



EALING FOODBANK

ANNUAL REPORT AND STATEMENT OF ACCOUNTS FOR THE YEAR ENDED 31ST JULY 2017

COMPANY REGISTRATION No: 08611832

CHARITY REGISTRATION No: 1156369

Independent Examiners Ltd
Sovereign Centre
Poplars
Yapton Lane
Walberton
West Sussex
BN18 0AS

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**EALING FOODBANK
(A COMPANY LIMITED BY GUARANTEE)**

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**EALING FOODBANK
(A COMPANY LIMITED BY GUARANTEE)**

LEGAL AND ADMINISTRATIVE INFORMATION

CHARITY NUMBER	1156369
COMPANY REGISTRATION NUMBER	8611832
DATE OF INCORPORATION	16th July 2013
REGISTRATION	26th March 2014
START OF FINANCIAL YEAR	1st August 2016
END OF FINANCIAL YEAR	31st July 2017
DIRECTORS AT 31ST JULY 2017	Rev'd Christopher Ramsay (Chair) Rev'd Warren McNeil Fr Gerard Mitchell SJ Mrs Linda Ward Mrs Yvonne Ho The Charity may, by ordinary resolution, appoint a person who is willing to be a director.
GOVERNING DOCUMENT	Memorandum and Articles of Association Incorporated 16th July 2013 as amended by special resolution registered at Companies House on 26th February 2014.
ACTIVITIES	Ealing Foodbank helps to relieve poverty through the provision of food parcels to those in crisis, in partnership with local care agencies who refer clients in crisis to us.
OBJECTS	The prevention or relief of poverty in the London Borough of Ealing and surrounding areas in particular but not exclusively by providing emergency food supplies to individuals in need and by such other means as the Directors may determine.
REGISTERED ADDRESS	51a St Mary's Road Ealing London W5 5RG
PRINCIPAL OFFICE	St Mellitus Hall 1 Church Road Hanwell London W7 3BB
BANKERS	The Co-operative Bank plc 1 Balloon Street Manchester M60 4EP
INDEPENDENT EXAMINER	M J Easton BSc (Hons) MBA Independent Examiners Ltd Sovereign Centre Poplars Yapton Lane Walberton West Sussex BN18 0AS

**EALING FOODBANK
(A COMPANY LIMITED BY GUARANTEE)**

**REPORT OF THE DIRECTORS
FOR THE YEAR ENDED 31ST JULY 2017**

ORGANISATIONAL STRUCTURE

The charity is a Trussell Trust Foodbank and as such follows the operational guidelines and policies of The Trussell Trust. The day to day affairs of the charity are handled by a management group consisting of a paid part time administrator, a paid part time warehouse coordinator and 2 other volunteers. The management group reports to the charity trustees.

The charity has appropriate policies in place for health and safety, safeguarding, equal opportunities and data protection. The charity carries out risk assessments.

OBJECTIVES

The charity's objects are "the prevention or relief of poverty in the London Borough of Ealing and surrounding areas in particular but not exclusively by providing emergency food supplies to individuals in need and by such other means as the Trustees may determine."

**MAIN ACTIVITIES UNDERTAKEN FOR THE
PUBLIC BENEFIT**

The charity has set up five foodbank centres in different parts of the London Borough of Ealing, namely Acton, Greenford, Hanwell, Northolt and Southall, with the Greenford centre open twice a week on Saturday mornings and Monday afternoons.

The charity gives three days nutritionally-balanced food to people in crisis who are referred to us by local frontline care agencies. In the reporting period, the charity had 257 registered referral agents.

Clients receive emergency supplies of food and other necessities such as toiletries.

The directors have had regard to the guidance issued by the Charity Commission on public benefit and consider that the work of Ealing Foodbank fully meets the requirements.

ACHIEVEMENTS AND PERFORMANCE

2,145 clients visited one of our five foodbank centres and received sufficient food for themselves and their immediate households for three days. The total number of people in food crisis who were fed was 4,916 (3,039 adults and 1,877 children).

