

KINGS LYNN FOODBANK

**REPORT AND ACCOUNTS
FOR THE YEAR ENDED
31 MARCH 2016**

Charity Registration: 1151936

**KINGS LYNN FOODBANK
TRUSTEES REPORT
YEAR END 31 MARCH 2016**

OBJECTIVES

The objectives of the charity are :-

The prevention or relief of poverty in Kings Lynn and the surrounding area by providing food to local people who are in need of emergency supplies and by such other means as the trustees may determine.

Our vision is to end hunger and poverty in the UK. We know that it is improbable we can end all hunger and poverty but this is our goal.

Our mission is to bring communities together to end hunger and poverty in the UK by providing compassionate, practical help while challenging injustice.

The Kings Lynn Foodbank is a charity founded on Christian principles. We work with people of all faiths and none.

We rely on food donations to feed local people in crisis.

All food given out by the foodbank is donated. Supermarket collections are one of the main ways that food is donated. Care professionals such as doctors, health visitors, social workers, CAB and police identify people in crisis and issue them with a foodbank voucher.

In setting our objectives and planning our activities our trustees have given careful consideration to the Charity Commissions general guidance on public benefit.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The charity is governed by constitution and is run as an unincorporated charity.

The management committee consisting of Chairperson, Treasurer, Secretary, and other trustees must meet at least 4 times a year.

The quorum for Management Committee meetings shall be 50% of the committee.

Voting at Management Committee meetings shall be by a show of hands, with the Chairperson having the deciding vote.

In order to achieve the objectives the trustees have the power to;

- Provide services and publicise its activities
- Raise funds and invite contributions.
- Employ paid or voluntary workers.
- Purchase, rent or lease property or equipment.
- Co-operate with other voluntary, charitable or statutory organisations.

MEMBERSHIP AND AFFILIATIONS

Kings Lynn Foodbank is affiliate with the Trussell Trust Charity and Churches Together in Kings Lynn.

TRUSTEES

The Charity Trustees during the year were:

Rev Kevan Douglas Crane
Mr Ben Whitmore
Mr Paul Garod

**KINGS LYNN FOODBANK
TRUSTEES REPORT
YEAR END 31 MARCH 2016**

STATEMENT OF TRUSTEES RESPONSIBILITIES

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charity and of incoming resources and application of resources, including the income and expenditure, of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements, and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Board on 10/8/16 and signed on its behalf by



Mr B Whitmore

Trustee

**KINGS LYNN FOODBANK
STATEMENT OF FINANCIAL ACTIVITIES
YEAR END 31 MARCH 2016**

	2016 £ Restricted	2016 £ Unrestricted	2016 £ Total	2015 £
INCOME				
Voluntary Income				
Donations	1,550	16,451	18,001	18,149
Grants	6,914	2,507	9,421	-
Refund -Theft	-	377	377	
TOTAL INCOMING RESOURCES	8,464	19,335	27,799	18,149
RESOURCES EXPENDED				
Charitable Activities				
Wages	214	15,306	15,520	6,363
Rent		3,000	3,000	-
Food		858	858	841
Events	824	446	1,270	-
Light & Heat		815	815	84
Insurance		582	582	749
Phone&Broadband		242	242	-
Admin Fees		44	44	78
Training Costs		75	75	-
Accountancy		525	525	-
Theft		377	377	-
Network Donation		360	360	810
Advertising		110	110	516
Subscriptions		120	120	19
Employee Expenses		385	385	124
Repairs & Maintenance	3,236	328	3,564	76
Printing, Postage & Stationery	347	544	891	1,052
General Expenses		260	260	16
TOTAL RESOURCES EXPENDED	4,621	24,377	28,998	10,728
NET INCOMING RESOURCES	3,843	(5,042)	(1,199)	7,421
TOTAL FUNDS BROUGHT FORWARD	-	16,917	16,917	9,496
TOTAL FUNDS CARRIED FORWARD	3,843	11,875	15,718	16,917

The fraud throughout the year totalling £376.90 related to Vodafone for £54.00 and First Gym for £322.90.
The trustees were aware of the fraud and obtained a full refund from the bank.

