

DONCASTER FOODBANK (TRUSSELL TRUST) LTD

(A Company Limited by Guarantee)

TRUSTEE ANNUAL REPORT

ENDED 31st OCTOBER 2018

Company registration number 10443311
Charities registration number 1171639

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Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	1 st	November	2017		31st	October	2018

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Christ Church , Thorne Road	
Doncaster	
Postcode	DN1 2HG

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	Arthur Royston Harris		1/11/17 - 6/9/18	
2	Martin Wileman	Company Secretary		
3	John Leask	Chair		
4	Reverend Ian Andrew Wright			
5	Martin Donnelly		From 6/9/18	
6	William Mark Snelson		From 6/9/18	
7				
8				
9				
10				
11				
12				
13				
14				

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 advisors (Optional information)

Type of advisor	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)

Memorandum and articles of association . Updated 11th February 2017

How the charity is constituted

(eg. trust, association, company)

Company limited by Guarantee No 10443311

Trustee selection methods

(eg. appointed by, elected by)

By invitation

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

The relief of financial hardship to the people of Doncaster and surrounding area

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)

Doncaster foodbank provides three days of nutritionally balanced food plus other essential household supplies .

Vouchers are issued by front line professionals and these can be exchanged for emergency parcels at one of the three locations operated by us.

The trustees have regard to the guidance issued by the Charities Commission on public benefit. We provide relief to members of the general public who are in need.

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.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

The charity continues to operate from it's three locations in the center of Doncaster, Rossington and Bentley. However in the 12 months, the number of food parcels given out has increased by over 12%, compared to the same period this time last year in 2017. This compares to a 6% increase to the end of October 2017 compared to twelve months earlier. This has had a significant impact on our need for better warehouse facilities and as a result of this, the Trustees have been in negotiations with a private sector company to lease accessible storage space to relocate the foodbank warehouse.

The scale of the increase in demand of foodbank use in Doncaster is in line with the national picture as evidenced by the data produced by the Trussell Trust for their UK foodbank network (<https://www.trusselltrust.org/news-and-blog/latest-stats/mid-year-stats/>).

Section E	Financial Review
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Brief statement of the charity's policy on reserves	The Trustees considered the need for a reserves policy and agreed to set aside a maximum of £12,000 for the purchase a new van, and £16,500 match funding towards the salary and on-costs of employing a Project Manager in 2019.
Details of any funds materially in deficit	None

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.

Section F	Other optional information
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Section G	Declaration
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The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	John Leask	Martin Wileman
Position (eg Secretary, Chair, etc)	Chair	Secretary
Date	30th August 2019	




Receipts and payments accounts

For the period from	Period start date 01.11.2017	To	Period end date 31.10.2018
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations	14,463	500		14,963	5,550
On Line Donations	2,708			2,708	
Trussell Trust	1,260			1,260	2,570
Transfer ex Doncaster Foodbank	24,280			24,280	3,000
Acts 43.5		430		430	
Sub total (Gross income for AR)	42,711	930	-	43,641	11,120
A2 Asset and investment sales, (see table).					
				-	
				-	
				-	-
Sub total	-	-	-	-	-
Total receipts	42,711	930	-	43,641	11,120
A3 Payments					
Foodbank Supplies & Consumables	1,189			1,189	
Foodbank Centres	4,811			4,811	
Warehouse Premises				-	
Motor Vehicle	2,750			2,750	
Equipment & Workwear	697			697	
Administration	592			592	
Governance	408			408	
Professional Fees & Insurance	688			688	
Training & Other meetings	50			50	
Volunteer Gifts & Events	299			299	
Other	46			46	
Acts 43.5		430		430	
Sub total	11,530	430	-	11,960	-
A4 Asset and investment purchases, (see table)					
Huwei Tablet	110			110	
Warehouse Crates	117			117	
Sub total	227	-	-	227	-
Total payments	11,757	430	-	12,187	-
Net of receipts/(payments)	30,954	500	-	31,454	11,120
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	7,224	-	-	7,224	-
Cash funds this year end	38,178	500	-	38,678	11,120

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Cash	33		
	Bank Current Account	38,145	500	
		-	-	-
	Total cash funds	38,178	500	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Renault Kangoo Van	Unrestricted	-	-
	HP Laptop	Unrestricted	-	-
	HP Laptop	Unrestricted	-	-
	Shelving	Unrestricted	-	-
	Huwei Tablet	Unrestricted	-	-
	Warehouse Crates	Unrestricted	-	-
			-	-
			-	-
			-	-
	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		John Leask	02/05/2019	

DONCASTER FOODBANK (TRUSSELL TRUST) LTD
FINANCIAL STATEMENTS YEAR ENDED 31st OCTOBER 2018

1 ACCOUNTING POLICIES

The financial statements have been prepared in accordance with section 133 of the Charities Act 2011 using the Receipts and Payments basis available to small charities.

2 TYPES OF FUND

The charity has no designated , restricted and endowment funds.

3 RESERVES

The charity did not have a formal reserves policy at the time the accounts were produced. The need for a reserves policy has been discussed by the trustees.

**INDEPENDENT EXAMINERS REPORT TO
The Trustees of Doncaster Foodbank (Trussell Trust)Ltd**

I report on the accounts of Doncaster Foodbank (Trussell Trust) Ltd for the year ended 31st October 2018 which are set out on pages 1 to 3.

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 2011 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 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 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 matters have come to my attention which gives me cause to believe in any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act, or
- the accounts did not accord with the accounting records, or
- the accounts did not comply with the applicable requirements concerning the form and contents of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a "true and fair" view which is not a matter considered as part of an independent examination.

I have come across no other matters in connection with the examination to which understanding should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed: **Pamela Stevenson**

Dated : 16.07.2019

Pamela Stevenson
ACMA (Retired)
c/o St Aidan's Church
Central Boulevard
Doncaster
DN2 5PE