



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year

Section A Reference and administration details

Charity name	Blackburn Foodbank
Other names charity is known by	N/A
Registered charity number (if any)	1151310
Blackburn	The OAKS
	Oakenhurst Road
	Blackburn
Postcode	BB2 1SN

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Mr Philip Riley			
2	Miss Haesel Abbot	Chair		
3	Mr Stephen Adnitt			
4	Mr Neville Wilkinson	Treasurer		
5	Mr Mark Blackshaw			
6	Mrs Jackie Floyd			
7	Mrs Jean Wilson	Secretary		
8	Mrs Lesley Shore			
9	Mrs Tracy Davis			
10	Mr Keith Houghton			
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Elected by membership

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

TO RELIEVE PERSONS IN BLACKBURN WITH DARWEN WHO ARE IN A CONDITION OF NEED, HARDSHIP OR DISTRESS('BENEFICIARIES') IN SUCH WAYS AS THE TRUSTEES FROM TIME TO TIME THINK FIT, IN PARTICULAR BUT NOT EXCLUSIVELY BY:

A) SUPPLYING BOXES TO BENEFICIARIES WHICH CONTAIN TINNED AND DRIED GOODS TO ENSURE A HEALTHY, BALANCED AND NUTRITIOUS DIET SUFFICIENT FOR UP TO 3 DAYS.

B) SUCH OTHER MEANS, INCLUDING (BUT NOT LIMITED TO) THE PROVISION OF SUPPORT AND ADVISORY SERVICES.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

To support and plan the activities for the year the trustees have reviewed the guidance issued by the Charities Commission on public benefit at their regular Trustee meetings.

The charity has continued to supply parcels of tinned, dried and fresh food to ensure a balanced and nutritious diet sufficient for 3-days upon presentation of an appropriate voucher.

The charity has also tried to assist through other means including support and advisory services.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

The Trustees continue to be pleased with the progress being made.

We have constituted a fund-raising team who have had a good deal of success in raising funds. These have enabled the continued operation of Blackburn Foodbank, the continued employment of 4 part-time staff, and a projects relating to our core activities.

We currently have around 96 volunteers, and we are seeking funding to employ a volunteer co-ordinator to develop and retain volunteers.

The continuing roll-out of Universal Credit is having a significant impact. We have seen a 10% increase in users of Foodbank.

For the year 2017 – 2018 Blackburn Foodbank provided assistance to the people of Blackburn with Darwen in the following areas:

- 9,159 individual 3-day food parcels (2016-17 8233)
- Total food supplied 88,810Kg
- Money Advice and debt relief, £190,000 of debt managed
- Computing facilities and assistance CV, job searches etc
- Eat well for less cooking classes
- Make and mend drop-in workshops
- Sign posting to other organisations who may help

Brief statement of the charity's policy on reserves

The charity has built up its reserves is currently holding reserves including restricted funds relating to grants received for employment and projects.

Details of any funds materially in deficit

N/A

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The Charity's main source of funds is from:

- Private donations;
- Local authority grant; and
- Grants from other charitable trusts.

All expenditure supports our charitable objectives,

We have no investments.

Section F**Other optional information****Section G****Declaration**

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	See scan on page 7	
Full name(s)		
Position (eg Secretary, Chair, etc)		
Date		

Section E

Financial review

Brief statement of the charity's policy on reserves

The charity has built up its reserves is currently holding reserves including restricted funds relating to grants received for employment and projects.

Details of any funds materially in deficit

N/A

Further financial review details (Optional information)

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- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

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Section F

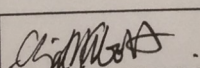
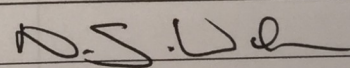
Other optional information

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	ELIZABETH ABBOTT	NEVILLE WILKINSON
Position (eg Secretary, Chair, etc)	CHAIR	TREASURER
Date	5/11/2018	

BLACKBURN FOOD BANK

INCOME AND EXPENDITURE ACCOUNT FOR YEAR ENDING 30TH APRIL 2018

<u>2017</u>	<u>INCOME</u>	
£41708.26	Donations/My Giving/Collections/Fundraising	£37,633.57
£25000.00	Grants	£74,780.87
£2000.00	Trussel Trust	£0.00
<u>£68708.26</u>	<u>TOTAL INCOME</u>	<u>£112,414.44</u>

<u>EXPENDITURE</u>		
£1355.00	Trussel Trust	£930.00
£1254.35	Fixtures & Fittings & Equipment Bought	£1,577.05
£188.00	Training Costs	£50.00
£12000.00	Rent	£12,000.00
£2450.82	Insurance	£2,167.12
£5506.04	Heating, Lighting & Water	£4,180.02
£1225.43	Telephone, Broadband & Mobiles	£1,324.81
£615.14	Printing & Stationary	£841.26
£344.90	Postage Costs	£334.13
£26700.00	Allowances/Wages	£32,442.96
£3054.92	Van Hire & Fuel	£5,766.31
£802.15	Taxis and Travel Reimbursements	£609.31
£2821.55	Repairs & Maintenance	£94.42
£4179.05	Stock Purchases	£3,085.82
£2279.55	Sundries & Consumables	£2,010.52
£2003.33	Kitchen	£2,692.85
£1192.38	Fees	£759.00
£0.00	Office Equipment/Furniture	£92.40
£0.00	Donations	£0.00
£0.00	Other	£0.00
<u>£67972.61</u>	<u>TOTAL EXPENDITURE</u>	<u>£70,957.98</u>

<u>£735.65</u>	<u>SURPLUS/DEFICIT FOR YEAR</u>	<u>£41,456.46</u>
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<u>REPRESENTED BY</u>		
£11225.63	Reserve, Bank & Petty Cash balances as at 1st May 2017	£11,961.28
£11961.28	Reserve, Bank & Petty Cash balances as at 30th April 2018	£53,417.74

<u>£735.65</u>	<u>INCREASE/DECREASE IN AVAILABLE FUNDS</u>	<u>£41,456.46</u>
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<u>BREAKDOWN OF FUNDS</u>	<u>CASH & BANK</u>	
£6961.28	<u>RESERVE A/C</u>	£52,417.74
£5000.00	<u>TOTAL</u>	£1,000.00
<u>£11961.28</u>		<u>£53,417.74</u>

I certify that this Income and Expenditure Account is in accordance with the books and records kept by the Blackburn Food Bank and the Invoices/Receipts examined by me.

N. Cort

Nick Cort

25th June 2018

Checked & found to be correct - 28/6/18.
ABUSERS ACCOUNTANTS