



Trustees' Annual Report

For the period 1/4/22 – 31/3/23

Bradford North Foodbank is partnered with:



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Reference & Administration Details

Charity Name: Bradford North Foodbank

Registered Charity Number: 1160060

Address: Unit 12, Newlands House Two, Inspire Bradford Business Park, Bradford, BD10 0JE

Charity Trustees for Period of Report:

Trustee Name	Office (if any)	Term(s) of Office	Status
Maria Callaghan		15/11/2022 - 14/11/2025	Appointed in year
Ben Clymo	Chair Safeguarding	04/04/2019 - 03/04/2022 04/04/2022 - 03/04/2025	Re-appointed in year
Pete Criddle	Treasurer	15/01/2019 - 14/01/2022 15/01/2022 - 14/01/2025	
Moira Crotty	Charity Secretary	13/02/2018 - 12/02/2021 13/02/2021 - 12/02/2024	
Steve Pritchard		21/03/2023 - 20/03/2026	Appointed in year
Shuna Hartley	Trustee Board Secretary	24/01/2017 - 23/01/2020 24/01/2020 - 23/01/2023	Stepped down at end of term
Denver Thompson		25/01/2022 - 21/03/2023	Resigned in year
Jackie Marshall		18/01/2021 - 14/06/2022	Resigned in year
Mark Cahill	Chair	20/04/2020 - 25/04/2022	Resigned in year

Structure, Governance & Management

Type of governing document: Constitution

How the charity is constituted: Charitable Incorporated Organisation (CIO)

Trustee selection method: Appointed for a term of three years by a resolution passed at a properly convened Trustee Board meeting.

The trustees delegate the day-to-day management of the charity to a **Management Team** made up of salaried staff and volunteers who take on leadership or management roles within the charity. For this reporting period, the team was as follows:

Management Team for 2022 - 2023

Salaried Staff

Name	Job Title	Hours per Week	Start Date
Franco Biancardo	Foodbank Manager	36	16/09/2019
Julie Rainer	Signposting Coordinator	20	01/02/2021
Helen Thomas	Operations Manager	20	16/09/2022

Team Leaders

Name	Foodbank Centre / Area
Carol Best Moira Crotty, Julie Stephens, Alan Stubbs, Sarah Van Tol	Warehouse
Martin Butterworth, Pete Criddle	ShIPLEY Baptist Church Data (Martin)
Carol Best	St Luke's
Heather Ayrton	Church on the Way
Julie Stephens	Christchurch Windhill
Pat Barker, Rose Bowman, Amanda Meadows, Pete Thompson	Trinity Rawdon
Katherine Pope	Volunteer Coordination

Objects & Associated Activities

CHARITABLE OBJECTIVES

To relieve persons in the North of Bradford and the surrounding area that are in financial hardship in such ways as the trustees from time-to-time think fit, in particular, but not exclusively by:

1. providing emergency food, essential toiletries, and household items to individuals and families in need and / or for distribution by charities or other organisations working to prevent or relieve poverty
2. such other means, including (but not limited to) the provision of support or signposting to relevant information and other advisory services.

ACTIVITIES IN RELATION TO OUR CHARITABLE OBJECTIVES

During the reporting period, the charity interpreted '*the North of Bradford and the surrounding area*' to be:

- Bradford: postcodes BD2, BD9, BD10, BD17 and BD18. Also, Allerton in BD15.
- Leeds: postcodes LS19 and LS20. Also, the village of Calverley in LS28.

Summary of the main activities this year:

- Provision of emergency food and other essential toiletries / household items
- Christmas Hamper Project
- Year 1 of our Financial Inclusion Project - a joint activity with Bradford Central and Wyke foodbanks

Introduction from the Chair of Trustees

Like many charities, the 2022-23 year was one where we thought the country would be gradually coming out of a 'crisis', only for a cost of living 'crisis' to emerge. With household budgets being squeezed, we've seen demand increase to levels not seen since the beginning of the pandemic, and our team of staff and volunteers have again had to step up to meet the demand. External factors squeezing the supply of donated food available have meant that our food stocks have been depleted, and we have had to supplement donations with an increased amount of purchased stock, thanks to additional grant funding specifically for this purpose.

With no sign of either demand slackening, or donations of food increasing, we are faced with difficult questions about ensuring the sustainability of the foodbank model, questions which are being considered nationwide by The Trussell Trust network and other food providers.

Partly in response to this, but as part of the Trussell Trust's ongoing commitment to eliminating the need for foodbanks (which we wholeheartedly share), we have been continuing to focus on how we can help to ensure that people need us for as little time as possible. A key plank of this strategy has been the introduction of our financial inclusion project which brings trained advisors into our foodbank sessions to ensure that clients are receiving all of the benefits they are entitled to. We are delighted that in its first year, the project helped clients to get access to £435,000 of income that they were entitled to but weren't claiming (across our foodbank centres, Bradford Central and Wyke Foodbanks), meaning for many of them that they can afford to feed themselves and no longer need food handouts. This is a far more dignified and empowering outcome than just going away with a food parcel (although they were able to take one of those too if they needed).

On the staffing front, we were delighted to welcome Helen Thomas to our staff team as Operations Manager, alongside Franco and Julie, having previously volunteered as team leader at our Windhill centre. She took on much of the day-to-day stock and warehouse management from Franco, giving him capacity to focus on building relationships with referrers, sourcing food donations and building resilience. Franco and Julie undertook a complete refresh and retraining of our referral agencies during the year, and Julie updated and refreshed our signposting handbooks.

On the volunteer side, Carol Best stepped back as our Warehouse Manager with our grateful thanks for many years of excellent service, but continues as Team Leader at our St Luke's Centre. Moira Crotty, Julie Stephens, Alan Stubbs and Sarah Van Tol stepped up as joint Team Leaders in the warehouse. Sophie Cliff left her Volunteer Coordinator role for maternity leave, and Katherine Pope took her place communicating with our large group of volunteers across all of our foodbank centres and warehouses. Pete Lambert stepped down as Team Leader at our Trinity Rawdon Centre, also handing over to a group of joint Team Leaders (Pat Barker, Rose Bowman, Amanda Meadows and Pete Thompson). Julie Stephens replaced Helen as Team Leader at Windhill. We're hugely grateful to all of them for their commitment and enthusiasm. It's clichéd but true that we couldn't do what we do without them.

Looking forward, the three main issues for the coming year are our warehouse, our administrative processes and capacity, and ensuring that we can source enough food to meet the growing need we are seeing.

