

**REPORT AND FINANCIAL STATEMENTS**

**PERIOD ENDED: 30 SEPTEMBER 2017**

**CONTENTS:**

**Page**

<i>1</i>	<i>Legal and Administrative information</i>
<i>2-3</i>	<i>Trustees' Annual Report</i>
<i>4</i>	<i>Independent Examiner's Report</i>
<i>5</i>	<i>Receipts and Payments Account</i>
<i>6</i>	<i>Statement of Assets and Liabilities</i>

**LEGAL AND ADMINISTRATIVE INFORMATION**

**STATUS**

The organisation was formed and granted charitable status on 11<sup>th</sup> October 2012 (charity number 1149296).

The charity is governed by its constitution which was adopted on 30<sup>th</sup> July 2011.

**TRUSTEES**

The board members serving during the year and since the year end were as follows:

A M Pitt  
K Mason  
J Fant

**PRINCIPAL ADDRESS**

5 Monmouth Drive  
Merthyr Tydfil  
CF48 1JA

**INDEPENDENT EXAMINER**

R I Knoyle ACA FCCA

**BANKERS**

HSBC  
127-128 High Street  
Merthyr Tydfil  
CF47 8DN

## **TRUSTEES' ANNUAL REPORT**

The trustees present their annual report together with the financial statements of the charity for the year ended 30 September 2017. Legal and administrative information set out on page 1 forms part of this report.

### **AIMS AND OBJECTIVES OF THE CHARITY**

#### **Purposes and aims**

The Charity's objects are specifically to relieve those in need by reason of youth, age, ill health, disability and financial hardship in the Merthyr and Cynon Valley area, although this area may be extended to the adjoining communities if necessary.

To achieve this we collaborate with Local Authorities, other statutory services, voluntary organisations and faith based organisations.

In furtherance of the above, to supply boxes to beneficiaries, either directly or through agency partners approved by the Trustees, such boxes to contain tinned and non-perishable foods to ensure a healthy, balanced and nutritious diet for up to three days.

The Charity is also willing to undertake any other activities consistent with the primary purpose of the charity including, but not limited to, the provision of counselling and advisory services.

#### **Ensuring our work delivers its aims**

We are continually reviewing our aims, objectives and activities to ensure that we provide the maximum benefits possible to all of our clients. We are always prepared to consider the provision of new services if we feel that they will improve the welfare of our clients.

In setting our aims and objectives, we have referred to the guidance contained in the Charity Commission's general guidance on public benefit. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

### **HOW OUR ACTIVITIES DELIVER PUBLIC BENEFIT**

The Trustees are aware that the Charity has a responsibility under the Charities Act to demonstrate that it has charitable aims that meet the public benefit requirement and are therefore charitable. The Trustees confirm that they have had regard to the Charity Commission's guidance on public benefit and comply with S17 Charities Act 2011 when considering, planning and implementing the activities of the charity. As Trustees, we believe that the aims of our organisation are charitable and for the public benefit.

### **ACHIEVEMENTS AND PERFORMANCE**

During the year to 30<sup>th</sup> September 2017, the charity was again awarded a £5,000 grant from the Henry Smith Trust. This, together with receiving significant donations from local churches and the community has enabled the charity to undertake its charitable objectives. The trustees would like to take this opportunity of thanking all individuals and organisations for their continued support and contributions to the charity.

Since the commencement of the charity, the charity now has a full time Foodbank Co-ordinator, part time Warehouse Assistant and a well established administration team so it is the aim of the charity to use this foundation to expand and continue the charity activities and alleviate social deprivation. To date we have collected in excess of 178 tonnes of food and distributed in excess of 171 tonnes to a total of 21,694 beneficiaries as at 30<sup>th</sup> September 2017. The donated food supplies given to the charity are essential to the running of the core activity of the charity and the Trustees would like to express their thanks to each individual and organisation whom have made food contributions. The Trustees cannot put a value on the total donated food supplies and as such have not included any amounts in these financial statements.

## FINANCIAL REVIEW

The charity has been successful in maintaining reasonable Funding levels over the last 12 months. The charity received total funding of £34,953 in 2017 compared with £32,605 in the year to 30<sup>th</sup> September 2016. It is the aim of the charity to continually source additional funding and will aim to increase funding levels over the next 12 months. A small cash deficit was made in the year amounting to £380 (2016: Deficit £2,876). It is the aim of the charity through careful business management and budgeting by the trustees, and the ongoing generosity of the public, to continue to be able to build up reserves of the organisation. Over the 2017 Christmas period, the Foodbank was very lucky by way of grants and donations that they received. The Foodbank currently has £79,000 in the bank which is enough to see the organisation through approx. 3 years.

### Principal Funding Sources

Aside from the income generated by local churches and donations, during the year to September 2017, the main funding source was the Henry Smith Trust administered by the Community Foundation in Wales. Details of Funding sources can be found on the Receipts and Payment Account with the Financial Statements.

