

**PURLEY & KENLEY CHURCHES TOGETHER FOOD HUB**  
**Trustees' Report and Financial Statements**  
**for the year ended**  
**31 March 2019**

# **PURLEY & KENLEY CHURCHES TOGETHER FOOD HUB**

## **Trustees; Report for the year ended 31 March 2019**

### **Reference details**

Name	Purley & Kenley Churches Together Food Hub
Charity registration number	1152807
Company registration	08557885
Registered ( and principal office)	Banstead Road Purley Surrey CR8 3EA
Trustees	John Stradling (resigned 16 October 2018) Derek Harris Helen Harris Judith Johnson Ivanka Lennon James Beacom (resigned 16 October 2018) Gillian Harrison Doreen McCollin Trevor Jones (appointed 16 October 2018) Nicholas Pannell (appointed 16 October 2018)
Bankers	HSBC plc Wallington Surrey

### **Structure, Governance and Management**

The charity was incorporated on the 5 June 2013 to take over the running of the Purley Food Hub. It is governed by Articles of Association. It is registered with the Charity Commission.

Trustees are appointed by the members for a period not exceeding nine years with a third retiring at each AGM. The maximum number of Trustees at any one time is nine.

The day to day running of the charity is managed by a management committee who report directly to the Trustees. The Trustees, who are also Directors under the terms of the Companies Act, are listed with other legal and administrative details above.

The company is limited by guarantee and has no share capital. The liability of every member is limited to one pound.

# **PURLEY & KENLEY CHURCHES TOGETHER FOOD HUB**

## **Trustees' Report for the year ended 31 March 2019**

### **Objectives and activities**

The main objectives are the provision of food, co-operating with or assisting other charities or undertakings whose objects are to relieve persons who are in conditions of hardship and distress and the provision of advisory services in the London Borough of Croydon and areas nearby. The trustees have had regard to the guidance issued by the Charity Commission on public benefit.

The objectives are carried out from a distribution centre in Purley serving clients who are referred to the Centre by ticket partners covering 99 agencies a 31 March 2019.

### **Achievements and performance**

In the year to 31 March 2019 3,262 (2018:3,483) people have been provided with food and support has been given to other agencies in the form of food and/or information. From its inception in January 2013 to the date of this report the food hub has provided food to 16,964 people.

The Hub is staffed in all areas by over 130 volunteers who give their time in a variety of ways.

The food is donated by members of the twelve churches involved as well as gifts of food from schools, other churches and organisations and the general public together with monetary gifts from donors including commercial organisations. The general public give generously at supermarkets where collections are carried out on a regular basis from these premises and place food donations into collection bins placed in several local retail premises.

### **Financial Review**

The charity held general funds of £52,244 (including fixed assets, stock and cash at bank) at the year end. The cash reserve at 31 March covers food for clients and our running costs for approximately three months which is in line with the Trustees reserves policy.

### **Plans for the future**

We plan to continue the work we were called to do which is feeding the poor and caring for them in practical ways. We are continually looking at additional ways in which we can extend the ministry. We continue to improve our signposting information, realising that many clients need advice from other organisations that may be able to help them. Our client support volunteer continues to assist some of our clients who have complex needs so that they can better access help from other organisations. We will continue to provide food hampers for families and toys for children at Christmas.

Approved by the Trustees on 2 October 2019 and signed on their behalf by

..... Ivanka Lennon Chair of Trustees

## **PURLEY & KENLEY CHURCHES TOGETHER FOOD HUB**

### **Independent examiner's report to the trustees of Purley & Kenley Churches Together Food Hub**

I report on the accounts of the charity for the year ended 31 March 2019, which are set out on pages 4 to 7.

#### **Respective responsibilities of trustees and examiner**

The Trustees (who are also the directors of the company for the purposes of company law) 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 report**

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

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 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; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