Although we try to limit the amount of surplus stock we hold, we have outgrown our two warehouses. We're also concerned that operating in too tight a space, split over two locations, introduces a large amount of inefficiency into our operations. Having looked at a number of options, we're exploring with our landlords at Inspire Business Park the possibility of moving to a larger unit that is being built later this year, bringing everything into one location with sufficient space to store and process the stock levels we will need for the foreseeable future.

We want to continue strengthening our processes and building our administrative capacity by recruiting an experienced office administrator to help ease the administrative burden on the rest of our staff.

Finally, we're carefully monitoring our stock levels and working to increase donations, as well as securing additional funding to purchase top-up food where necessary.

Overall, as we reflect on another challenging year, thanks to our staff, volunteers and trustees, we are in a strong position to face the year ahead.

Ben

Ben Clymo, Chair of the Trustees.

Achievements & Performance

This year we fed 6,992 people, of whom 39% were children. This was an increase of 50% on the prior year.

Across the Trussell Trust network 3 million food parcels were distributed, an increase of 37% on the prior year.

These figures are expanded upon in more detail below.

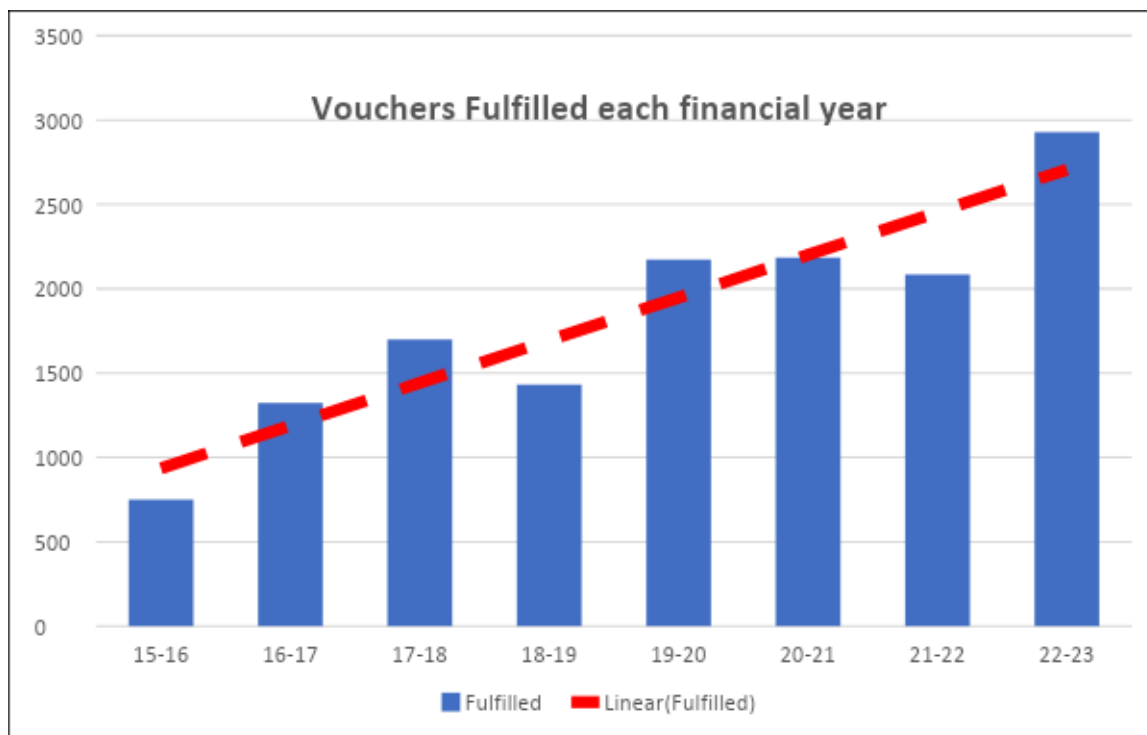
FOOD DISTRIBUTION

The big picture:

A total of 2,925 vouchers or referrals were fulfilled. Each individual household (client) had an average of 1.6 vouchers, so we can estimate that around 1,800 households were supported with crisis food. Given the current “cost of living” crisis the Trussell Trust now accepts that 5 referrals in 6 months is a reasonable definition of crisis. 89% of households received 3 or less food parcels in 6 months and 58% of households received only 1 food parcel in 6 months.

Voucher trends

Comparison with other years is as we expected, no surprises here! So as the 2018-2019 dip relates to the Shipley Job Centre closing, the 2021-2022 dip relates to government funded Covid provision that took pressure off us. The “trend line” (red) says it all. While we have a big increase from 2021-2022 the long term is a more gradual but still accelerating growth in referrals.



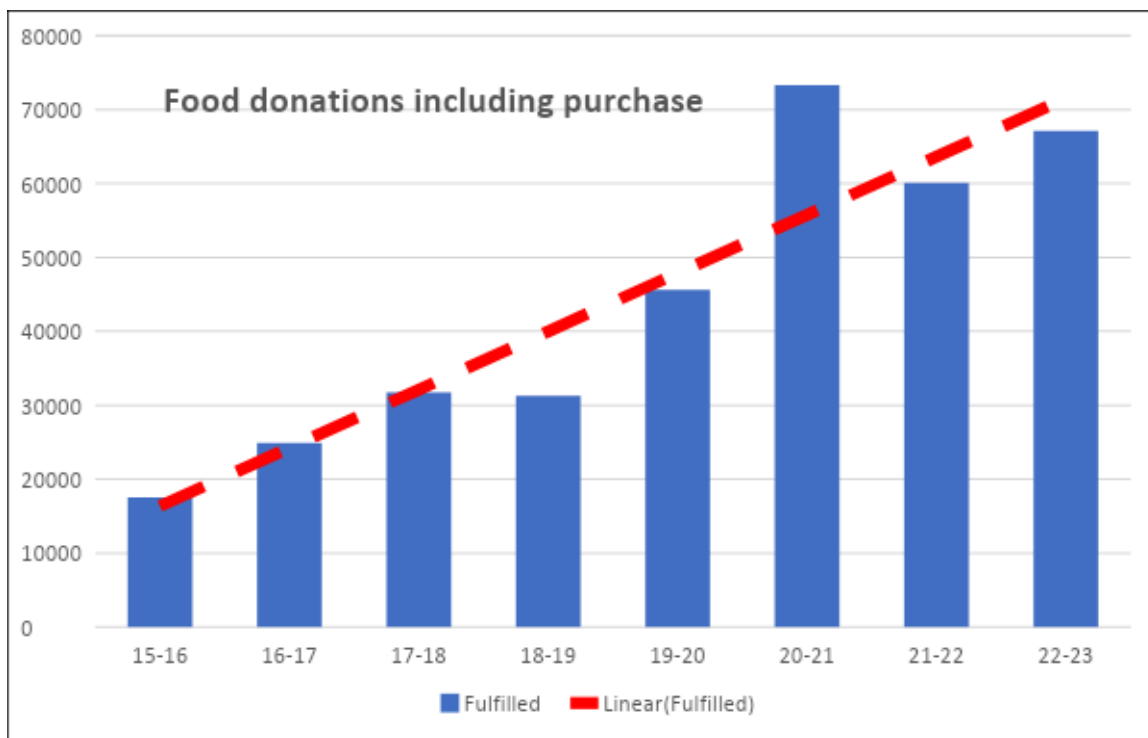
In the year 244 Referral Agents issued a food voucher to clients.

