

Signed

Hertford & District Foodbank

Annual Report and Accounts

Year Ended 31st March 2023

Charity Number 1157028

Hertford & District Foodbank

Trustees Report

Year Ended 31st March 2023

Trustees

Trustees serving throughout the period and since the year end are:

Trustees

Reverend David Ronco (Chair)

Mrs Janet Linda Bird

Mrs Cheryl Noreen Jackson

Mrs Frances Jean Spence

Mr Howard Charles Ward (retired 31 March 2023)

Mr David Alan Timson

Mrs Heather Dawn Hookway

Structure, Governance and Management

Hertford & District Foodbank is constituted as a Charitable Incorporated Organisation ("CIO") and became a registered charity (number 1157028) on 13th May 2014.

The powers of appointment or removal of Trustees rests with the CIO. New Trustees are appointed for 3 years (renewable) and are primarily selected from the members of local churches. On being appointed, new Trustees spend time with the existing Trustees to ensure they understand the responsibilities and the legal and financial framework in which the Foodbank operates.

Hertford & District Foodbank is a member of the Trussell Trust Foodbank Network which works in partnership with local churches and organisations to bring foodbanks to communities across the UK

Objectives and Activities

The Foodbank's objective is to distribute food and consumables to people from Hertford and the surrounding district in short term financial need.

Food is donated

Most of the food given out by the foodbank is donated. Often this is from schools, churches, businesses, individuals, or through supermarket collections. Supermarket collections help foodbanks engage the public. Fresh food has also been distributed, which is purchased weekly.

Food is sorted and stored

Volunteers weigh and sort the donated food according to type and 'best before date'. They also check it is undamaged and suitable for use before packing it into boxes for storage.

Frontline professionals identify people in need

Professionals from statutory and voluntary organisations such as doctors, health visitors, social workers, Citizens Advice Bureau staff, welfare officers, the police and probation officers, identify people in crisis and issue them with a foodbank voucher.

Clients receive emergency food

Clients requirements are covered by vouchers which are issued by agencies electronically. These allow for three days' supply of emergency food to be distributed. The list of foods in each parcel has been designed by dieticians to provide recipients with nutritionally balanced food.

Clients are signposted to further support

Foodbank volunteers signpost clients to agencies who can offer additional help and begin to resolve any underlying problems.

Achievements and Performance

The Foodbank operates almost entirely with volunteers, who number around 40 presently. The Trustees acknowledge the huge contribution to the work of the Charity made by all the volunteers.

During the period we received donated food totalling 55,690kgs, (at a value of £97,457). This is 35% higher than last year. Equally demand stayed strong, the number of clients increasing by 26% over the year, with 4123 food parcels to clients including 1726 to children. The electric van, purchased in 2019 with a grant from Asda's Large Grant Fund has been used extensively to make deliveries to clients as well as moving stock around, including between our depots in Hertford, Ware and Hoddesdon, as well as to other foodbanks and has proved to be invaluable during the year.

Trussell Trust was able to grant £5,000 to support us over the Winter, which was wholly used in the purchase of fresh food, which enhanced our offering.

During the year we distributed £2,649 (2022 £1,140) in emergency energy grants and £1,800 in fresh food vouchers as a supplement to the food normally given out.

Financial Review

The Foodbank had a surplus of £37,329 in the period, bringing total funds to £117,984 of which £17,853 is represented by food stocks at 31st March 2023 and £100,131 in cash funds. Income was driven by another exceptional year of donations totalling £158,862 (2021/22 £112,140) - £61,405 in money and food to the value of £97,457.

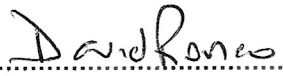
Food to the value of £94,961 (2021/22 £79,271) was distributed, including £18,869 sent to other foodbanks to balance stocks.

Cash expenditure was £35,811 comprising primarily food purchased of £13,721, a contribution of £1,500 to the United Reformed Church which houses the Hertford depot, offsite storage of £1,500, warehouse materials of £1,806 and insurance premiums of £1,605.

We employed our first paid part-time worker during the year, which has greatly reduced the pressure on our small management team and enhanced our communications programme. In addition, the trustees awarded honorariums totaling £3,900 to a small number of volunteers who continue to shoulder substantial workloads to ensure continuation of the foodbank's activities.

Public Benefit

In planning its activities, the Trustees have given regard to the Charity Commission's Public Benefit guidance.

 Chair of trustees

13 July 2023

HERTFORD & DISTRICT FOODBANK

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF HERTFORD & DISTRICT FOODBANK FOR THE YEAR ENDED 31 MARCH 2023

I report on the accounts of the charity for the year ended 31 March 2023 which are set out on the following 5 pages

Respective responsibilities of trustees and examiner

The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act;
- follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- state whether particular matters have come to my attention.

