



Annual Report and Financial Statements 31st October 2015

BALANCE SHEET as at 31st October 2015

	Notes	Total funds This Year	Last Year
Current Assets			
HSBC current account	8	1,337	12,959
HSBC instant access deposit	8	18,105	20,046
HSBC 6 month deposit bond	8	10,000	10,000
Voluntary Norfolk Float	8	3,140	1,000
Total current assets		32,582	44,005

Representing

Total unrestricted funds	29,991	40,197
Total restricted funds	2,591	3,808

In 2015 the grant from Norwich Consolidated Charities of £3,808 was reclassified as unrestricted. Restricted funds at 31st Oct 2015

are:- Safer Norfolk Fund £1,000 less expended £671	329
Dulverton trust (for mileage and van hire)	1,000
FISH various donations less expended	577
Little Acorns £1,110 less expended £425	685
Total balance remaining at 31 st Oct	£2,591

There were no outstanding debtors or creditors at this date.



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Statement of Financial Activities (including Receipts and Payments Account) for the year ending 31st October 2015

		Total unrestricted and restricted funds	
	Notes	This Year	Last Year
Incoming Resources			
Church and School Donations	3	5,674	5,220
Grants	9	7,197	32,672
Corporate Donations	9	11,426	12,489
Investment income	4	59	34
Cash gifts	3	3,800	7,181
Christmas card sales	3	973	1,092
Gift Aided donations	3	8,578	10,193
Internet giving	3	5,687	5,723
Total incoming resources		43,394	74,604
Resources expended			
Charitable activities	6	54,817	55,690
Total resources expended		54,817	55,690
Net surplus (deficit) for the period		(11,423)	18,914
Fund brought forward from 2014		44,005	25,091
Fund carried forward at end of year		32,582	44,005
Represented by:			
HSBC current account	8	1,337	12,959
HSBC instant access deposit	8	18,105	30,046
HSBC 6 month deposit bond	8	10,000	
Voluntary Norfolk Float	8	3,140	1,000



Trustees' Report and Financial Statements 31 October 2015

Notes to the accounts

1 Accounting Policies

In preparing the accounts the following accounting policies have been complied with:

- a) The accounts have been prepared in accordance with the Statement of Recommended Practice (SORP), "Accounting and Reporting by Charities: Statement of Recommended Practice" published in March 2005 and applicable accounting standards and of the Companies Act 2006 relating to small companies and the Financial Reporting Standard for Smaller entities (April 2008)
- b) Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.
- c) All incoming resources are included in the statement of financial activities as they are received.
 - i) Income received by way of grants is included when received. Future grants conditional on the delivery of specific performance by the charity are noted in the trustees' report.
 - ii) Donated services, facilities and services provided by volunteers are not included in this financial statement.
 - iii) Investment income is included when received.
- d) Expenditure includes any VAT which cannot be recovered and is reported as part of the expenditure to which it relates.
 - i) There are no costs associated with generating funds.
 - ii) Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.
 - iii) Governance costs being the Return Filing Fee of £13 have been dispersed in 2015, There are no other governance costs.
 - iv) All costs are allocated between the expenditure categories of the statement of financial activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are apportioned on an appropriate basis as set out in the notes.



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2 Taxation

The charity is exempt from taxation on its income and gains where they are applied for charitable purposes. Irrecoverable VAT is included in the cost of goods and services on which it was charged.

3 Voluntary Income	Year to 31st October 2015 £	Previous Year £
Cash donations	3,800	7,181
Donations from Churches	4,409	5,013
Personal donations	8,578	10,193
School donations	1,264	207
Christmas card sales	973	1,092
Local Giving & BTwebsite	5,687	5,723
Total	<u>24,711</u>	<u>29,409</u>

In 2013 a Gift Aid rebate of £1,722 was received for the year ended 30th June 2013. The application for Gift Aid rebate for two years from July 2013 to June 2015 will be made in 2016.

4 Interest income

HSBC bank	59	34
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5 Food Donations

Donations of food given without charge to the charity have been measured by weight and have an estimated monetary value of £186,062(2014 £166,146) being 110,096 kilos (2014 98,311 kilos) at a value of £1.69 per kilo.

Food distributed to beneficiaries had an estimated monetary value of £188,298 (2014 £158,021) being 111,418 kilos (2014 93,503 kilos) at £1.69 per kilo.

Closing stocks of 29,330 kilos (2014 30,652 kilos) have an estimated value of £49,565 (2014 £51,801).