The number of referrals fulfilled each month:

Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
220	213	200	174	200	305	244	188	243	307	315	316

The sharp increase started somewhere in Summer 2022 but is hard to relate to any specific change in the provision of support. Temporary reductions in referrals fulfilled can be linked to government support such as in July and November 2022 when the Cost of Living payments were made to Universal Credit recipients, which was mirrored across the Trussell Trust network but only lasted around 3 weeks each time.

FOOD DONATIONS

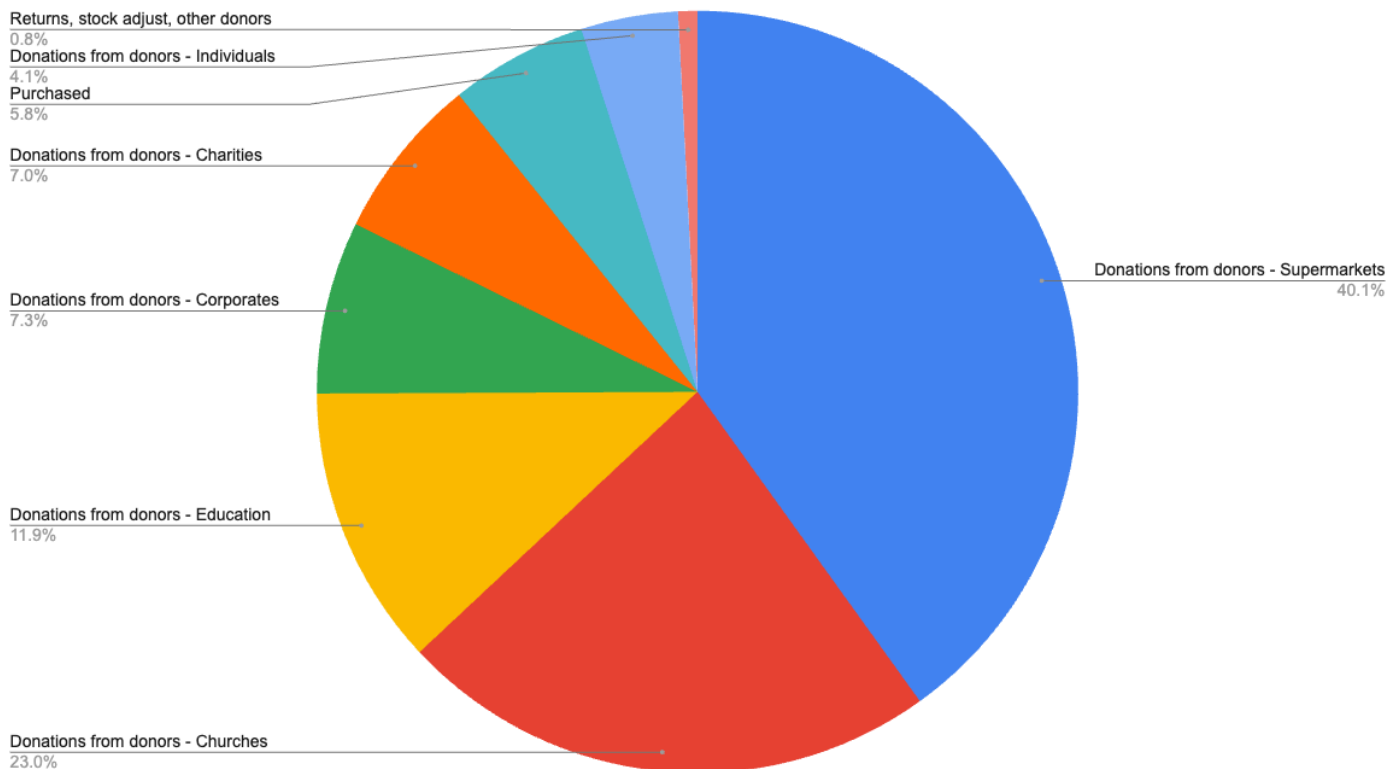


The total food donated in 2022-23 is 67,093kg, exceeded only by the Covid-driven 2020-21 total. However, while this looks like, and is, a huge achievement it is barely keeping pace with the referrals we respond to. 73,333kg of stock was given out in 2022-23, so our stock level has dropped over the year.

We purchased an additional 3,915kg of food (2021/22: 1,185kg), in addition to our donated stock.

Our main food sources:

Stock in (% of total)



MORE THAN EMERGENCY FOOD

Yes, we are a foodbank, but we have a variety of extras that mean we offer more than just emergency food parcels - hence the umbrella term 'more than food'.

Helping people keep healthy also encompasses helping people to keep clean, which we do by offering toiletries and household cleaning supplies. When available, we also offer dog and cat food, both to ensure that the meat/fish in the food parcel is eaten by people rather than offered to pets, but also because looking after a pet improves people's mental health.

Signposting Service-Users to Additional Support

As the cafe style interaction didn't resume until March 2022 a small leaflet was created containing key organisations to signpost people to. Each leaflet was tailored to each individual location and placed in every parcel.

These have been well received and are updated three times per year, additionally we have created a coverage leaflet showing contact info or other foodbanks adjacent to BNFB.

We have also undertaken a number of training sessions, including:

- Training session with all BNFB volunteers on fundamentals of signposting with more detailed follow-ups for smaller groups

- Training session on benefits delivered by Equality Together
- Additional training sessions have also been provided to other local food banks, church groups and schools

There has been positive feedback on these training sessions leading to increased confidence from volunteers and more effective signposting.