### Reserves Policy

Upon reviewing the reserves policy, the trustees decided to maintain a small financial reserve, approximately equivalent to the normal, predictable outgoings in one month. However, this was decided with a caveat that if a pressing financial need arises within the charity, and the charity has the ability to meet this out of the reserve, then this should be done, in accordance with the aims and objectives of the charity.

## STRUCTURE, GOVERNANCE AND MANAGEMENT

### Risk review

The trustees have conducted a review of the major risks to which the charity is exposed. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. Internal control risks are minimised by procedures of authorisation of transactions and projects. Procedures are in place to ensure compliance with health and safety of staff, volunteers and clients.

At present, the trustees have identified that the biggest risk that the organisation faces is due to the loss of income from various funders and from donations from members of the public.

Steps have already taken place to streamline the expenditure of the charity, with no adverse effects on the needs of our users. It is essential to the continuing financial health of the organisation that any 'lost' funds are able to be replaced by income from other sources. The Trustees are continually investigating other means of raising income.

### Organisation

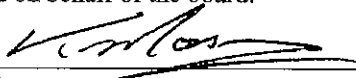
The method of appointment of trustees is set out in the constitution dated 30<sup>th</sup> July 2011. There are currently three trustees involved in the organisation. A.M. Pitt, J. Fant and K. Mason.

## PLANS FOR FUTURE PERIODS

We are continually investigating potential new sources of income. We are also continually trying to identify any new services, consistent with the primary purpose of the charity that may be of benefit to the public in the County Borough of Merthyr Tydfil and Cynon Valley areas.

This report has been prepared in accordance with the Statement of Recommended Practice - Accounting and Reporting by Charities (issued in January 2015).

Signed on behalf of the board:

  
K. Mason - Trustee

Dated: 25/01/2018

***Independent examiner's report to the Trustees of Merthyr Cynon Foodbank***

I report on the accounts of the Charity for the year ended 30<sup>th</sup> September 2017, which are set out on pages 5 and 6.

***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 report***

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 the seeking of 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 2011 Act; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 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.

Richard I. Knoyle ACA FCCA  
Btp Associates Ltd.  
RG19 Orbit Business Centre  
Rhydycar Business Park  
Merthyr Tydfil, CF48 1DL.

Date... 25/01/2018 .....

# Receipts and Payments Account


for the year ended 30th September 2017

	Unrestricted Funds £	Restricted Funds £	Totals 2017 £	Totals 2016 £
<b>Receipts</b>				
Henry Smith Trust	-	5,000	5,000	10,000
Santander	1,500	-	1,500	-
Oakdale Trust	1,500	-	1,500	-
Rental Income	6,438	-	6,438	3,150
Donations from Local Churches	1,390	-	1,390	1,486
Monthly Church Donations	2,620	-	2,620	2,820
Private Donations	7,542	-	7,542	14,928
Steve Evans (Rhumney Brewery)	2,000	-	2,000	-
Michael Sheen (Actor)	1,000	-	1,000	-
Trussel Tesco Top-up	5,710	-	5,710	-
Recycling Income	253	-	253	221
<b>Total Receipts</b>	<b>29,953</b>	<b>5,000</b>	<b>34,953</b>	<b>32,605</b>
<b>Payments</b>				
Wages	23,143	5,000	28,143	28,703
Pension	99	-	99	-
Governance cost	462	-	462	456
Warehouse expenses	2,526	-	2,526	2,522
Other payments	4,103	-	4,103	3,800
<b>Total Payments</b>	<b>30,333</b>	<b>5,000</b>	<b>35,333</b>	<b>35,481</b>
<b>Net of Receipts</b>	<b>(380)</b>	<b>-</b>	<b>(380)</b>	<b>(2,876)</b>
<b>Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Cash funds brought forward</b>	<b>12,423</b>	<b>-</b>	<b>12,423</b>	<b>15,299</b>
<b>Cash funds this period end</b>	<b>12,043</b>	<b>-</b>	<b>12,043</b>	<b>12,423</b>

# Statement of Assets and Liabilities

for the year ended 30th September 2017

	Unrestricted Funds £	Restricted Funds £	Totals 2017 £	Totals 2016 £
<b>Cash Funds</b>				
Cash at bank	11,743	-	11,743	12,123
Cash in hand	300	-	300	300
<b>Total Cash Funds</b>	<b>12,043</b>	<b>-</b>	<b>12,043</b>	<b>12,123</b>
<b>Other monetary assets</b>				
Other debtors	500	-	500	2,050
Prepayments	355	-	355	1,048
<b>Total monetary assets</b>	<b>855</b>	<b>-</b>	<b>855</b>	<b>3,098</b>
<b>Liabilities</b>				
Accruals	456	-	456	456
<b>Assets retained for the charity's own use</b>				
	Unrestricted Funds		Unrestricted Funds	
	2017		2016	
	£		£	
	Cost	Current Value	Cost	Current Value
Motor vehicle	10,000	3,402	10,000	4,536
Property	469	350,000	469	90,000
	<b>10,469</b>	<b>353,402</b>	<b>10,469</b>	<b>94,536</b>

  
K. Mason - Trustee

25/01/2018  
Dated: