



NOURISH COMMUNITY FOODBANK

**Report and Financial Statements
For 1 January 2013 to 31 March 2014**

**Charity Number 1154716
Registered Company Number 8303764**

Nourish Community Foodbank Ltd

Board of Trustees

Robert Avery
Alison Green
Paul Haines
Richard Hardingham (until March 2014)
Helen Lindop
Olga Johnson (Co-Chair)
Jane Mars
Jackie Osborne
Carol Stone
Adrian Tofts
Carole Wanless (Co-Chair)
Carole Wilson

Administrative Information

Postal Address (and food collection point): YMCA, 14-18 Goods Station Road, Royal Tunbridge Wells, Tunbridge Wells, Kent TN1 2BL

Food Collection and Storage: Big Yellow Storage Longfield Road, Tunbridge Wells, Kent TN2 3UE

Registered Office: Cripps LLP Wallside House, 12 Mount Ephraim Road, Tunbridge Wells, Kent TN1 1EG

Bankers: Natwest Bank, 89 Mount Pleasant Road, Tunbridge Wells, Kent TN1 1QJ

Aims and Objectives

Nourish is a volunteer-led community initiative set up in late 2012 in response to the increasing numbers of low income working households who can't make ends meet once they have paid their bills, and those individuals and families hit by welfare benefit cuts or unemployment. Our aim is "No one need be hungry in Tunbridge Wells".

Objects

The charity's objects are:

- 1 To promote the relief of financial hardship amongst people living or working in Tunbridge Wells and its surrounding area by providing such persons with short-term emergency food parcels which they could not otherwise afford through lack of means
- 2 To work collaboratively with and for the benefit of the inhabitants of Tunbridge Wells and its surrounding area without the distinction of sex or age of political, religious or other opinions, in order to meet local need, challenge social exclusion and to deliver an effective and proactive service which empowers people to access appropriate support and the resources to help them move forward with their lives in a manner which now is or hereafter may be considered by law to be charitable.

How our activities deliver public benefit

Nourish provides short-term emergency support in a crisis to individuals and families within the town of Tunbridge Wells, including Southborough and Rusthall and also in Tonbridge, Wadhurst and Crowborough. We hope to expand our areas of coverage in future years.

To qualify for help, families and individuals have to be referred to Nourish by a professional care organisation, such as Social Services, DAVSS, Local housing groups, Citizens Advice Bureau, Age UK etc. We also work with Churches, Schools and Doctors Surgeries.

People are referred to Nourish for a wide variety of reasons such as problems with benefits, domestic violence, low or delayed wages, debt and homelessness. It is often the case that the underlying issues are complex and the need for referral to Nourish is caused by a multitude of factors and it is important for us to understand the underlying reasons why people need to use our service.

Nourish is reliant on food and funding donated by the public, local businesses, supermarkets, manufacturers and charitable trusts.

Our 62 volunteers, all DBS checked, range in age from 17 to 70. They sort and date order food in our storage area at Big Yellow Storage in Tunbridge Wells and pack it into food parcels for families and individuals to last them for three days. We operate a doorstep delivery using volunteer drivers rather than asking people to pick up their food from a central point, thus enabling us to ensure confidentiality.

Front line care professionals such as health professionals, social workers, family liaison officers, housing support workers, keyworkers, police, voluntary agencies such as CAB and Age UK TW and community referrers identify people in need and refer on to Nourish. We work with a wide variety of referral agents who are best placed to establish a criteria of need and ensure that it is genuine.

We strive to discourage a culture of dependency, preferring to support families and individuals in crisis until they are able to move on. Our policy is to issue a maximum 12 bags to a family or individual in any 12-month period.

As we develop, we'll also signpost to longer-term support and advice and help people acquire skills, including cooking, budgeting and dietary skills, as well as employment & training advice.

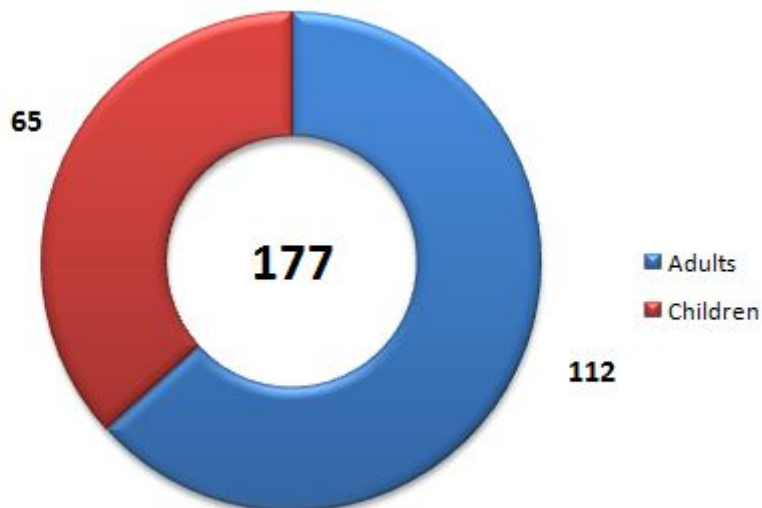
It's not just about food. The consequences of food poverty can be far reaching, including increased crime, loss of tenancies, mental health problems and family breakdown. Nourish can help provide more positive outcomes by offering a period of respite and an opportunity for change.