Work with referral agencies continues to evolve post-covid as many have moved to using online referral systems, which is a more efficient approach. At the start of the project there were over 199 referral agencies and though this has now dropped to 122, we have a more accurate database who are encouraged to use the e-referral system which provides a more efficient and accurate analysis. These are referral agents signed up directly with Bradford North Foodbank - around the same number of agencies are signed up on a national basis or are primarily registered with other local foodbanks, typically Bradford Central or Wyke.

Financial Inclusion Project

From April 2022 a welfare benefit service was provided as an outreach service at the food banks with some telephone advice to cater for different delivery models to help with benefit/income maximisation and budgeting. 1 FTE is provided by our partner organisation Equality Together. The service -First Contact Triage, Support & Advice Service works with “people in crisis, targeting those most in need and facing disabling barriers” which covers all aspects within Welfare Advice.

	Annual Target	Q1	Q2	Q3	Q4	YTD
New people	612	49	62	113	133	357
FI Gains	£459,000	£34,792	£34,946	£166,487	£199,502	£435,727
Number of people supported with practical money management	150					86

Key areas of success

While the figures are showing the service has not achieved the targets initially set, it must be acknowledged that the targets provided by Equality Together in terms of numbers seen do appear over generous when considering the level of advice needed as this is not a signposting service. Therefore, when reviewing their outcomes achieved by the equivalent of 1 full-time equivalent worker, the service is proving to be a great success and surpasses what would be considered good.

Many clients have met multiple times with advisors and are being helped through incredibly complex matters such as PIP appeals which can take many months of work.

After a slow start many people are aware of the service and advisors are typically engaged with clients for the full time they attend foodbank sessions.

All foodbanks are pleased with the service and impact overall. However there does need to be some amendments made to the advisor schedule, so they access all the foodbank centres to complete more face-to-face sessions. Equality Together have made a commitment to do this in year two. Some recommendations have also been put forward by the volunteers at the foodbank centres and these have been presented to Equality Together for inclusion in future work.

Christmas Hamper Project

For Christmas 2022 we decided to reduce the work involved issuing (sometimes excessive) amounts of food to clients who often received a Christmas Hamper and a Standard Food Parcel. This was achieved by combining the Christmas Hamper pick list and the Standard Food Parcel pick list into a single, simplified pick list.



Note: 6,164 kg is 8.5% of the total food distributed by BNFB in the whole year 2022-23.

VOLUNTEER PARTICIPATION

We continue to remain indebted to our wonderful team of volunteers, without whom we would not be able to operate. At present we have around 90 active volunteers across our foodbank centres, the warehouse and the office. Collectively they support the running of the centres, stock management, administration and delivery.

Volunteer support and training continues to be a focus of our work with introductory sessions run through the year, led by our Signposting Co-ordinator Julie Rainer, supported by our Trussell Trust Area Manager.

Turnover of volunteers continues to be a factor, some people volunteer for just a short time, but we continue to recruit new volunteers through word of mouth, our direct advertising and through wider foodbank awareness as media reporting continues to be high.

REFERRAL AGENCY PARTNERSHIPS

Agencies referring 10 or more times within the year:

Referral Agent	Vouchers fulfilled
Help through Hardship	489
BNFB Referrals	349
Job Centre Bradford	323
Windhill Advice Centre	242
CAB Bradford	72
ShIPLEY Baptist Church	69
Others: not registered agencies	65
Church on the Way	54
InCommunities	51

The reasons for referral are shown below. Trussell Trust altered the list of reasons in April 2023 to give a better picture. The list below is the primary reason given by each recipient.

Reasons for referral	Vouchers fulfilled
Low Income	1549
Benefit Changes	319
Debt	226
Other	225
Benefit Delays	224
Sickness	162
No recourse to public funds	90
Homeless	53
Child Holiday Meals	26
Domestic Violence	26
Delayed Wages	19
Refused benefits advance	10

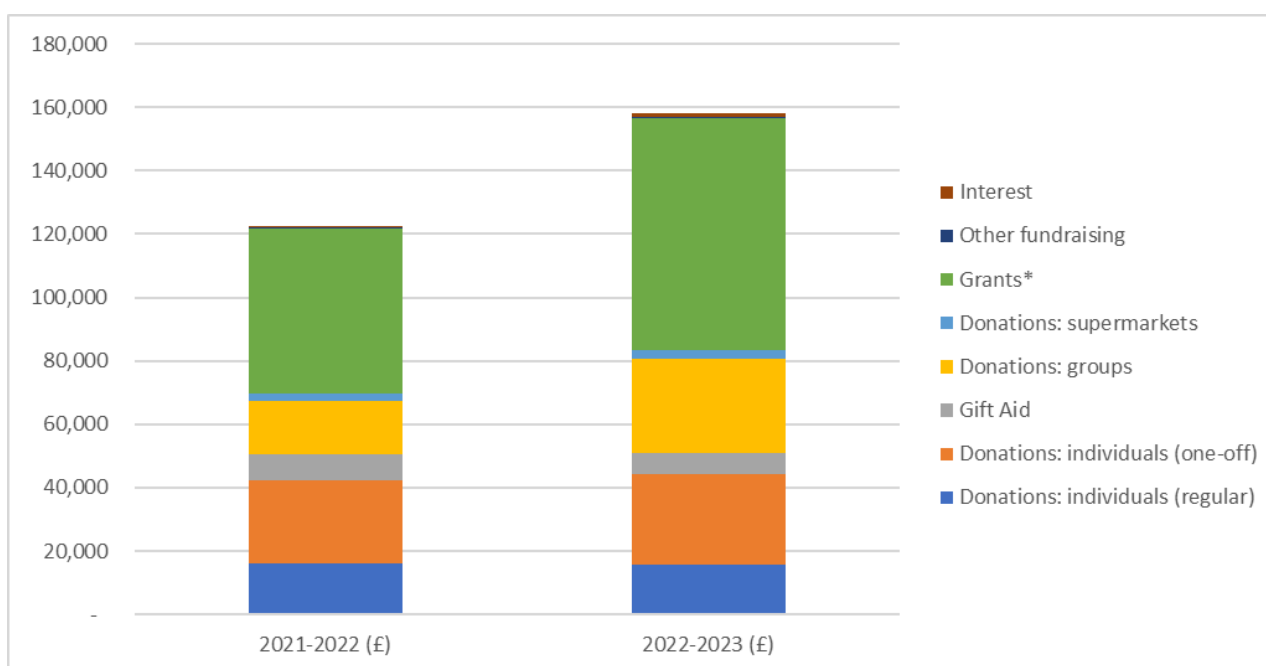
The political ward of recipients is shown below. All wards in the Bradford area with the exception of Baildon are in the top 40% most deprived wards of England, with Eccleshill being in the top 10% most deprived, per the latest (2019) indices of deprivation.