Donations of non-perishable food were received from churches, schools and individuals and food collection drives were held at supermarkets: Waitrose West Ealing and Tesco, Hoover building. Volunteers transported the donated food to our warehouse where it was weighed and sorted ready for delivery to the foodbank centres. 48.3 tonnes of food were donated and 52.4 tonnes of food were distributed in the reported period.

New volunteers were trained to meet and greet clients in the foodbank centres. The charity continues to use Twitter, Facebook and a website to circulate information about events and news updates.

Ealing Foodbank continues to partner with Help Through Crisis which gives further longer term support and advice to clients who meet their criteria. This is through Crisis Navigators attending foodbank sessions at each location.

PUBLIC BENEFIT STATEMENT

2,145 people in food crisis have visited our centres and received emotional support, tea/coffee and cake, and information on where to go for further support. 4,916 people have been fed for three days. Trussell Trust figures clearly state that we are counting the number of people to whom we have given three days' food - these are not necessarily unique people.

**EALING FOODBANK
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**REPORT OF THE DIRECTORS (continued)
FOR THE YEAR ENDED 31ST JULY 2017**

FINANCIAL REVIEW

Total income for the period £77,635
Total spending for the period £56,081

The charity has a reserve policy of maintaining four months of expenditure in cash. This is held to ensure the continuance of operation of the charity in unforeseen circumstances.

Ealing Foodbank is extremely grateful to an anonymous donor for a generous donation of £60,000.

The charity has two part-time paid members, responsible for administration and overseeing the warehouse operations and at the end of the period was recruiting a further part time paid member as Administrative Assistant. Approximately 180 unpaid volunteers are involved in the operation of Ealing Foodbank.

Ealing Foodbank has reviewed the Financial Controls in this period.

RISK MANAGEMENT

The Management Committee conducts a review of the major risks to which the charity is exposed. A risk register has been established and is reviewed on a regular basis.

STATEMENT OF DIRECTOR'S RESPONSIBILITIES

The Charities Act and the Companies Act require the Board of Directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Board is required to :-

- i). select suitable accounting policies and then apply them consistently,
- ii). make judgements and estimates that are reasonable and prudent,
- iii). prepare financial statements on a going concern basis unless it is inappropriate to presume that the company will continue in business,
- iv). state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements.

The Directors are also responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which are sufficient to show and explain the charity's transactions and enable them to ensure that the financial statements comply with the Companies Act 2006 and comply with regulations made under the Charities Act. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Directors are also responsible for the contents of the Report of the Directors, and the responsibility of the independent examiner in relation to the Report of the Directors is limited to examining the report and ensuring that, on the face of the report, there are no inconsistencies with the figures disclosed in the financial statements.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

I approve the attached statement of financial activities and balance sheet for the period ended 31st July 2017, and confirm that I have made available all information necessary for its preparation.

Approved by the Directors on the.....19/7/18.....

Signed on their behalf by DirectorC. Ramsay.....

Print Name: Rev'd. Christopher Ramsay.

EALING FOODBANK
(A COMPANY LIMITED BY GUARANTEE)

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST JULY 2017

(Incorporating Income & Expenditure Account)

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2017 £	TOTAL 2016 £
INCOME						
Incoming Resources from Generated Funds						
Donations & legacies	3a	71,072	-	6,392	77,464	85,434
Other trading activities	3b	-	-	-	-	562
Income from investments	3c	17	-	-	17	36
Other income	3d	154	-	-	154	1,885
TOTAL INCOME		71,243	-	6,392	77,635	87,917
EXPENSES						
Cost of Generating Funds						
Expenditure on raising funds	4a	267	-	-	267	1,672
Expenditure on charitable activities	4b	50,424	-	5,390	55,814	38,612
Other expenditure	4c	-	-	-	-	366
TOTAL EXPENSES		50,691	-	5,390	56,081	40,650
NET INCOMING/ (OUTGOING)		20,552	-	1,002	21,554	47,267
Funds Brought Forward		82,964	-	307	83,271	36,004
TOTAL FUNDS CARRIED FORWARD		103,516	-	1,309	104,825	83,271

Movements on all reserves and all recognised gains and losses are shown above. All of the organisation's operations are classed as continuing.

