

Trustees' Annual Report for the period



		Period start date			Period end date		
	Day	Month	Year		Day	Month	Year
From	12 th	January	2021	To	31 st	March	2022

Section A Reference and administration details

Charity name	Still Good Food		
Other names charity is known by			
Registered charity number (if any)	119 3073		
Charity's principal address	4 Elsey's Yard		
	Bury St Edmunds		
	Suffolk		
Postcode	IP33 3AA		

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	Kate Mc Farland	Chair	Appointed 12.1.2021	
2	Roz Scott	Co-ordinator (Joint)	Appointed 12.1.2021	
3	Derek Gadd		Appointed 12.1.2021	
4	Sarah Bullen	Co-ordinator (Joint)	Appointed 31.8.2022	
5	Steve Eldridge		Appointed 31.8.2022	
6				

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

Name	Dates acted if not for whole year

Name of senior staff members

Sarah Bullen (Appointed 12.1.2021)

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)

Charitable Incorporated Organisation

Trustee selection methods
(eg. appointed by, elected by)

Appointed by existing Trustees

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.

The Trustees of Still Good Food have considered the major risks to which the charity is exposed and satisfied themselves that systems or procedures are established in order to manage those risks. The Trustees also ensure that appropriate insurance cover is maintained.

Section C Objectives and activities

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

The protection and preservation of the environment for the public benefit of food waste minimisation in particular by: 1) the provision of redistribution of food to the public 2) raising awareness of food waste

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)

Still Good Food work for the public benefit by working to reduce food waste in West Suffolk and more generally across East Anglia so as to protect and preserve the environment for the public good.

This is achieved principally through the following activities:

- Collections and receipt of food into our shops and store from supermarkets, other outlets and distributors help reduce the quantity of perfectly edible food that goes to landfill or incineration.
- Similarly we work with the local farming community to glean vegetable crops that are excess to requirements or slightly below retailers standards and would otherwise be wasted or ploughed in.
- The food is re-distributed to the general public through our shops for which we ask a small donation to help with running costs
- Through our shops and at public events we inform the public about the problem of food waste, environmental and economic, and raise the profile of the charity's work in addressing the issue.

As Trustees of Still Good Food we have carried out the purposes of the Charity for public benefit by making decisions that have had due regard for public benefit guidance issued by the Charity Commission, when exercising any powers or duties to which the guidance is relevant.

Additional details of objectives and activities (Optional information)

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

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

Contribution made by volunteers

As trustees of Still Good Food we acknowledge the service to the community and dedicated commitment of all volunteer team members who do a fantastic job in supporting the work of the charity. Our volunteers help with stock movements, service and run our shops, represent us at promotional public events and generally support our part-time staff.

We are very grateful for all the volunteers who selflessly give up their time to help and without whom Still Good Food would not operate.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Still Good Food was registered as an incorporated charitable organisation on 12 January 2021 and commenced operating on 1st March 2021. We secured funding for new branded signage and logo and saw significant growth over the subsequent months. We increased our opening hours to 6 sessions a week Monday - Saturday and began to look for a larger premises within Bury St Edmunds. We successfully secured funding for additional rental costs and to 'improve our facilities to the community' to enable us to fund the expansion. In the meantime we had been allowed to use some space at Freedom Church, located in Great Barton, a village just outside Bury St Edmunds, as temporary storage. This space was then expanded and we secured funding for additional shelving.

In response to some customers taking a very large amount of food we secured further funding and introduced branded reusable SGF shopping bags to be used by customers as their 'basket'. This helped to distribute the food more evenly between our customers.

During the summer of 2021 we held a number of Sunday pop-up shops at Freedom Church, where we had been using a space for additional storage. These proved very popular and suggested to us that a more rural location could be successful.

Unable to find suitable larger premises in Bury St Edmunds, in October 2021 we negotiated a more permanent lease agreement with the Trustees of Freedom Church and opened our second premises at Freedom Church for 2 sessions a week. This premises has proven very popular and in February 2022 we purchased a shipping container, in partnership with Freedom Church to give additional storage space and enable us to expand the size of the shop.

We have continued to recruit volunteers and now have approximately 35 regular volunteers to supervise the shops and collect and transport stock donations.

In December 2021 we were invited by BBC Radio Suffolk to host a 2 hour radio show. This gave us the opportunity to inform the listeners about the problem of food waste, what we are doing to help reduce this in our area and give some suggestions to help people save food. We interviewed a number of different people from organisations working towards the same aim including FareShare, The Gleaning Network, local supermarkets, growers, farmers and Jimmy Doherty of Jimmy's Farm.

Section D

Achievements and performance

In April 21 we received the Lord Lieutenant of Suffolk Award in Recognition of outstanding service to the community in Suffolk during the Covid-19 Pandemic.

In November 2021 we received the Suffolk Greenest County Award in the Waste Reduction and Recycling category.

We have a number of plans in progress, some still in the planning phase, some implemented and coming to fruition:

Opening our Freedom Church shop for additional sessions, we have already increased to 3 a week.