Nourish in Numbers

22nd November 2012 - 31st March 2013

People Fed

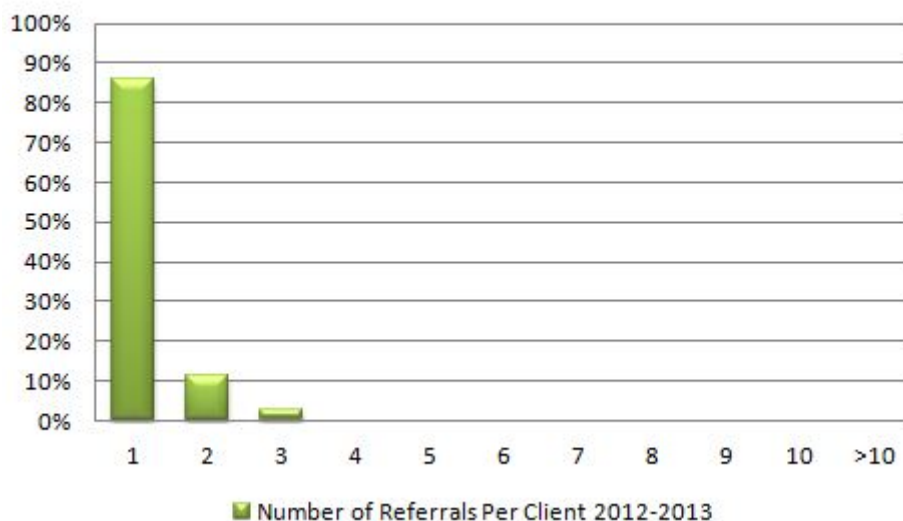
177 people in crisis in Tunbridge Wells and surrounding areas were provided with three days' emergency food.



- In the year **2012/2013** we provided food for **177** people
- **37%** of these were **children** under 18
- **91** separate **referrals** were made to us

We support people on an emergency, short-term basis and help them by signposting on to agencies so that the underlying issues can be resolved. More than **85%** of our clients had just one referral during the 2012-2013 financial year.

Number of Referrals Per Client



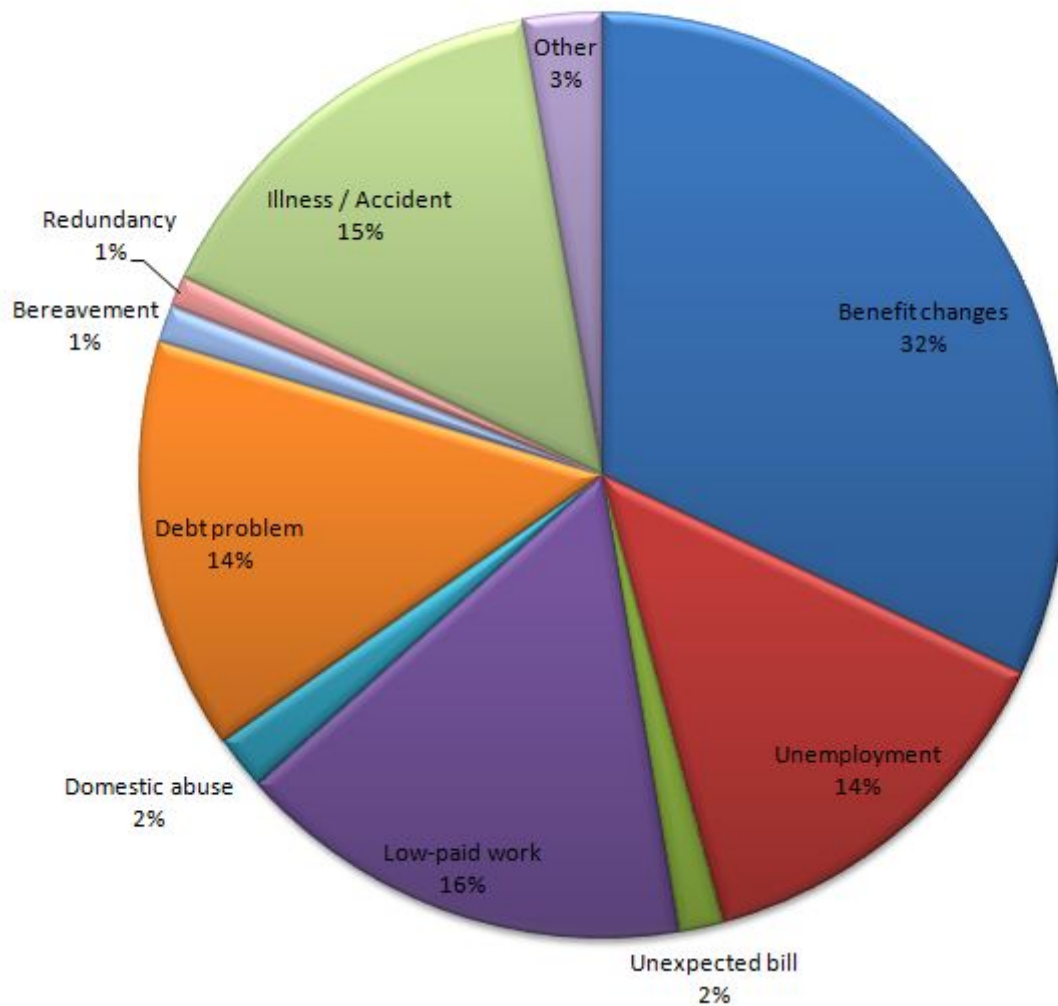
- Most clients – **86%** - needed **only one foodbag**
- **100%** of our referrals were for people using our service **three times or less**