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

David Clarke CPFA  
10 Church Hill  
Purley, CR8 3QN

Date: 3 October 2019

**PURLEY & KENLEY CHURCHES TOGETHER FOOD HUB**

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT)**

**FOR THE YEAR ENDED 31 MARCH 2019**

	-----2019-----			-----2018-----		
	Unrestricted Funds	Restricted Fund <i>Christmas Projects</i>	Total Funds	Unrestricted Funds	Restricted Fund <i>Christmas Projects</i>	Total Funds
	£	£	£	£	£	£
<b>Income from</b>						
<i>Voluntary income – donations</i>						
Grants and donations	15,768	4,446	20,214	23,471	8,735	32,206
Gifts in kind – food for distribution	<u>77,694</u>	<u>-</u>	<u>77,694</u>	<u>75,242</u>	<u>-</u>	<u>75,242</u>
Total income	<u>93,462</u>	<u>4,446</u>	<u>97,908</u>	<u>98,713</u>	<u>8,735</u>	<u>107,448</u>
<b>Expenditure</b>						
Charitable activities						
Food distributed to clients	72,768	-	72,768	76,754	-	76,754
Food distributed and donations made to related organisations	4,360	6,371	10,731	5,001	7,251	12,252
Food Hub running costs	<u>8,917</u>	<u>-</u>	<u>8,917</u>	<u>7,213</u>	<u>-</u>	<u>7,213</u>
Total expenditure	<u>86,045</u>	<u>6,371</u>	<u>92,416</u>	<u>88,968</u>	<u>7,251</u>	<u>96,219</u>
<b>Net income for the year</b>	<b>7,417</b>	<b>(1,925)</b>	<b>5,492</b>	<b>9,745</b>	<b>1,484</b>	<b>11,229</b>
<b>Reconciliation of funds</b>						
Total funds brought forward	<u>44,827</u>	<u>4,080</u>	<u>48,907</u>	<u>35,082</u>	<u>2,596</u>	<u>37,678</u>
Total funds carried forward	<u>52,244</u>	<u>2,155</u>	<u>54,399</u>	<u>44,827</u>	<u>4,080</u>	<u>48,907</u>

**PURLEY & KENLEY CHURCHES TOGETHER FOOD HUB**

**BALANCE SHEET**

**AS AT 31 MARCH 2019**

	<i>Note</i>	<b>2019</b>	<b>2018</b>
		£	£
<b>Fixed assets</b>	4	4,375	4,830
<b>Current assets</b>			
Stock of undistributed food		17,564	12,169
Cash at bank and in hand		32,460	31,908
<b>Net assets</b>		<u>54,399</u>	<u>48,907</u>
<b>Represented by</b>			
Restricted funds		2,155	4,080
Unrestricted Funds		<u>52,244</u>	<u>44,827</u>
		<u>54,399</u>	<u>48,907</u>

For the financial year in question the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and the preparation of the accounts.

The accounts were prepared in accordance with the special provisions within part 15 of the Companies Act 2006 relating to small companies, were approved by the trustees on 2 October 2019 and signed on their behalf by:

D Harris  
**Trustee**

# **PURLEY & KENLEY CHURCHES TOGETHER FOOD HUB**

## **NOTES TO THE FINANCIAL STATEMENTS**

### **FOR THE YEAR ENDED 31ST MARCH 2019**

#### **1. Accounting policies**

##### **1.1 Accounting convention**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102)(effective 1 January 2015) as amended by Update Bulletin 1 – (Charities SORP(FRS102), Financial Reporting Standard 102 (FRS102), the Charities Act 2011, the Companies Act 2006, under the historical cost convention and in accordance with applicable accounting standards.

The charity is a company limited by guarantee incorporated in England & Wales with registered office c/o Purley Baptist Church, Banstead Road, Purley, Surrey CR8 3EA . The charity is a public benefit entity.

There are no material uncertainties about the charity's ability to continue and the accounts have therefore been prepared on a going concern basis. The accounts are presented in pounds sterling with figures rounded to the nearest pound.

##### **1.2 Fixed assets**

Fixed assets are included at cost and depreciation is charged at 25% on a reducing balance basis.

##### **1.3 Donations and gifts**

These are accounted for when the charity is certain of receipt and the amount can be measured with reasonable accuracy.

##### **1.4 Gifts in kind and stock**

Gifts in kind are donated food. These have been valued using the average price that the charity would have had to pay to acquire the goods. Gifts in kind are recognised when received. The value of undistributed goods is valued at each year end and included in the accounts as stock.

##### **1.5 Expenditure**

This is recognised when the expenditure is incurred. All costs have been directly attributed to one of the functional classifications in the SOFA.

**PURLEY & KENLEY CHURCHES TOGETHER FOOD HUB**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31ST MARCH 2019**

**2. Trustees**

None of the trustees received any emoluments during the year or were reimbursed for any expenses incurred.

**3. Members Guarantees**

At 31st March 2019 there were 12 members of the company. In the event of the company being wound up the members are liable to contribute £1.

**4. Fixed assets**

**Shelving and  
equipment  
£**

**Cost**

At 1 April 2018

11,488

Additions

1,003

At 31 March 2019

12,491

**Depreciation**

At 1 April 2018

6,658

Charge for year

1,458

At 31 March 2019

8,116

**Net book value**

At 31 March 2019

4,375

At 31 March 2018

4,830