Securing funding for a Community Fridge which opened in May 2022, along with a freezer (donated by a local electrical retailer).

The employment of a part time Stock Coordinator to manage increasing demands of stock.

Working to increase our impact on Farm Rescue (Gleaning) in partnership with The Felix Project and Lions International – Lions Gleaning Hub.

We are in the process of securing the lease for a second unit in Elsey's Yard in Bury St Edmunds, located next to our current premises to give additional storage and possibly help to facilitate additional opening hours for the shop.

We continue to recruit new volunteers and actively seek new sources of surplus food.

Section E

Financial review

Brief statement of the charity's policy on reserves

Still Good Food has a policy to hold unrestricted reserves sufficient to finance estimated operating costs for around 3 to 4 months. It is acknowledged, the operating model is such that much of the charity's activities will continue to be financed by grants and similar restricted funding.

On 31st March 2022, Still Good Food had just under 3 months reserves, hence at the lower end of the policy range.

Details of any funds materially in deficit

All funds remain in surplus.

Further financial review details (Optional information)

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.

Still Good Food main sources of funding received during 13-month operating period to 31st March 2022 were:

- West Suffolk Council Community Chest grant and local Borough Councillors Locality Budgets
- Suffolk County Council and Bury St Edmunds Town Council Councillors Locality Budgets
- Funding from Suffolk Community Foundation through:
 - Suffolk Giving Fund
 - Fonnereau Fund
 - High Sheriff's Fund
 - Covid Support Grant

Cont.

- Grants from:
 - The Tudwick Foundation
 - Matthew Good Foundation
 - Amazon Charitable Giving
 - Hubbub Community Fridge
- Donations from individuals and shop customers
- Donations from organisations

Total income for the period to 31 March 2022 is £60,499 and the surplus over expenditure is £24,475.
 Monetary reserves on 31 March 2022 were £33,481, including restricted funds of £22,209.

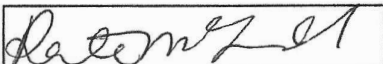
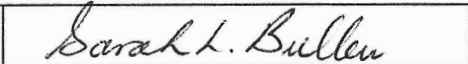
Section F Other optional information

Still Good Food was registered as an incorporated charitable organisation on 12 January 2021 and commenced operating on 1st March 2021 upon the demerger of its activities from London based company Best Before Project (company no. 08043750). Note 3 to the receipts and payments accounts provides more detail.

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Kate Mc Farland	Sarah Bullen
Position (e.g. Secretary, Chair, etc)	Chair	Trustee / Project Coordinator
Date	12.12.22	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Still Good Food		Charity no.
		1193073
Receipts and payments accounts		
For the period from	12-Jan-21	To 31st March 2022



Section A Receipts and payments

	Unrestricted funds £	Restricted funds £ (Note 2)	Total funds £	Last year £
Receipts				
Grants: County, Borough and Town Councils	-	17,765	17,765	
Grants: Suffolk Community Foundation		16,820	16,820	
Grants: Others	-	10,500	10,500	
Shop donations	12,944	-	12,944	
Donations from individuals	1,720	-	1,720	
Donations from organisations	500	-	500	
Income from events organised by third parties	250	-	250	
Total operating receipts	15,414	45,085	60,499	-
Payments				
Shop and administration costs				
Coordinators' salaries	7,183	11,740	18,923	
Pension contributions	407	-	407	
Staff travelling and training costs.	-	664	664	
Shop operating costs	1,731	1,472	3,203	
Shop and storage equipment	86	43	129	
Rent and service charge	2,383	1,800	4,183	
Insurance	426	-	426	
Heat, light & power	175	-	175	
Repairs and maintenance	-	-	-	
Promotional, website and signage	238	456	694	
Telephone (mobiles)	156	-	156	
Subscriptions and licences	240	-	240	
Volunteers costs	96	-	96	
Management & trustee meeting expenses	26	-	26	
Stationery & postage	1	-	1	
Capital expenditure (section B)	-	6,701	6,701	
Total payments	13,148	22,876	36,024	-
Net receipts/(payments)	2,266	22,209	24,475	-
Monetary assets transferred on demerger (note3)	9,006	-	9,006	-
Transfers between funds	-	-	-	-
Monetary funds as at 31st March 2022	11,272	22,209	33,481	-



CHARITY COMMISSION
FOR ENGLAND AND WALES

Still Good Food		Charity no. 1193073	
For the period from	12-Jan-21	To	31st March 2022

Receipts and payments accounts



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

Year to 31st March 2021

Monetary Funds represented by:

	Unrestricted funds £	Restricted funds £	Total funds £
Current assets:			
Bank current account	11,045	22,209	33,254
Cash in hand	227	-	227
Total monetary funds	11,272	22,209	33,481

Assets retained for the charity's own use

	Unrestricted fund £	Restricted funds £	Total funds £
Stated at cost:			
Office equipment and mobile phones	669	-	669
Storage container (jointly owned - 75% interest)	-	5,228	5,228
Community fridge	-	1,192	1,192
Shop & storage shelving	-	281	281
Total tangible assets	669	6,701	7,370

Liabilities

	Unrestricted £	Restricted £	Total funds £
HMRC: PAYE & National insurance	99	-	99
Total liabilities	99	-	99

Section C Notes to receipts and payments accounts

1. Accounting policies

Accounting basis

The accounts, including notes thereto, show all funds which are governed by the Charity presented on a cash received and paid basis. The accounts are prepared in accordance with the requirements of the Charities Act 2011.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for specified purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for specific purposes.