Ward	Vouchers fulfilled
Shipley	532
Windhill and Wrose	491
Eccleshill	425
Bolton and Undercliffe	187
Heaton	178
Otley & Yeadon	160
Idle and Thackley	159
Baildon	134
Guisseley & Rawdon	132
Others	444
No fixed address	63

Financial Review

Income in the year to 31 March 2023 increased from £122k to £158k, driven by increased donations from groups (this covers churches, businesses and local organisations) and grants.

	2021-2022 (£)	2022-2023 (£)
Income		
Donations: individuals (regular)	16,101	15,774
Donations: individuals (one-off)	26,368	28,593
Gift Aid	7,966	6,576
Donations: groups	16,929	29,906
Donations: supermarkets	2,171	2,706
Grants*	52,285	72,891
Other fundraising	336	485
Interest	21	1,306
Total	122,177	158,237



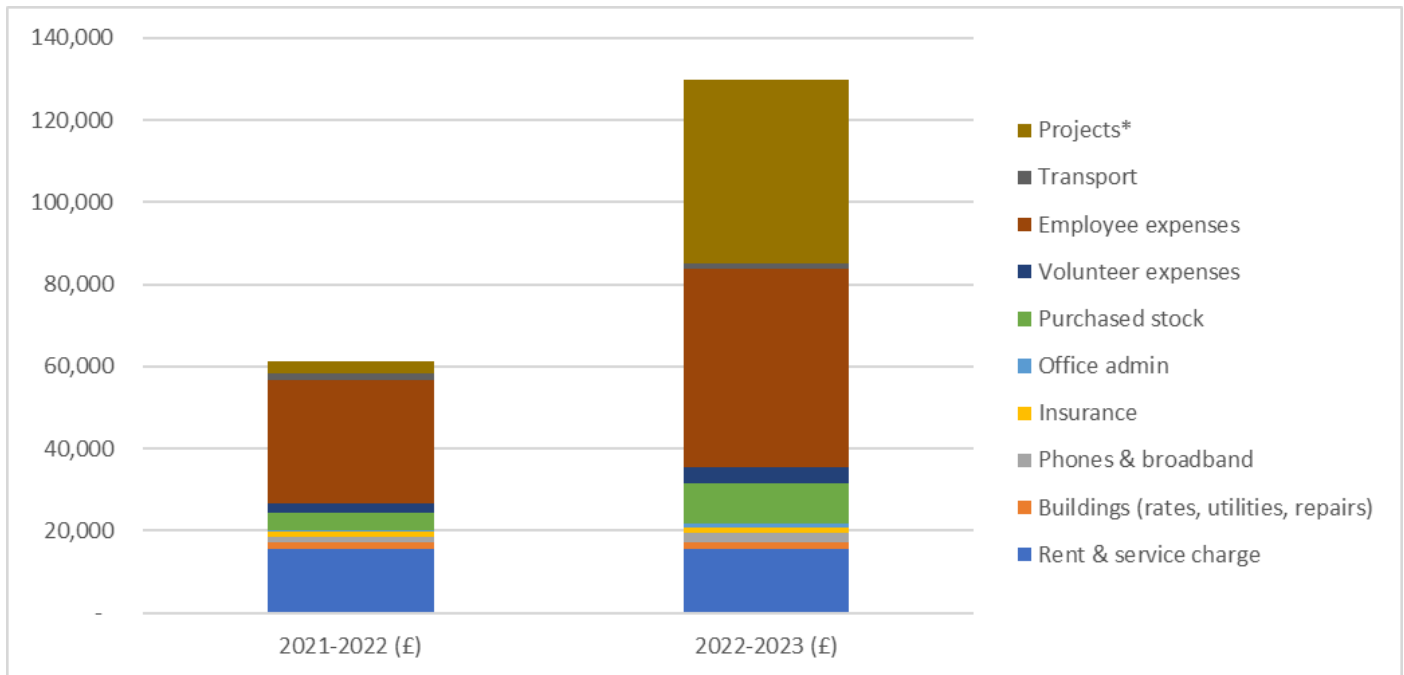
Expenses in the year to 31 March 2023 increased from £61k to £130k.

Additional paid staff (from 2 to 3) and total hours (from 37 to 76) were funded from grants and unrestricted reserves.

Purchased stock was partially grant-funded with the remainder covered by our Christmas appeal, and the Financial Inclusion Project started in April 2022, paid through BNFB grant funds and covering the full Bradford area.

Expenses	2021-2022 (£)	2022-2023 (£)
Rent & service charge	15,565	15,696
Buildings (rates, utilities, repairs)	1,660	1,605
Phones & broadband	1,246	2,246
Insurance	1,281	1,194
Office admin	296	1,168
Purchased stock	4,326	9,682
Volunteer expenses	2,400	3,809
Employee expenses	29,808	48,344
Transport	1,741	1,521
Projects*	2,826	44,652
Total	61,149	129,917

* Includes Financial Inclusion Project - Bradford North Foodbank received the grant and paid all costs for all three area foodbanks.



Bradford North Foodbank holds funds across a number of accounts to manage financial risk and optimise interest received.

A three-year business plan is in place to ensure operations can continue in the medium-term and in March 2023 the trustees designated funds to cover core operations and planned projects for the coming year.

Funds are sufficient to meet elevated demand and costs in light of the cost of living crisis, and the trustees continue to pursue grant funding to support the need to purchase increased amounts of food.

Significant restricted funds were held from grants which are shown in the funds summary below. Grants were received in the year from Trussell Trust, Shipley Town Council, City of Bradford Metropolitan District Council, Sainsbury’s and Aldi.