The notes on pages 8 to 12 form part of these financial statements.

**EALING FOODBANK
(A COMPANY LIMITED BY GUARANTEE)**

**BALANCE SHEET
AS AT 31ST JULY 2017**

	Note	Unrestricted Funds £	Restricted Funds £	31-Jul-17 Total £	31-Jul-16 Total £
Fixed Assets					
Tangible Assets	2	11,405	-	11,405	-
Current Assets					
Debtors & Prepayments	7	574	-	574	811
Cash at Bank and in Hand	6	94,488	1,379	95,867	85,713
Total Current Assets		95,062	1,379	96,441	86,524
Creditors: amounts falling due within one year	8	2,951	70	3,021	3,253
NET CURRENT ASSETS		92,111	1,309	93,420	83,271
TOTAL ASSETS less current liabilities		103,516	1,309	104,825	83,271
Creditors: amounts falling due in more than one year		-	-	-	-
NET ASSETS		103,516	1,309	104,825	83,271
Funds of the Charity					
General Funds		103,516	-	103,516	82,964
Designated Funds		-	-	-	-
Restricted Funds	5	-	1,309	1,309	307
Total Funds		103,516	1,309	104,825	83,271

For the period ending 31st July 2017 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

DIRECTORS' RESPONSIBILITIES

The Directors are satisfied that for the period ended on 31st July 2017 the charitable company was entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006 and that no member or members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Act. However, in accordance with section 145 of the Charities Act 2011, the accounts have been examined by an Independent Examiner whose report appears on page 13.

The Directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The Directors acknowledge their responsibilities for ensuring that the company keeps proper accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit and loss for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

Approved by the Directors on the 19/2/18

Signed on their behalf by Director C. Ramsay

Print Name: Rev'd. Christopher Ramsay.

Company Registration Number: 08611832

**EALING FOODBANK
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST JULY 2017**

1. ACCOUNTING POLICIES

Basis of Preparation

The financial statements have been prepared on the historical cost basis of accounting in accordance with the Charities Act 2011, Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2015), applicable accounting standards and the Companies Act 2006. The accounts have been prepared on an ongoing concern basis. The charity meets the definition of a public benefit entity under FRS102. No restatement was required in making the transition to FRS102.

Advantage has been taken of Section 396(5) of The Companies Act 2006 to allow the format of the financial statements to be adapted to reflect the special nature of the charity's operation and in order to comply with the requirements of the SORP.

The company has taken advantage of the exemption in Financial Reporting Standard No 1 from the requirement to produce a cash flow statement.

Incoming Resources

Recognition of Incoming Resources

These are included in the Statement of Financial Activities (SOFA) when:

- the charity becomes entitled to the resources;
- the Directors are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability.

Incoming Resources with Related Expenditure

Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resource and related expenditure are reported gross in the SOFA.

Grants and Donations

Grants and Donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Tax Reclaims on Donations and Gifts

Incoming resources from tax reclaims are included in the SOFA in the same financial period as the gift to which they relate.

Contractual Income and Performance Related Grants

This is only included in the SOFA once the related goods or services has been delivered.

Gifts in Kind

Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised. Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity. Gifts in kind for use by the charity are included in the SOFA as incoming resources when receivable.

Donated Services and Facilities

These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.

Volunteer Help

The value of any voluntary help received is not included in the accounts but is described in the Directors' annual report.

Investment Income

This is included in the accounts when receivable.

**EALING FOODBANK
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31ST JULY 2017**

1. ACCOUNTING POLICIES

Investment Gains and Losses

This included any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

Expenditure and Liabilities

Liability Recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Governance Costs

Include costs of the preparation and examination of statutory accounts, the costs of the Directors' meetings and cost of any legal advice to Directors on governance or constitutional matters.

