



Annual Report and Financial Statements 31st October 2016

BALANCE SHEET as at 31st October 2016

	Notes	Total funds This Year	Last Year
Current Assets			
HSBC current account	8	1,010	1,337
HSBC instant access deposit	8	20,672	18,105
HSBC 6 month deposit bond	8	10,000	10,000
Voluntary Norfolk Float	8	3,140	3,140
Total current assets		34,822	32,582
Representing			
Total unrestricted funds		34,300	29,991
Total restricted funds		522	2,591
Restricted funds at 31 st Oct 2016 were			
Safer Norfolk Fund			329
Dulverton trust (for mileage and van hire)			1,000
FISH various donations less expended		522	577
Little Acorns			685
Total balance remaining at 31 st Oct		£522	£2,591
There were no outstanding debtors or creditors at this date.			



Annual Report and Financial Statements 31st October 2016

Statement of Financial Activities (including Receipts and Payments Account) for the year ending 31st October 2016

		Total unrestricted and restricted funds	
	Notes	This Year	Last Year
Incoming Resources			
Church and School Donations	3	2,878	5,674
Grants	9	14,320	7,197
Corporate Donations	9	7,493	11,426
Investment income	4	68	59
Cash gifts	3	4,171	3,800
Christmas card sales	3	829	973
Gift Aided donations	3	9,764	8,578
Internet giving	3	3,584	5,687
Tesco TopUp from Trussell	3	6,686	
Bishops Garden income	3	2,298	
Theatre Royal collection	3	1,211	
Gift Aid rebate	3	3,035	
Other	3	175	
Total incoming resources		56,512	43,394
Resources expended			
Charitable activities	6	54,272	54,817
Net surplus (deficit) for the period		2,240	(11,423)
Fund brought forward from 2015		32,582	44,005
Fund carried forward at end of year		34,822	32,582
Represented by:			
HSBC current account	8	1,009	1,337
HSBC instant access deposit	8	20,673	18,105
HSBC 6 month deposit bond	8	10,000	10,000
Voluntary Norfolk Float	8	3,140	3,140



Trustees' Report and Financial Statements 31 October 2016

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) 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.



Trustees' Report and Financial Statements 31 October 2016

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 2016	Previous Year
	£	£
Cash donations	4,171	3,800
Donations from Churches	2,325	4,409
Personal donations	9,764	8,578
School donations	554	1,264
Christmas card sales	829	973
Local Giving & BTwebsite	3,584	5,687
Bishops garden	2,298	
Theatre Royal collection	1,211	
Total	<u>24,736</u>	<u>24,711</u>

In 2016 a Gift Aid rebate of £3,035 was received for the year ended 30th June 2015.

4 Interest income

HSBC bank deposit account	68	59
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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 £182,276 (2015 £186,062) being 101,902 kilos (2015 110,096 kilos) at a value of £1.69 per kilo.

Food distributed to beneficiaries had an estimated monetary value of £183,294 (2015 £188,298) being 108,458 kilos (2015 111,418 kilos) at £1.69 per kilo.

Closing stocks of 22,774 kilos (2015 29,330 kilos) have an estimated value of £38,488 (2015 £49,565).



Trustees' Report and Financial Statements 31 October 2016

6 Charitable expenditure

	Support Costs	Other direct costs	Total funds	Previous Year
	£	£	£	£
Resources expended				
Insurance	887		887	834
Warehouse supplies		1,472	1,472	2,181
Big Yellow Storage		457	457	247
Bishops garden expense	646		646	50
Office supplies and utilities	955		955	1,012
Office rent	8,805		8,805	8,630
Audit costs	225		225	425
Christmas card printing	510		510	1,014
Gifts and donations	42		42	94
Car mileage and travel	2,935		2,935	1,910
Stationery/Printing/Copying	1,749		1,749	2,157
Advertising (inc Celebrate)	558		558	922
Volunteers supper	774		774	600
Computers and printers		110	110	512
Mobile 'phone	56		56	47
Trussell Trust subscription	360		360	360
Sub to Voluntary Norfolk etc	229		229	133
Fish Club expenses		2,160	2,160	1,528
Little Acorns and funding		290	290	
Wages paid(inc pension)	30,554		30,554	32,099
Other misc	498		498	62
Total	<u>49,783</u>	<u>4,489</u>	<u>54,272</u>	<u>54,817</u>

7 Trustee and employee information

- a) No trustees received any remuneration or benefits.
- b) There were one 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 2016. The cheque for the audit fee for 2015 was outstanding. 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	11,396	4,375
Norfolk Consolidated Charities	555	562
East of England COOP		389
Norfolk Community Fund	1,000	2,260
Trussell Trust Tesco top up	6,834	6,050
Almary Green		500
Tindal Radio Trust	500	
Pelcomp Software Ltd	750	
AVIVA	5,000	
Smithfield Foods	568	
One Stop (for FISH)	869	
Waitrose		437
INTU		970
Strategy & Policy Consultants		1,000
Norwich Rotary	500	800
Other Corporate donations	528	1,280
Total	28,500	18,623

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 Foodbank		Charity No (if any)	1143528		CC17a
Annual accounts for the period					
Period start date	1st Nov 2015	To	Period end date	31-Oct-16	

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	56,444	-	-	56,444	43,335
Activities for generating funds		S02	-	-	-	-	-
Investment income		S03	68	-	-	68	59
Incoming resources from charitable activities		S04	-	-	-	-	-
Other incoming resources		S05	-	-	-	-	-
Total incoming resources		S06	56,512	-	-	56,512	43,394
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	52,203	2,069	-	54,272	56,957
Governance costs		S11	-	-	-	-	-
Other resources expended		S12	-	-	-	-	-
Total resources expended		S13	52,203	2,069	-	54,272	56,957
Net incoming/(outgoing) resources before transfers		S14	4,309	- 2,069	-	2,240	- 13,563
Gross transfers between funds		S15			-	-	-
Net incoming/(outgoing) resources before other recognised gains/(losses)		S16	4,309	- 2,069	-	2,240	- 13,563
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	4,309	- 2,069	-	2,240	- 13,563
Total funds brought forward		S20	26,851	2,591	-	29,442	43,005
Total funds carried forward		S21	31,160	522	-	31,682	29,442



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 2016

**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:

18 July 2017

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.