Cash balance held by the foodbank:	2021-2022 (£)	2022-2023 (£)
Total	181,684	210,004
<i>of which unrestricted</i>	<i>133,279</i>	<i>77,439</i>
<i>of which designated by the Trustees</i>	<i>5,000</i>	<i>73,528</i>
<i>of which restricted by donors</i>	<i>43,405</i>	<i>59,037</i>

Trustee Declaration

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

Original signed on behalf of the charity's trustees:

Trustee Name	Signature	Position (Chair / secretary etc.)	Date

Appendix

i) Detailed financial accounts:

RECEIPTS				
Code	Details	2020-2021	2021-2022	2022-23
I-01	Donations: 200 Club (regular donors)	£ 12,956.64	£ 16,100.84	£ 15,773.84
I-02	Donations from individuals (excluding the 200 Club)	£ 52,209.78	£ 26,368.38	£ 28,593.12
I-03	Gift Aid Received	£ 8,656.06	£ 7,965.76	£ 6,575.88
I-04	Donations from churches	£ 5,745.26	£ 4,310.12	£ 3,580.21
I-05	Donations from other groups / businesses	£ 28,891.58	£ 12,618.60	£ 26,326.06
I-06	Supermarket Topup (based on weight of stock donations)	£ 2,420.75	£ 2,170.76	£ 2,706.12
I-07	Fundraising: collection boxes	£ 22.61	£ 94.93	£ 259.50
I-08	Fundraising: grants	£ 16,141.21	£ 52,284.57	£ 72,890.76
I-09	Fundraising: online	£ 156.74	£ 125.15	£ 128.51
I-10	Fundraising: our events	£ -	£ 115.50	£ 97.10
I-11	Fundraising: textile recycling	£ 158.86	£ -	£ -
I-12	Gross Interest	£ 4.92	£ 21.08	£ 1,306.03
	TOTAL RECEIPTS	£ 127,364.41	£ 122,175.69	£ 158,237.13

PAYMENTS				
Code	Details	2020-2021	2021-2022	2022-23
E-01	Rent (discounted)	£ 9,205.81	£ 13,661.00	£ 13,792.20
E-02	Service Charge	£ 1,903.56	£ 1,903.56	£ 1,903.56
E-03	Deposits	£ 600.00	£ -	£ -
E-04	Rates (discounted)	£ 874.50	£ 1,008.64	£ -
E-05	Electricity	£ 604.60	£ 650.89	£ 1,143.26
E-06	Phone & Broadband	£ 1,128.03	£ 1,246.37	£ 2,245.64
E-07	Insurance	£ 1,309.61	£ 1,281.11	£ 1,193.67
E-08	Franchise	£ 360.00	-£ 360.00	£ -
E-09	Data Protection	£ 35.00	£ 35.00	£ 35.00
E-10	Office_Admin Costs	£ 303.93	£ 463.80	£ 469.34
E-11	Office_Equipment	£ 84.46	£ 120.57	£ 540.35
E-12	PR & Marketing	£ -	£ 33.50	£ 107.47
E-13	Repairs and Maintenance	£ 296.05	£ -	£ 462.00
E-14	Purchased stock	£ 3,212.34	£ 4,325.61	£ 9,682.09
E-15	Volunteer Expenses	£ 77.14	£ 2,399.93	£ 3,809.39
E-16	Employee Expenses (Payroll)	£ 13,832.70	£ 29,785.18	£ 48,044.53
	Use of large Asda Grant (FB Manager)	£ 8,497.04	£ -	£ -
E-16a	Employee Expenses (non-payroll)	£ 130.59	£ 23.00	£ 299.62
E-17	Professional Fees	£ 1.00	£ 3.00	£ 16.00
E-18	Taxes	£ -	£ -	£ -

E-19	Capital Costs:Core Foodbank Provision	£ 6,282.97	£ 1,330.77	£ 897.30
E-21	Transport (of stock)	£ 2,042.83	£ 1,740.74	£ 1,521.30
E-22	Fundraising Costs	£ -	£ -	£ -
E-24	Projects - Foodbank Improvement	£ -	£ 1,495.21	£ 2,162.10
E-25	Projects - Financial Inclusion	£ -	£ -	£ 41,592.54
	TOTAL PAYMENTS	£ 30,551.08	£ 50,782.16	£ 129,917.36

BALANCE SUMMARY				
	In Year Surplus	£ 76,582.25	£ 61,027.81	£ 28,319.77
	Balance Brought Forward:	£ 44,073.86	£ 120,656.11	£ 181,683.92
	Balance Carried Forward on 31st March	£ 120,656.11	£ 181,683.92	£ 210,003.69

BALANCE CARRIED FORWARD REPRESENTED BY:				
	Reserves Account: HSBC / Co-op	£ 7,950.45	£ 14,924.91	£ 23,509.95
	Co-operative Business Account (general funds)	£ 81,074.01	£ 108,092.36	£ 112,042.71
	Epworth Deposit Fund	£ 25,480.71	£ 49,492.40	£ 70,770.66
	Money held by Bradford Community Payroll & Accounts	£ 6,078.00	£ 9,150.00	£ 3,556.14
	Petty Cash	£ 72.94	£ 24.25	£ 124.23
	Payments pending	£ -	£ -	£ -
		£ 120,656.11	£ 181,683.92	£ 210,003.69

DISCOUNTS OFFERED AS IN-KIND GIFTS (Not included in receipts / payments figures) *			
	2020-2021	2021-2022	2022-23
Rent Discounts	£ 4,580.00	£ 4,235.00	£ 4,040.00
TOTAL VALUE OF DISCOUNTS:	£ 4,580.00	£ 4,235.00	£ 4,040.00

VALUATION OF ASSETS WORTH OVER £500 at End of Financial Year			
	3/31/2021	3/31/2022	3/31/2023
Mercedes Sprinter Van Purchase Value: £38,482.80 (List price + comfort pack + ply lining. Excludes on-the-road costs and graphics)	£ 26,937.96	£ 23,089.68	£ 19,241.40

ii) Reference is made above to Trussell Trust's annual report, which can be found in full using the below link:

<https://www.trusselltrust.org/wp-content/uploads/sites/2/2023/04/EYS-UK-Factsheet-2022-23.pdf>

Section A

Independent Examiner's Report

Bradford North Foodbank		
Report to the trustees/ members of	31st March 2023	Charity no (if any)
On accounts for the year ended		1160060
Set out on page(s)	3-4	

**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 Charities 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 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 matter has come to my attention (other than that disclosed below *)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act
 have 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.

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

Signed:		Date:	16/7/23
Name:	NICOLA CAMERON		
Relevant professional qualification(s) or body (if any):	CIMA - ACMA		
Address:	42 SHAW LANE GARDENS GUISLEY LEEDS LS20 9JM		

Only complete if the examiner needs to highlight material problems.

Give here brief details of any items that the examiner wishes to disclose.

RESTRICTED AND UNRESTRICTED FUNDS
NEED TO BE INCLUDED IN THE ACCOUNTS,
EITHER AS NOTES TO OR WITHIN
THE MAIN BODY TO ENSURE CORRECT
ACCOUNTING OF RESTRICTED FUNDS.