**KINGS LYNN FOODBANK
STATEMENT OF ASSETS AND LIABILITIES
YEAR END 31 MARCH 2016**

	2016 £	2015 £
CURRENT ASSETS		
Debtors	-	106
Cash at bank and in hand	15,718	16,811
TOTAL CURRENT ASSETS	<u>15,718</u>	<u>16,917</u>
NET ASSETS	<u>15,718</u>	<u>16,917</u>
FUNDS OF THE CHARITY		
Unrestricted Funds	11,875	16,917
Restricted Funds	3,843	-
	<u>15,718</u>	<u>16,917</u>

Approved by the Board of Trustees on...10/8/16...and signed on its behalf by;



..... - B Whitmore
Trustee

KINGS LYNN FOODBANK
NOTES TO THE FINANCIAL STATEMENTS
YEAR END 31 MARCH 2016

1. Principal Accounting Policies

1.1 Basis of Preparation

These financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standards for smaller Entities published on 16/07/14, the Financial Reporting Standard for Smaller Entities (FRSSE), and the Charities Act 2011 and applicable regulations. The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts.

1.2 Change in basis of accounting

There has been no change to the accounting policies since last year.

1.3 Changes to previous accounts

No changes have been made to accounts for previous years.

2. Accounting Policies

2.1 Incoming Resources

All income is recognised in full in the Statement of Financial Activities in the year in which it is received.

No income is shown net of expenditure.

2.2 Fund Accounting

General funds are unrestricted which are available for use as the discretion of the trustees in furtherance of general objectives of the charity and which have not been designated for other purposes.

2.3 Resources Expended

All expenditure is included on a payments basis and is recognised when payment has been made.

The charity is not registered for VAT and accordingly expenditure is shown gross of irrecoverable VAT.

3. Staff Costs and Numbers

	2016	2015
Salaries	14,991	5,176
Social Security	529	1,187
	<u>15,520</u>	<u>6,363</u>

There were two employees in the year.

No employee received remuneration of more than £60,000.

Trustees are not remunerated. No expenses are reimbursed to Trustees.

4. Debtors

	2016	2015
PAYE - Overpaid	<u>-</u>	<u>106</u>

KINGS LYNN FOODBANK
NOTES TO THE FINANCIAL STATEMENTS
YEAR END 31 MARCH 2016

5. Control

The charity is controlled by its board of trustees.

6. Restricted Funds

	B/fwd	Income	Expenditure	Transfers	Bal C/fwd
Dulverton Trust	-	3,764	3,583	-	181
Downham Market	-	550	-	-	550
Eat Well Spend Less	-	1,150	423	-	727
Food in School Holidays	-	2,000	615	-	1,385
Bernard Matthews FISH	-	1,000	-	-	1,000
	-	8,464	4,621	-	3,843

Dulverton Trust	- to contribute towards the set up costs for new distribution centre
Downham Market	- only for the use of Downham Market Foodbank
Eat Well Spend Less	- to implement the 'More than Food' activity
Food in School Holidays	- to provide FISH events during 2016 to help prevent child hunger
Bernard Matthews FISH	- to provide 10 events during 2016 each catering for approx 25 children
	where social workers, schools and other frontline agencies will issue invitations.

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
KINGS LYNN FOODBANK
YEAR ENDED 31 MARCH 2016**

I report on the accounts of Kings Lynn Foodbank for the year ended 31 March 2016, which are set out on pages 1 and 3.

Respective Responsibilities of Trustees and Examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to :-

examine the accounts under section 145 of the 2011 Act;

to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and

to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with the 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:
 - a) to keep accounting records in accordance with section 130 of the 2011 Act; and
 - b) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 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.

**Kezia Benefer FCCA
Hayhow and Co
Chartered Certified Accountants
and Business Advisers
19 King Street
King's Lynn
Norfolk**

Date: 15 August 2016

Signed.....