

KINGS LYNN FOODBANK

**REPORT AND ACCOUNTS
FOR THE YEAR ENDED
31 MARCH 2018**

Charity Registration: 1151936

**KINGS LYNN FOODBANK
TRUSTEES REPORT
YEAR END 31 MARCH 2018**

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 Adam Whittle

**KINGS LYNN FOODBANK
TRUSTEES REPORT
YEAR END 31 MARCH 2018**

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.....25/8/18..... and signed on its behalf by



Mr B Whitmore

Trustee

KINGS LYNN FOODBANK
STATEMENT OF FINANCIAL ACTIVITIES
YEAR END 31 MARCH 2018

	2018 £ Restricted	2018 £ Unrestricted	2018 £ Total	2017 £
INCOMING RESOURCES				
Donations & Legacies				
Donations	680	25,950	26,630	13,652
Van donation	2,000	-	2,000	-
Charitable Activities				
Grants	10,500	1,000	11,500	13,000
TOTAL INCOMING RESOURCES	13,180	26,950	40,130	26,652
RESOURCES EXPENDED				
Charitable Activities				
Wages	8,064	6,623	14,687	14,441
Rent	-	2,400	2,400	800
Food	-	78	78	190
Events	2,423	18	2,442	2,795
Light & Heat	323	237	559	271
Insurance	-	757	757	727
Phone&Broadband	-	402	402	394
Admin Fees	-	-	-	44
Accountancy	-	623	623	638
Network Donation	-	360	360	360
Advertising	-	-	-	100
Subscriptions	-	293	293	162
Employee Expenses	-	65	65	106
Repairs & Maintenance	-	354	354	298
Printing, Postage & Stationery	-	588	588	687
General Expenses	3	183	186	281
Rates and Water	-	210	210	234
Van hire and fuel	24	810	834	-
Depreciation	974	-	974	-
	11,810	14,001	25,811	22,528
TOTAL RESOURCES EXPENDED	11,810	14,001	25,811	22,528
NET INCOMING RESOURCES	1,370	12,949	14,319	4,124
TOTAL FUNDS BROUGHT FORWARD	6,919	12,923	19,842	15,718
TOTAL FUNDS CARRIED FORWARD	8,289	25,872	34,161	19,842

**KINGS LYNN FOODBANK
STATEMENT OF ASSETS AND LIABILITIES
YEAR END 31 MARCH 2018**

	2018 £	2017 £
CURRENT ASSETS		
Fixed Assets	1,947	-
Cash at bank and in hand	32,214	19,842
TOTAL CURRENT ASSETS	<u>34,161</u>	<u>19,842</u>
TOTAL CURRENT LIABILITIES	<u>-</u>	<u>-</u>
NET ASSETS	<u><u>34,161</u></u>	<u><u>19,842</u></u>
FUNDS OF THE CHARITY		
Unrestricted Funds	25,872	12,923
Restricted Funds	8,289	6,919
	<u><u>34,161</u></u>	<u><u>19,842</u></u>

Approved by the Board of Trustees on 25/8/18 and signed on its behalf by;



..... - B Whitmore
Trustee

**KINGS LYNN FOODBANK
NOTES TO THE FINANCIAL STATEMENTS
YEAR END 31 MARCH 2018**

1. Principal Accounting Policies

1.1 Basis of Preparation

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with:

- the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014.
- and with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102)
- and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

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.

Restricted funds are funds which are used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes of the financial statements.

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.

KINGS LYNN FOODBANK
NOTES TO THE FINANCIAL STATEMENTS
YEAR END 31 MARCH 2018

3. Staff Costs and Numbers

	2018	2017
Salaries	13,428	13,615
Social Security	1,103	826
Pension	155	
	<u>14,686</u>	<u>14,441</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. Control

The charity is controlled by its board of trustees.

5. Fixed Assets

	Motor Vehicle £	Computer Equipment £	Total £
COST			
At 1 April 2017	-	-	-
Additions	2,000	921	2,921
Disposals	-	-	-
At 31 March 2018	<u>2,000</u>	<u>921</u>	<u>2,921</u>
DEPRECIATION			
At 1 April 2017	-	-	-
Charge for year	667	307	974
At 31 March 2018	<u>667</u>	<u>307</u>	<u>974</u>
NET BOOK VALUE			
At 31 March 2018	<u>1,333</u>	<u>614</u>	<u>1,947</u>
At 31 March 2017	<u>-</u>	<u>-</u>	<u>-</u>

KINGS LYNN FOODBANK
NOTES TO THE FINANCIAL STATEMENTS
YEAR END 31 MARCH 2018

6. Restricted Funds

	B/fwd	Income	Expenditure	Transfers	Bal C/fwd
Dulverton Trust	-	-	-	-	-
Downham Market	1,200	580	-	-	1,780
Eat Well Spend Less	115	-	-	-	115
Food in School Holidays	123	-	-	-	123
Bernard Matthews FISH	60	-	-	-	60
Shelroy Charitable Trust	11	-	-	-	11
Love Norfolk	-	-	-	-	-
Silke Purse Fund	2,179	-	1,406	-	773
Dulverton Trust	2,731	-	2,731	-	0
Goodman Trust	500	-	414	-	86
Flux Family Fund	-	5,000	3,755	-	1,245
BCKLWN Small Grants	-	1,500	164	-	1,336
Mars Community Fund	-	3,000	2,045	(921)	34
Mr Nigel Day	-	100	-	-	100
Paul Bassham Trust	-	1,000	323	-	677
Fixed Asset Restricted Fund		2,000	974	921	1,947
	6,919	13,180	11,810	-	8,289

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 Foof' 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.
Shelroy Charitable Trust	- to contribute towards the running costs of the foodbank
Love Norfolk	- to contribute towards the staffing costs of the foodbank
Silke Purse Fund	- to provide FISH (Food (and Fun) in School Holidays) events during 2017.
Dulverton Trust	- to contribute towards the staffing costs of the foodbank
Goodman Trust	- to contribute towards the staffing costs of the foodbank
Flux Family Fund	- to contribute towards the staffing costs of the foodbank
BCKLWN Small Grants	- to run a FISH holiday club once a week during each school holiday in locations across Kings Lynn
Mars Community Fund	- to run a FISH holiday club once a week during each school holiday in locations across Kings Lynn
Mr Nigel Day	- to go towards FISH events
Paul Bassham Trust	- to contribute towards the running costs of the foodbank

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
KINGS LYNN FOODBANK
YEAR ENDED 31 MARCH 2018**

I report on the accounts of Kings Lynn Foodbank for the year ended 31 March 2018, which are set out on pages 1 and 3.

This report is made solely to the charity's trustees, as a body, in accordance with section 154 of the Charities Act. My independent examiner's work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity, the charity's members as a body and the charity's trustees as a body for my independent examiner's work, for this report, or for the opinions I have formed.

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 Companies 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 Charities Act; and
 - b) 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.

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

Date: 22 August 2018

Signed.....