Further explanation of the nature and purpose of each fund is included in note 2.



CHARITY COMMISSION
FOR ENGLAND AND WALES

Still Good Food		Charity no.
		1193073
Receipts and payments accounts		
For the period from	12-Jan-21	To 31st March 2022



Section C Notes to receipts and payments accounts continued

2. Grants received and other restricted income

	Restricted funds £	Balance at 31 March 2022 £
Grants received		
West Suffolk Council Community Chest Fund (<i>For Project coordinators staff costs</i>)	8,740	-
West Suffolk Locality grants (<i>For: improving facilities to the local community, Food Confidence & Engagement Project and for the purchase of a Suffolk County Council Locality Budget Cllr R Rout (For storage equipment and promotion)</i>)	6,600	3,772
Bury St Edmunds Town Council Locality Budget - Cllr. R Rout (<i>For Food Confidence & Engagement Project</i>)	1,550	716
	875	287
Funding from Suffolk Community Foundation through:		
High Sheriff's Fund (<i>For staff travelling costs</i>)	1,000	306
SCF Covid Support Grant (<i>Contribution towards larger premises / second shop & storage</i>)	5,000	-
Fonnereau Fund (<i>for community project staff costs</i>)	5,000	5,000
Suffolk Giving Fund (<i>for community project staff costs</i>)	5,820	5,820
Tudwick Foundation (<i>for community project staff costs</i>)	3,000	-
Matthew Good Foundation (<i>for community project staff costs</i>)	2,500	2,500
Amazon Charitable Giving (<i>Purchase of community fridge and associated staff costs</i>)	2,000	808
Hubbub Community Fridge (<i>To establish and operate a community fridge</i>)	3,000	3,000
Sub-total: Grants (restricted income)	45,085	22,209
Other restricted income: Donations for specific equipment and expenditure	-	-
Total restricted income	45,085	22,209

3. Incorporation and demerger

Still Good Food was registered as an incorporated charitable organisation on 12 January 2001 and commenced operating on 1st March 2001 upon the demerger of its activities from London based company Best Before Project (company no. 08043750).

On 1 March 2021, assets and liabilities relating to operations in Bury St Edmunds transferred to Still Good Food comprised:

	£
Cash and bank balances	9,006
Tangible fixed assets - shop fittings and mobile phones	669
Creditors	(42)
	9,633



CHARITY COMMISSION
FOR ENGLAND AND WALES

Still Good Food		1193073	
Receipts and payments accounts			
For the period from	12-Jan-21	To	31st March 2022



Section C Notes to receipts and payments accounts continued

4. Guarantees and secured debts

The trustees confirm, in accordance with the Charitable Incorporated Organisations (General) Regulations 2012, that at the year end the CIO did not have any outstanding guarantees to third parties nor any debts secured on assets of the CIO.

5. Trustees remuneration and benefits

Mrs R B D Scott, who is a trustee, is employed as part-time Project Coordinator and, as provided by the Charity Constitution, she is remunerated in that role. During the period remuneration paid was £5,423. She is not remunerated for her work as a trustee of the charity.

Excluding reimbursed out of pocket expenses incurred wholly in respect of the operation of the Charity, there were no other payments made to trustees during the period in their capacity as Charity trustees.

Section D Approval

The Board of Trustees have approved the receipts and payments accounts for the period to 31st March 2022 on pages 1 to 3 above and the accounts are signed on their behalf by:

Signature	Print Name	Date of approval
	Kate Mc Farland (Chair)	12.12.22
	Derek Gadd (Trustee)	12.12.22

Independent examiner's report to the trustees of Still Good Food CIO

I report on the accounts of the CIO for the period ended 31 March 2022 which are set out on pages 6-9.

Respective responsibilities of Trustees and examiner

As the charity's Trustees you are responsible for the preparation of the accounts; you consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Act), and that an independent examination is needed. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the Act) whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In the course of my examination, no matter has come to my attention which suggests that your accounting records have not been properly kept (in accordance with section 130 of the Charities Act) or that these accounts do not accord with them and comply with the Act. Nor, in my opinion, is there any matter in them to which special attention should be drawn.

A handwritten signature in black ink, appearing to read 'R Allin', with a horizontal line underneath.

Robert Allin FCA
Milton Hall, Ely Road
Milton, Cambs CB24 6WZ

21st December 2022