Bradford North Foodbank

Annual Accounts 2022 - 2023

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I-08	Fundraising: grants	£ 16,141.21	£ 52,284.57	£ 72,890.76
I-09	Fundraising: online	£ 156.74	£ 125.15	£ 128.51
I-10	Fundraising: our events	£ -	£ 115.50	£ 97.40
I-11	Fundraising: textile recycling	£ 158.86	£ -	£ -
I-12	Gross Interest	£ 4.92	£ 21.08	£ 1,306.03
TOTAL RECEIPTS		£ 127,364.41	£ 122,175.69	£ 158,237.13

Accounts independently examined by Nicola Cameron ACMA

Nicola Cameron
16/7/23

PAYMENTS		2020-2021	2021-2022	2022-2023
Code	Details			
E-01	Rent (discounted)	£ 9,205.81	£ 13,661.00	£ 13,792.20
E-02	Service Charge	£ 1,903.56	£ 1,903.56	£ 1,903.56
E-03	Deposits	£ 600.00	£ -	£ -
E-04	Rates (discounted)	£ 874.50	£ 1,008.64	£ -
E-05	Electricity	£ 604.60	£ 650.89	£ 1,143.26
E-06	Phone & Broadband	£ 1,128.03	£ 1,246.37	£ 2,245.64
E-07	Insurance	£ 1,309.61	£ 1,281.11	£ 1,193.67
E-08	Franchise	£ 360.00	£ 360.00	£ -
E-09	Data Protection	£ 35.00	£ 35.00	£ 35.00
E-10	Office_Admin Costs	£ 303.93	£ 463.80	£ 469.34
E-11	Office_Equipment	£ 84.46	£ 120.57	£ 540.35
E-12	PR & Marketing	£ -	£ 33.50	£ 107.47
E-13	Repairs and Maintenance	£ 296.05	£ -	£ 462.00
E-14	Purchased stock for distribution to food voucher recipients	£ 3,212.34	£ 4,325.61	£ 9,682.09
E-15	Volunteer Expenses	£ 77.14	£ 2,399.93	£ 3,809.39
E-16	Employee Expenses (Payroll)	£ 13,832.70	£ 29,785.18	£ 48,044.53
E-16a	Use of large Asda Grant for FB Manager's payroll expenses*	£ 8,497.04	£ -	£ -
E-17	Employee Expenses (non-payroll)	£ 130.59	£ 23.00	£ 299.62
E-17	Professional Fees	£ 1.00	£ 3.00	£ 16.00
E-18	Taxes	£ -	£ -	£ -
E-19	Capital Costs:Core Foodbank Provision	£ 6,282.97	£ 1,330.77	£ 897.30
E-21	Transport (of stock)	£ 2,042.83	£ 1,740.74	£ 1,521.30
E-22	Fundraising Costs	£ -	£ -	£ -
E-24	Projects - Foodbank Improvement	£ -	£ 1,495.21	£ 2,162.10
E-25	Projects - Financial Inclusion	£ -	£ -	£ 41,592.54
TOTAL PAYMENTS		£ 30,551.08	£ 50,782.16	£ 129,917.36

Signed as a correct record by the following trustees on behalf of all trustees:

Name: M. Croft
Signature: *M. Croft*
Date: 3/10/23

Name: Ben Criddle
Signature: *Ben Criddle*
Date: 3/10/23

Accounts prepared by Peter Criddle (Treasurer) on 10/05/2023

BALANCE SUMMARY		2020-2021	2021-2022	2022-2023
In Year Surplus		£ 76,582.25	£ 61,027.81	£ 28,319.77
Balance Brought Forward:		£ 44,073.86	£ 120,656.11	£ 181,683.92
	Balance Carried Forward on 31st March	£ 120,656.11	£ 181,683.92	£ 210,003.69

BALANCE CARRIED FORWARD REPRESENTED BY:		2020-2021	2021-2022	2022-2023
Reserves Account: HSBC / Co-op		£ 7,950.45	£ 14,924.91	£ 23,509.95
Co-operative Business Account (general funds)		£ 81,074.01	£ 108,092.36	£ 112,042.71
Epworth Deposit Fund		£ 25,480.71	£ 49,492.40	£ 70,770.66
Money held by Bradford Community Payroll & Accounts		£ 6,078.00	£ 9,150.00	£ 3,556.14
Petty Cash		£ 72.94	£ 24.25	£ 124.23
Payments pending		£ -	£ -	£ -
TOTAL		£ 120,656.11	£ 181,683.92	£ 210,003.69

BALANCE CARRIED FORWARD REPRESENTED BY:		2020-2021	2021-2022	2022-2023
Unrestricted funds		£ 62,056.11	£ 133,278.92	£ 77,438.69
Designated and restricted funds		£ 58,600.00	£ 48,405.00	£ 132,565.00
TOTAL		£ 120,656.11	£ 181,683.92	£ 210,003.69

NOTES
Financial Improvement grant of £41,592.54 received in March 2023 relating to the full year project costs for 2023-24.

UKSPF grants of £9,877 received in March 2023 relating to the period April-August 2023.

NOTES
New section showing split of funds between unrestricted and restricted or designated.

See overleaf for Discounts, In-kind Donations & Asset Valuations

DISCOUNTS OFFERED AS IN-KIND GIFTS (Not included in receipts / payments figures) *				
	2020-2021	2021-2022	2022-2023	
Rent Discounts	£ 4,580.00	£ 4,235.00	£ 4,040.00	
TOTAL VALUE OF DISCOUNTS:	£ 4,580.00	£ 4,235.00	£ 4,040.00	

IN-KIND GIFTS				
	£ -	£ -	£ -	
	£ -	£ -	£ -	
TOTAL VALUE OF IN-KIND GIFT:	£ -	£ -	£ -	

NOTES
None in period

VALUATION OF ASSETS WORTH OVER £500 at End of Financial Year			
	31/03/2021	31/03/2022	31/03/2023
Mercedes Sprinter Van Purchase Value: £38,482.80 (List price + comfort pack + ply lining. Excludes on-the-road costs and graphics)	£ 26,937.96	£ 23,089.68	£ 19,241.40

NOTES
Due to the low mileage and low weights transported we assume our van will not depreciate as rapidly as other similar vehicles. Therefore, to determine its value for accounting purposes, we use reducing value depreciation, set at 10% of the original value per annum, as we do not know the lifetime of the van.

RECEIPTS				
Code	Details	2020-2021	2021-2022	2022-2023
I-01	Donations: 200 Club (regular donors)	£ 12,956.64	£ 16,100.84	£ 15,773.84
I-02	Donations from individuals (excluding the 200 Club)	£ 52,209.78	£ 26,368.38	£ 28,593.12
I-03	Gift Aid Received	£ 8,656.06	£ 7,965.76	£ 6,575.88
I-04	Donations from churches	£ 5,745.26	£ 4,310.12	£ 3,580.21
I-05	Donations from other groups / businesses	£ 28,891.58	£ 12,618.60	£ 26,326.06
I-06	Supermarket Topup (based on weight of stock donations)	£ 2,420.75	£ 2,170.76	£ 2,706.12
I-07	Fundraising: collection boxes	£ 22.61	£ 94.93	£ 259.50
I-08	Fundraising: grants	£ 16,141.21	£ 52,284.57	£ 72,890.76
I-09	Fundraising: online	£ 156.74	£ 125.15	£ 128.51
I-10	Fundraising: our events	£ -	£ 115.50	£ 97.10
I-11	Fundraising: textile recycling	£ 158.86	£ -	£ -
I-12	Gross Interest	£ 4.92	£ 21.08	£ 1,306.03
TOTAL RECEIPTS		£ 127,364.41	£ 122,175.69	£ 158,237.13

Accounts independently
examined by
Nicola Cameron ACMA

W. Criddle
16/7/23

PAYMENTS				
Code	Details	2020-2021	2021-2022	2022-2023
E-01	Rent (discounted)	£ 9,205.81	£ 13,661.00	£ 13,792.20
E-02	Service Charge	£ 1,903.56	£ 1,903.56	£ 1,903.56
E-03	Deposits	£ 600.00	£ -	£ -
E-04	Rates (discounted)	£ 874.50	£ 1,008.64	£ -
E-05	Electricity	£ 604.60	£ 650.89	£ 1,143.26
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E-15	Volunteer Expenses	£ 77.14	£ 2,399.93	£ 3,809.39
E-16	Employee Expenses (Payroll)	£ 13,832.70	£ 29,785.18	£ 48,044.53
	<i>Use of large Asda Grant for FB Manager's payroll expenses*</i>	£ 8,497.04	£ -	£ -
E-16a	Employee Expenses (non-payroll)	£ 130.59	£ 23.00	£ 299.62
E-17	Professional Fees	£ 1.00	£ 3.00	£ 16.00
E-18	Taxes	£ -	£ -	£ -
E-19	Capital Costs:Core Foodbank Provision	£ 6,282.97	£ 1,330.77	£ 897.30
E-21	Transport (of stock)	£ 2,042.83	£ 1,740.74	£ 1,521.30
E-22	Fundraising Costs	£ -	£ -	£ -
E-24	Projects - Foodbank Improvement	£ -	£ 1,495.21	£ 2,162.10
E-25	Projects - Financial Inclusion	£ -	£ -	£ 41,592.54
TOTAL PAYMENTS		£ 30,551.08	£ 50,782.16	£ 129,917.36

Signed as a correct
record by the following
trustees on behalf of all
trustees:

Name:

Signature:

Date:

Name:

Signature:

Date:

Accounts prepared by
Peter Criddle (Treasurer)
on 10/05/2023

BALANCE SUMMARY				
In Year Surplus		£ 76,582.25	£ 61,027.81	£ 28,319.77
Balance Brought Forward:		£ 44,073.86	£ 120,656.11	£ 181,683.92
Balance Carried Forward on 31st March		£ 120,656.11	£ 181,683.92	£ 210,003.69
BALANCE CARRIED FORWARD REPRESENTED BY:				
Reserves Account: HSBC / Co-op		£ 7,950.45	£ 14,924.91	£ 23,509.95
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Petty Cash		£ 72.94	£ 24.25	£ 124.23
Payments pending		£ -	£ -	£ -
		£ 120,656.11	£ 181,683.92	£ 210,003.69

NOTES

Financial Improvement grant
of £41,592.54 received in
March 2023 relating to the full
year project costs for 2023-24.

UKSPF grants of £9,877
received in March 2023
relating to the period April-
August 2023.

BALANCE CARRIED FORWARD REPRESENTED BY:				
Unrestricted funds		£ 62,056.11	£ 133,278.92	£ 77,438.69
Designated and restricted funds		£ 58,600.00	£ 48,405.00	£ 132,565.00
		£ 120,656.11	£ 181,683.92	£ 210,003.69

NOTES

New section showing split of
funds between unrestricted
and restricted or designated.

See overleaf for Discounts, In-kind Donations & Asset Valuations

DISCOUNTS OFFERED AS IN-KIND GIFTS (Not included in receipts / payments figures) *				NOTES
	2020-2021	2021-2022	2022-2023	
Rent Discounts	£ 4,580.00	£ 4,235.00	£ 4,040.00	
TOTAL VALUE OF DISCOUNTS:	£ 4,580.00	£ 4,235.00	£ 4,040.00	

IN-KIND GIFTS				NOTES
	£	£	£	
	-	-	-	None in period
TOTAL VALUE OF IN-KIND GIFT:	£ -	£ -	£ -	

VALUATION OF ASSETS WORTH OVER £500 at End of Financial Year				NOTES
	31/03/2021	31/03/2022	31/03/2023	
Mercedes Sprinter Van Purchase Value: £38,482.80 (List price + comfort pack + ply lining. Excludes on-the-road costs and graphics)	£ 26,937.96	£ 23,089.68	£ 19,241.40	Due to the low mileage and low weights transported we assume our van will not depreciate as rapidly as other similar vehicles. Therefore, to determine its value for accounting purposes, we use reducing value depreciation, set at 10% of the original value per annum, as we do not know the lifetime of the van.



INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

Section A

Independent Examiner's Report

Report to the trustees/
members of

Bradford North Foodbank

On accounts for the year
ended

31st March 2023

Charity no
(if any)

1160060

Set out on page(s)

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 Charities 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 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 matter has come to my attention (other than that disclosed below *)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act
 have 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.

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

Signed:

Nicola Cameron

Date:

16/7/23

Name:

NICOLA CAMERON

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

CIMA - ACMA

Address:

42 SHAW LANE GARDENS
GUISELEY
LEEDS LS20 9JM

Only complete if the examiner needs to highlight material problems.

Give here brief details of any items that the examiner wishes to disclose.

RESTRICTED AND UNRESTRICTED FUNDS
NEED TO BE INCLUDED IN THE ACCOUNTS,
EITHER AS NOTES TO OR WITHIN
THE MAIN BODY TO ENSURE CORRECT
ACCOUNTING OF RESTRICTED FUNDS.