



Trustees' Annual Report for the period

From **01/12/20** Period start date To **31/12/21**
Period end date

Charity name: **BRIDGWATER FOODBANK**

Charity registration number: **1170515**

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To provide emergency food parcels and other items to those in the Bridgwater area who are in need
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 collection of food from local donation points, logging the weight, sorting it into "use by" dates, storing it on shelving, and making up food parcels for those clients who arrive at the foodbank with a voucher from a recognised agency (emailed prior to arrival)
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees are aware of the guidance issued, and adhere to the specified procedures

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	n/a
Policy on social investment including program related investment	Para 1.38	n/a
Contribution made by volunteers	Para 1.38	The foodbank is entirely staffed by volunteers. Even the Manager, who would be entitled to remuneration, currently gives his services free of charge

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	The foodbank continues to supply food and personal hygiene items and cleaning products to local people in need. Between May and November 2021 2,883 individuals received food from the Foodbank. During the same period, 21.3 tonnes of food was received via donations, and 22.2 tonnes was distributed. This included supporting schools, for families in receipt of free school meals who were being educated at home due to the pandemic.

Additional information (optional)

You may choose to include further statements where relevant about:

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

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	A surplus of £90,266 and total Unrestricted Funds of £195,968.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We try to hold reserves of two years operating costs
Amount of reserves held	Para 1.22	
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	None
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	None

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	Car park fees £9310 Donations £65045 As at end of financial year 31/12/2021
Investment policy and objectives including any social investment policy adopted	Para 1.46	We keep 6 months costs in current a/c and the rest in a 35 day deposit a/c
A description of the principal risks facing the charity	Para 1.46	The major risk is that we lose income from the car park or that donations will be reduced
Other		n/a

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Trust. Constitution
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	There are 13 trustees of whom 3 are independent, the remainder being drawn from volunteers and the Manager and Chair being Ex-officio. The normal period of office is 3 years; Nominations received at AGM are then voted on.

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	All new trustees (and volunteers) are required to sign up to the Constitution and various policies, including safeguarding.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The Manager co-ordinates the work of the volunteers. We also liaise regularly with other local charities and referring agencies as well as Social Services.
Relationship with any related parties	Para 1.51	The trust works closely with a team of local counsellors, to try to provide longer-term or permanent solutions to clients' problems
Other		The Bridgwater Foodbank works within the umbrella of the Trussell Trust

Reference and Administrative details

Charity name	Bridgwater Foodbank
Other name the charity uses	None
Registered charity number	1170515

Charity's principal address	Mount Street Bridgwater Somerset TA6 3ER

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	Philip Jarman	Manager		
2	Dora Hinkley	Chair of the Trust		
3	Robin Kinahan	Treasurer of the Trust		
4	Ann Barnard	Volunteer		
5	Mollie Fooks-Bale	Volunteer		
6	Judith Brown	Volunteer		
7	Alan Cable	Independent		
8	Lance Duddridge	Volunteer		
9	Heather Strawbridge	Independent		
10	Rev Will Lane	Independent		
11	Jon Cran	Co-opted volunteer		
12	Margot Taylor	Volunteer		
13	Sue Golden	Volunteer		
14	Clare Adams	Volunteer		
15				
16				
17				
18				
19				
20				

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

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
The whole body of		

trustees listed above jointly hold the title to the property from which foodbank operates, following purchase of the property from Somerset County Council in 2018		

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
Accountant	Ben Cleavelly	Michael J Dodden & Co, 34 North St, Bridgwater, TA6 3YD

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

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

JH Ballard

Full name(s)