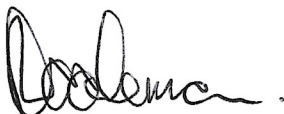
Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. 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 no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- 1 which gives me reasonable cause to believe that, in any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Philip Coleman

12 June 2023

Hertford & District Foodbank

Statement of Financial Activities

Period Ended 31st March 2023

	Notes	Un- restricted funds £	Restricted funds £	Total funds 2023 £	Total funds 2022 £
Incoming resources					
Incoming resources from generated funds					
. Voluntary income	1	158,862	10,241	169,103	112,140
Incoming resources from charitable activities	2	4,926	-	4,926	-
Total incoming resources		163,788	10,241	174,029	112,140
Resources expended					
Charitable activities	3	127,572	5,928	133,500	98,704
Staff costs	4	3,200	-	3,200	-
		130,772	5,928	136,700	98,704
Net incoming resources		33,016	4,313	37,329	13,436
Funds at the start of the year		77,307	3,348	80,655	67,219
Funds at the end of the year		110,323	7,661	117,984	80,655

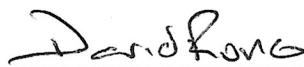
Hertford & District Foodbank


Balance Sheet

At 31st March 2023

	Notes	2023 £	2023 £	2022 £	2022 £
Current assets					
Stock	5	17,853		10,430	
Cash at bank and in hand	6	<u>100,131</u>		<u>70,225</u>	
			<u>117,984</u>		<u>80,655</u>
 Total net assets					
			<u>117,984</u>		<u>80,655</u>
 Represented by:					
Funds and reserves					
Restricted funds			7,661		3,348
Unrestricted funds			<u>110,323</u>		<u>77,307</u>
			<u>117,984</u>		<u>80,655</u>

Approved on 13th July 2023

.......... Chair of trustees

.......... Treasurer

Principal Accounting Policies

Basis of accounting

The financial statements have been prepared on a Receipts and Payments basis including stock donated and issued.

Incoming resources

All income is credited to the statement of financial activities on a received basis.

Donations are credited to the statement of financial activities in the year in which they are received as receipt is the earliest point at which entitlement is considered certain.

Restricted grants and awards are included once the amount is reasonably certain to be received. The income is matched to the period of expenditure for grants extending beyond the financial year.

Resources expended and the basis of apportioning costs

Expenditure is charged to the statement of financial activities on an actual basis.

Governance costs are negligible, and no separate cost has been identified.

Fund accounting

The Restricted Funds are monies raised for, and their use restricted to, a specific purpose, or donations subject to donor-imposed condition.

The General Fund represents unrestricted and undesignated monies used to fund working capital and which the organisation may use in furtherance of the charity's objectives.

1 Voluntary income

	Unrestricted funds £	Restricted funds £	Total 2023 £	Total 2022 £
Donations in money	61,405	10,240	71,645	40,142
Donations in kind - food	97,457		97,457	71,998
	158,862	10,240	169,102	112,140

2 Incoming resources from charitable activities

	Unrestricted funds £	Restricted funds £	Total 2023 £	Total 2022 £
Revaluation of stocks at year end	4,926	-	4,926	-
	4,926	-	4,926	-

3 Cost of charitable activities

	Unrestricted funds £	Restricted funds £	Total 2023 £	Total 2022 £
Premises	1,500		1,500	1,300
Hoddesdon storage fees	1,500		1,500	2,100
Donation to Trussell Trust	360		360	-
Warehouse materials	877	928	1,805	1,506
Administration and general	1,178		1,178	1,228
Stock purchases	13,721	5,000	18,721	5,046
Food issued	75,126		75,126	65,747
Food donated to other centres	18,869		18,869	12,899
Energy grants	2,649		2,649	1,140
Grant for food at Christmas Alone	966		966	625
Insurance	1,605		1,605	1,610
Van operating costs	1,961		1,961	573
Electric charging point	1,560		1,560	-
Honorariums	3,900		3,900	3,220
Fresh food vouchers	1,800		1,800	1,710
	127,572	5,928	133,500	98,704

4 Staff costs

	2023 £	2022 £
Staff costs during the year were as follows:		
Wages and salaries	3,200	0
Social security costs	0	0
Total staff costs	3,200	0

It has not been possible to quantify the monetary value of the services of approximately 40 volunteers who give their time freely, providing a wide range of support to the charity.

There was one employee during the period.

5 Stock

	2023 £	2022 £
Food	17,853	10,430
	17,853	10,430

6 Cash at bank and in hand

	2023 £	2022 £
Bank account	99,853	70,009
Stewardship online giving account	-	-
Petty cash	278	216
	100,131	70,225

7 Movements in funds

	At 1 April 2022 £	Incoming resources £	Outgoing resources £	At 31 March 2023 £
Restricted funds				
Trussell Trust winter support	-	5,000	(5,000)	-
Ware foodbank project	3,348	5,241	(928)	7,661
Total restricted funds	3,348	10,241	(5,928)	7,661
Unrestricted funds				
General Fund	77,307	158,862	(130,772)	105,397
Revaluation of stocks		4,926		4,926
	80,655	163,788	(136,700)	117,984