Grants with Performance Conditions

Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SOFA once the recipient of the grant has provided the specified service or output.

Changes in Accounting Policies and Previous Accounts

There has been no change to the accounting policies (variation rules and methods of accounting) since last year, and no changes to the previous accounts.

Support Costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of the resources, e.g. allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Fixed Assets

These are capitalised if they can be used for more than one year, and cost at least £500. They are valued at cost or, if gifted, at the value to the charity on receipt.

Depreciation is calculated at a rate to write off the cost of tangible fixed assets on a straight line basis over the shorter of the lease term of the building and their estimated useful lives. The rates applied per annum are as follows:

Leasehold improvement	20%
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Work has been completed on the rented building used by Ealing Foodbank and capitalised and depreciated over the term of the lease i.e. 5 years.

2. TANGIBLE FIXED ASSETS

		Unrestricted Leasehold improvement £	Total £
Cost	01-Aug-16	-	-
Additions		12,911	12,911
Cost at	31-Jul-17	<u>12,911</u>	<u>12,911</u>
Depreciation	01-Aug-16	-	-
Charge		1,506	1,506
Depreciation at	31-Jul-17	<u>1,506</u>	<u>1,506</u>
Net Book Value	31-Jul-17	<u>11,405</u>	<u>11,405</u>

EALING FOODBANK
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31ST JULY 2017

3. INCOME	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2017 £	TOTAL 2016 £
a) Donations & legacies					
Gifts & Donations	63,438	-	1,392	64,830	78,091
Gifts from Trussell Trust	4,525	-	-	4,525	4,932
Gift Aid	984	-	-	984	2,411
Grants	125	-	5,000	5,125	-
Legacies	2,000	-	-	2,000	-
	71,072	-	6,392	77,464	85,434
b) Other trading activities					
Fundraising	-	-	-	-	562
	-	-	-	-	562
c) Income from investments					
Bank Interest	17	-	-	17	36
	17	-	-	17	36
d) Other income					
Other	154	-	-	154	1,885
	154	-	-	154	1,885
4. EXPENSES					
	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2017 £	TOTAL 2016 £
a) Expenditure on raising funds					
Publicity	267	-	-	267	1,672
	267	-	-	267	1,672
b) Expenditure on charitable activities					
Administration	9,361	-	368	9,729	4,616
Buildings & Maintenance	195	-	-	195	-
Depreciation	1,506	-	-	1,506	-
Equipment	3,175	-	5,010	8,185	1,591
Hospitality	49	-	12	61	129
Independent Examination	615	-	-	615	525
Insurance	470	-	-	470	344
Membership Fee (Trussell Trust)	360	-	-	360	482
Salaries	23,348	-	-	23,348	21,344
Training & Conferences	135	-	-	135	-
Utilities	495	-	-	495	-
Warehouse - top up food stock	-	-	-	-	260
Warehouse	10,715	-	-	10,715	9,321
	50,424	-	5,390	55,814	38,612

**EALING FOODBANK
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31ST JULY 2017**

4. EXPENSES

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2017 £	TOTAL 2016 £
c) Other expenditure					
Gifts	-	-	-	-	366
	-	-	-	-	366

5. RESTRICTED FUNDS

	01-Aug-16 Balance £	Income £	Expenditure £	31-Jul-17 Balance £
Grant Hanwell Fund	307	1,392	390	1,309
Grant LFDF	-	5,000	5,000	-
	307	6,392	5,390	1,309

Grant Hanwell Fund: was a donation by the William Hobbayne Trust who only support people in W7 (Hanwell). It was used to buy equipment (shed, shelving, scales and trolley) to set up the cafe that operates out of St Mellitus church.

Grant LFDF: was a grant given by Trussell Trust's London Foodbank Development Fund for the purchase of various warehouse equipment including shelving, racking, ladders, bench and storage boxes.

The restricted funds are wholly represented by the Charity's cash reserves.

6. CASH AT BANK AND IN HAND

	Unrestricted Fund £	Restricted Fund £	Total 31-Jul-17 £	Total 31-Jul-16 £
Current Account	94,392	1,379	95,771	85,525
Petty Cash	96	-	96	188
	94,488	1,379	95,867	85,713

7. DEBTORS AND PREPAYMENTS

	Unrestricted Fund £	Restricted Fund £	Total 31-Jul-17 £	Total 31-Jul-16 £
Donations	574	-	574	811
	574	-	574	811

8. CREDITORS AND ACCRUALS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Unrestricted Fund £	Restricted Fund £	Total 31-Jul-17 £	Total 31-Jul-16 £
Accounts Payable	2,336	70	2,406	2,728
Independent Examination	615	-	615	525
	2,951	70	3,021	3,253

**EALING FOODBANK
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**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31ST JULY 2017**

9. CREDITORS AND ACCRUALS: AMOUNTS FALLING DUE IN MORE THAN ONE YEAR

There were no Creditors or Accruals falling due in more than one year during this Financial Period (2015/16: £Nil).

10. STAFF COSTS AND NUMBERS

	31-Jul-17 £	31-Jul-16 £
Gross Wages and Salaries	23,348	21,344
Employer's National Insurance Costs	-	-
Pension Contributions	-	-
	<u>23,348</u>	<u>21,344</u>

Employees who were engaged in each of the following activities:

	31-Jul-17 TOTAL	31-Jul-16 TOTAL
Management and administration	2	2

No employees received emoluments in excess of £60,000. Staff were paid on a self employed basis.

11. DIRECTORS AND OTHER RELATED PARTIES

No payments were made to Directors or any persons connected with them during this Financial Period. No material transaction took place between the organisation and a Director or any person connected with them.

12. RISK ASSESSMENT

See the Report for Directors on Page 5.

13. RESERVES POLICY

See the Report for Directors on Page 5.

14. PUBLIC BENEFIT

See the Report for Directors on Page 5.

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

Report to the Directors/Members of the Ealing Foodbank on the accounts for the period ended 31st July 2017 set out on pages 3 to 12.

RESPECTIVE RESPONSIBILITIES OF DIRECTORS AND EXAMINER

As described on page 5 & 7, the Charity's trustees (who are also the Directors of the company for the purposes of company law) are responsible for the preparation of the financial statements. The Directors are satisfied that the audit requirement of Section 144(1) of the Charities Act 2011 (the Act) does not apply, and that there is no requirement in the governing document or constitution of the Charity for the conducting of an audit. As a consequence, the Directors have elected that the financial statements be subject to independent examination.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for an independent examination, It is my responsibility to:

- i). examine the accounts under section 145 of the Act;
- ii). to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the Act and;
- iii). to state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S STATEMENT

I conducted my examination in accordance with the General Directions given by the Charity Commissioners for England & Wales in relation to the conducting of an independent examination, referred to above. An independent examination includes a review of the accounting records kept by the Charity and of the accounting systems employed by the Charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from you as Directors concerning such matters. The purpose of the examination is to establish as far as possible that there have been no breaches of the Charities legislation and that the financial statements comply with the SORP, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements.

The procedures undertaken do not provide all the evidence that would be required in an audit, and information supplied by the Directors in the course of the examination is not subjected to audit tests or enquiries, and consequently I do not express an audit opinion on the view given by the financial statements, and in particular, I express no opinion as to whether the financial statements give a true and fair view of the affairs of the charity, and my report is limited to the matters set out in the statement below.

I planned and performed my examination so as to satisfy myself that the objectives of the independent examination are achieved and before finalising the report I obtain written assurances from the Directors of all material matters.

INDEPENDENT EXAMINER'S STATEMENT

In the course of my examination, no matter has come to my attention

- i). which gives me reasonable cause to believe that in, any material respect, the Directors requirements:
 - to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of recommended Practice: Accounting and Reporting by Charities, have not been met; or
- ii). to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

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Date: 27th February 2018.