
		0	0

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	Fund to which asset belongs	Cost (optional)	Current value (optional)
Replacement van	General	15,514	0
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		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0

B5 Liabilities**Details**

	Fund to which liability relates	Amount due (optional)	When due (optional)
		0	
		0	
		0	
		0	
		0	

Signed by one or two trustees on behalf of all the trustees

Signature



Print Name

A DICKINSON

Date of approval

4 JUNE 2020