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6 Charitable expenditure

	Support Costs	Other direct costs	Total funds	Previous Year
	£	£	£	£
Resources expended				
Insurance	834		834	837
Warehouse supplies		2,181	2,181	1,194
Big Yellow Storage		247	247	670
Office supplies	1,012		1,012	2,111
Office rent	8,630		8,630	8,794
Audit costs two years	425		425	
Christmas card printing 2 years	1,014		1,014	
Gifts and donations	94		94	
Bishops Garden deposit	50		50	
Car mileage and travel	1,910		1,910	1,414
Stationery/Printing/Copying	2,157		2,157	1,568
Advertising (inc Celebrate)	922		922	634
Volunteers supper	600		600	765
Computers and printers		512	512	719
Internet service / website				896
Mobile 'phone	47		47	15
Trussell Trust subscription	360		360	360
Sub to Voluntary Norfolk	133		133	107
Fish Club expenses		1,528	1,528	1,192
Wages paid	32,099		32,099	25,627
Donations to other foodbanks				3,605
Fund raising expenses				5,000
Other misc	62		62	182
Total	<u>50,349</u>	<u>4,468</u>	<u>54,817</u>	<u>55,690</u>

7 Trustee and employee information

- a) No trustees received any remuneration or benefits.
- b) There were two part time and one full time paid employees during this period.
- c) There were 170 unpaid volunteers during this period.

8 Balance Sheet

The assets of Foodbank are the HSBC bank accounts, a stock of food and a refundable float of £3,140 with Voluntary Norfolk to finance the monthly salary bill. There were no debtors or creditors at 31st October 2015. All purchases of equipment and supplies have been immediately expensed and have no residual value. Stocks of food are considered to have no realisable value.

9 GRANTS AND CORPORATE DONATIONS

The following were received.	This Year	Last Year
Henderson Trust	4,375	7,000
Norfolk Consolidated Charities	562	14,857
Roys of Wroxham		2,500
East of England COOP	389	1,000
Norfolk Chicken Association		3,000
Norfolk Community Fund	2,260	3,750
Norwich City Council		4,000
Trussell Trust top up	6,050	2,950
Almary Green	500	800
Broadland Council		500
Pointer Charitable Foundation		500
BW1		1,000
Waitrose	437	
INTU	970	
Strategy & Policy Consultants	1,000	
Norwich Rotary	800	
Other Corporate donations	1,280	3,304
Total	18,623	45,161

The trustees acknowledge their responsibility for preparing accounts which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of the Charity Commissioners and the Registrar of Companies. The accounts were approved by the trustees on and signed on their behalf by:

Mark Fairweather-Tall, Chair of Trustees

Trustee

Norwich Food Bank. A Company Limited by Guarantee



Norwich Foodbank		Charity No (if any)	1143528	CC17a
Annual accounts for the period				
Period start date	1st Nov 2014	To	Period end date 31-Oct-15	

Section A Statement of financial activities

Recommended categories by activity	Details of own analysis	Note	Restricted			Total this year	Total last year
			Unrestricted funds	income funds	Endowment funds		
			£	£	£	£	£
			F01	F02	F03	F04	F05
Incoming resources (Note 3)							
Incoming resources from generated funds			-	-	-	-	-
Voluntary income		S01	39,648	3,687	-	43,335	74,570
Activities for generating funds		S02	-	-	-	-	-
Investment income		S03	59	-	-	59	34
Incoming resources from charitable activities		S04	-	-	-	-	-
Other incoming resources		S05	-	-	-	-	-
Total incoming resources		S06	39,707	3,687	-	43,394	74,604
Resources expended (Notes 4-8)							
Costs of Generating Funds			-	-	-	-	-
Costs of generating voluntary income		S07	-	-	-	-	-
Fundraising trading costs		S08	-	-	-	-	-
Investment management costs		S09	-	-	-	-	-
Charitable activities		S10	55,861	1,096	-	56,957	55,690
Governance costs		S11	-	-	-	-	-
Other resources expended		S12	-	-	-	-	-
Total resources expended		S13	55,861	1,096	-	56,957	55,690
Net incoming/(outgoing) resources before transfers		S14	- 16,154	2,591	-	- 13,563	18,914
Gross transfers between funds		S15	3,808	- 3,808	-	-	-
Net incoming/(outgoing) resources before other recognised gains/(losses)		S16	- 12,346	- 1,217	-	- 13,563	18,914
Other recognised gains/(losses)							
Gains and losses on revaluation of fixed assets for the charity's own use		S17	-	-	-	-	-
Gains and losses on investment assets		S18	-	-	-	-	-
Net movement in funds		S19	- 12,346	- 1,217	-	- 13,563	18,914
Total funds brought forward		S20	39,197	3,808	-	43,005	24,091
Total funds carried forward		S21	26,851	2,591	-	29,442	43,005



Independent examiner's report on the accounts

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Norwich Foodbank

**On accounts for the year
ended**

31st October 2015

**Charity no
(if any)**

1143528

Set out on pages

1 and 2

(remember to include the page numbers of additional sheets)

**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 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,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities 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 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 the 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 (other than that disclosed below *)

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 Act have 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.

* Please delete the words in the brackets if they do not apply.

Signed:

John Easton

Date:

23 August 2016

Name:

Mr John Easton

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

ICPA DMS

Address:	5 Park Avenue
	Barford. Norfolk
	NR9 4BA

Section B**Disclosure**

Only complete if the examiner needs to highlight material problems.

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