Judith Ballard

**Position (eg
Secretary, Chair, etc)**

Secretary to the Trustees

Date

19/01/21

BRIDGWATER FOODBANK

RECEIPTS AND PAYMENTS ACCOUNT

FOR THE 13 MONTH PERIOD ENDED 31ST DECEMBER 2021

<u>2020</u>		<u>2021 (13 MONTHS)</u>		
<u>£</u>	<u>£</u>	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>
	<u>Receipts</u>			
	7,162 Car Park	9,310		9,310
	8,449 Standing Orders	11,357		11,357
	73,913 Donations	65,045		65,045
	- Grants	8,952		8,952
	- Settlement of road access	21,194		21,194
	289 Interest	146		146
89,813		<u>116,004</u>	<u>-</u>	<u>116,004</u>
	<u>Less Payments:</u>			
	607 Rent	3,354		3,354
	1,027 Telephone	1,573		1,573
	1,623 Gas	1,869		1,869
	163 Water	177		177
	1,861 Food Purchases	7		7
	908 Professional Fees	108		108
	360 Trussells	-		-
	5,376 Premises	6,911		6,911
	- Repairs and maintenance	4,750		4,750
	633 Publicity / Printing	896		896
	1,285 Insurance	748		748
	1,450 Travel Expenses	1,499		1,499
	120 Accountancy	120		120
	36 Sundry	35		35
	- Depreciation	3,691		3,691
(15,449)		<u>(25,738)</u>	<u>-</u>	<u>(25,738)</u>
<u>£74,364</u>	<u>NET SURPLUS IN THE YEAR</u>	<u>£90,266</u>	<u>-</u>	<u>£90,266</u>
181,338	TOTAL FUND BROUGHT FORWARD	105,702	150,000	255,702
<u>£255,702</u>	TOTAL FUNDS CARRIED FORWARD	<u>£195,968</u>	<u>£150,000</u>	<u>£345,968</u>

BRIDGWATER FOODBANK

SUMMARY OF FUNDS

FOR THE PERIOD ENDED 31ST DECEMBER 2021

<u>2020</u>		<u>2021</u>
£		£
	<u>Fixed Assets</u>	
150,000	Freehold Property	150,000
-	Motor Vehicles	11,074
<u>150,000</u>		<u>161,074</u>
	<u>Current Assets</u>	
25,947	Bank Current account	36,589
79,745	Bank Deposit account	148,146
130	Prepayments	279
<u>105,822</u>		<u>185,014</u>
	<u>Liabilities</u>	
120	Accountancy Accrual	120
<u>105,702</u>	<u>Net Current Assets</u>	<u>184,894</u>
<u>255,702</u>	<u>Net Assets</u>	<u>345,968</u>
	<u>Represented by</u>	
105,702	Unrestricted reserve	195,968
150,000	Restricted reserve	150,000
<u>255,702</u>		<u>345,968</u>

ACCOUNTANTS' REPORT

We have prepared the foregoing accounts without carrying out an audit from the books and records maintained by the Treasurer and from information and explanations supplied by him.

34 North Street
Bridgwater

8th March 2022

Michael J. Dodden & Co.
Chartered Certified Accountants

We approve this account, and confirm that we have made available all relevant records and information for its preparation.

Signed:

Date:

Signed:

Date:

BRIDGWATER FOODBANK

RECEIPTS AND PAYMENTS ACCOUNT

FOR THE 13 MONTH PERIOD ENDED 31ST DECEMBER 2021

<u>2020</u>		<u>2021 (13 MONTHS)</u>		
<u>£</u>	<u>£</u>	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>
	<u>Receipts</u>			
	7,162	9,310		9,310
	8,449	11,357		11,357
	73,913	65,045		65,045
	-	8,952		8,952
	-	21,194		21,194
	289	146		146
89,813	<hr/>	<hr/>	<hr/>	<hr/>
		116,004	-	116,004
	<u>Less Payments:</u>			
	607	3,354		3,354
	1,027	1,573		1,573
	1,623	1,869		1,869
	163	177		177
	1,861	7		7
	908	108		108
	360	-		-
	5,376	6,911		6,911
	-	4,750		4,750
	633	896		896
	1,285	748		748
	1,450	1,499		1,499
	120	120		120
	36	35		35
	-	3,691		3,691
(15,449)	<hr/>	<hr/>	<hr/>	<hr/>
		(25,738)	-	(25,738)
<hr/> £74,364 <hr/>	<u>NET SURPLUS IN THE YEAR</u>	<hr/> £90,266 <hr/>	<hr/> - <hr/>	<hr/> £90,266 <hr/>
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34 North Street
Bridgwater

8th March 2022

Michael J. Dodden & Co.
Chartered Certified Accountants

We approve this account, and confirm that we have made available all relevant records and information for its preparation.

Signed:

Date:

Signed:

Date: