

Charity Information

Name: Bishops Stortford Food Bank.

Address: Methodist Church, 34B South Street, Bishops Stortford, Hertfordshire, CM23 3AZ.

Constitution: Charitable Incorporated Organisation Foundation Model dated 7th August 2013.

Registered Charity Number: 1154800.

Trustees: Mione Goldspink (Chair), Norma Symonds (Vice Chair), Dr David Scott, Keith Squirrel (Treasurer), Colin George, Alan Sutherland & Bill MacDonald

Project Co-ordinator: Jocelyn Guilhaumaud

Contact Telephone Number & E-mail: 07432 785976 & bsfoodbank.coordinator@gmail.com

Objectives & Activities

Our primary objective and stated public benefit is the prevention or relief of poverty in Hertfordshire and Essex in particular, but not exclusively, by providing emergency food supplies and related provisions to individuals in need, and to charities or other organisations working to prevent or relieve poverty. The Food Bank provides food for people in crisis, who have been identified and referred by front-line professional partnering agencies, by means of a voucher system. Additionally, we seek to signpost people with underlying problems to appropriate specialist supporting agencies.

Governance & Management

The Trustees meet regularly to oversee the running of the charity, and to ensure there is a robust decision making process. In delivering its objectives, the Trustees are aware of their responsibilities and seek to ensure the Food Bank is legislatively compliant, and that appropriate governance arrangements, procedures, and safeguards are in place. Trustees are recruited for the knowledge, skills, experience, and personal values they bring to the Charity. Trustees are encouraged to attend Training Courses offered by Community Voluntary Services for Broxbourne & East Herts.

Operational

Bishops Stortford Food Bank operates as an independent charity, although works closely with our neighbouring Food Bank at Harlow. Food is distributed from the Methodist Church in Bishops Stortford on 4 days per week from 10a.m to 12.30p.m. and the day-to-day operation is overseen by a part-time employee supported by a bank of over 40 volunteers. We work with over 20 front line professional agencies. The food is provided to the Food Bank by donations from individuals, churches, schools and by means of collections at Supermarkets where our volunteers are permitted to stand and politely ask for gifts.

Financial

The accounts for the period ended 31st March 2019 have been produced on a Receipts and Payments basis. The Trustees have established a strategy to seek financial stability and, as part of that process, a Reserves Policy has been agreed to provide flexibility to meet foreseeable costs. The objective is to maintain minimum funds equivalent to 12 months operating costs to cover, in particular, risks to sources of donated income. We seek diversity of funding, this to include donations from individuals, businesses, churches, and community groups. A number of organised fund raising events are held and, where appropriate, applications are made to grant giving bodies.

Review

Since opening the Bishops Stortford Food Bank, we continue to be encouraged by the town's response to emergency local needs. Whether that support has been donating food, promoting the work of the Food Bank, providing financial support, or volunteering to help, all these contributions ensured we have been able to provide food and assistance to all those referred to us. Our work with local schools continues to raise awareness of need & awareness of the Food Bank's existence. We have continued to provide food to between 12-15 people per week on average in our financial year to 31st March 2019. As Trustees, we are aware of the need to be continuously fund-raising and we have organised a presence at the town's carnival & a coffee morning.

We wish to record our thanks to our new employee and Co-ordinator Jocelyn Guilhaumaud, a role which remains crucial in ensuring the smooth and efficient running of the Food Bank. Additionally, the dedication of our many volunteers is acknowledged with thanks, and the Food Bank would be unable to operate without their support.

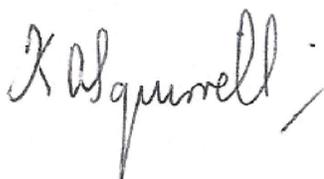
We continue to be supported by many in the town and we wish to place on record our gratitude to the individuals, local businesses, supermarkets, churches, schools, professional and community organisations that have helped us enormously over the last 12 months.

We remain focussed on our core objectives. This is to ensure anyone in genuine need knows of our existence and, having been referred to us by front line professionals, to provide a warm welcome, a listening ear and a supply of food. We continue to seek to identify any underlying problems so that, in addition to meeting an immediate crisis, we are also able to signpost people to other specialist supporting agencies.

Signed on behalf of the Trustees



Mrs M Goldspink
Trustee



K A Squirrell
Trustee



Charity name

Charity number (if any)

For the period from (start date)

to (end date)

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	24298			24298	
FUND RAISING EVENTS	677			677	
GRANTS	1000			1000	
GIFT AID TAX RECLAIM	739			739	
<i>Sub total</i>	26714			26714	
A2 Asset and investment sales, etc					
<i>Total receipts</i>	26714			26714	
A3 Payments					
CLIENTS FOOD, CONSUMABLES, UTILITY COSTS	1184			1184	
POST, STATIONERY, TELEPHONE	261			261	
PROMOTIONAL + FUND RAISING EVENT COSTS	127			127	
RENT	3000			3000	
SALARY, EMPLOYER N.I., PENSION CONTRIBUTIONS	10300			10300	
INSURANCE	360			360	
SUBSCRIPTIONS, TRAINING, PROFESSIONAL FEES	374			374	
BANK CHARGES	60			60	
TRANSPORT	100			100	
ELECTRICITY + GAS (CLIENTS) REFERENCE GRANT RECEIVED	449			449	
<i>Sub total</i>	16215			16215	
A4 Asset and investment purchases, etc					
<i>Total payments</i>	16215			16215	
<i>Net of receipts/(payments)</i>	10499			10499	
A5 Transfers between funds					
A6 Cash funds last year end					
	16334			16334	
<i>Cash funds this year end</i>	26833			26833	

Section B

Statement of assets and liabilities at the end of the period

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £
B1 Cash funds			
Details			
BANK	26545		
CASH	288		
<i>Total cash funds (agree balances with receipts and payments account(s))</i>	26833		

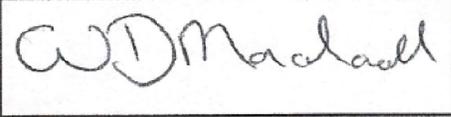
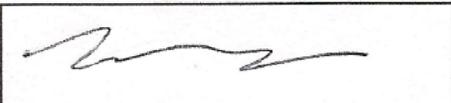
	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £
B2 Other monetary assets			
Details			
GIFT AID TAX TO RECLAIM	809		

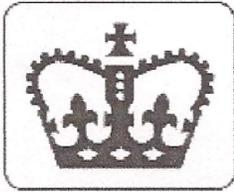
	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			
Details			

	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			
Details			

	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			
Details			

Signed by one or two trustees on behalf of all the trustees

Signature	Print name	Date of approval
	W.D. MACDONALD	16/1/20
	J.R.S. TACHELL	16/1/20



Section A

Independent Examiner's Report

Report to the trustees/ members of

BISHOP'S STORTFORD FOOD BANK

On accounts for the year ended

31st MARCH 2019

Charity no (if any)

1154800

Set out on pages

ATTACHED 2 PAGES - RECEIPTS AND PAYMENTS ACCOUNTS

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

Responsibilities and basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (~~other than that disclosed below~~*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

* Please delete the words in the brackets if they do not apply.

Signed:

[Signature]

Date:

04/11/2019

Name:

GEOFFREY C GOSLING

Relevant professional qualification(s) or body (if any):

J.P., B.A, B.Sc (Hons), MBA.

Address:

6 MULBERRY COURT

BISHOP'S STORTFORD

HERTS CM23 3JW