Reasons For Referral

Below is a summary of why people had the need for Nourish in 2012-

2013. Unemployment/Redundancy, Debt Problems and Benefit Changes tend to follow someone losing their job and all three account for 61% of the reasons why people used our service in 2012-2013.

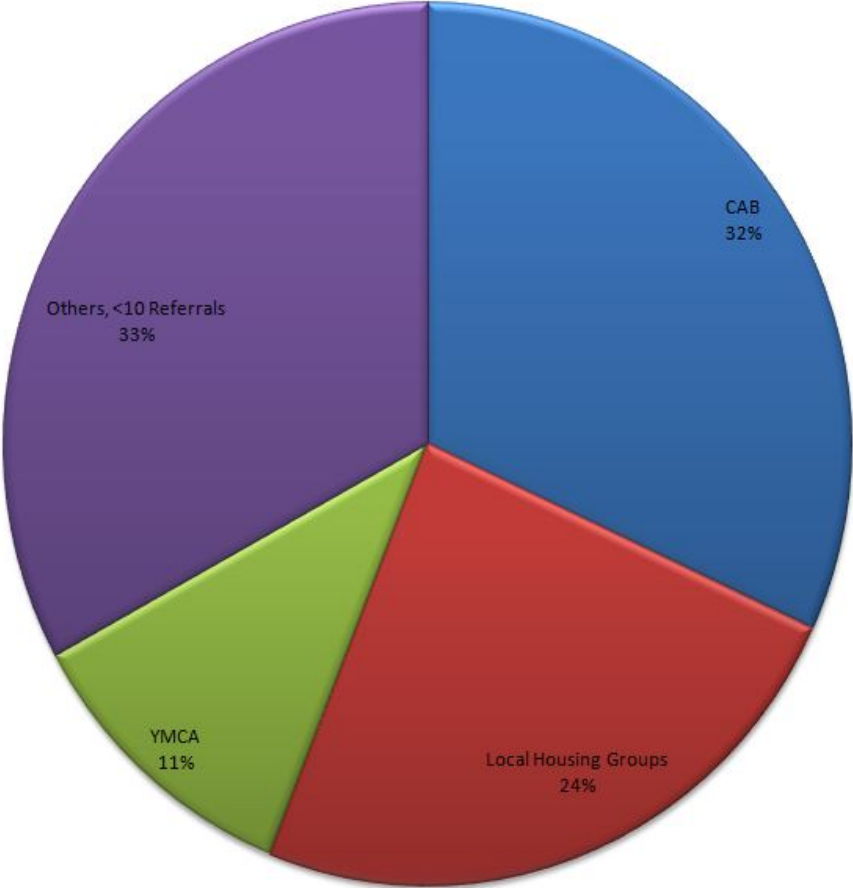
Reasons For Referral 2012-2013



Referral Agencies

During 2012-2013 we worked with 14 frontline agencies across Tunbridge Wells. They made 91 referrals to Nourish.

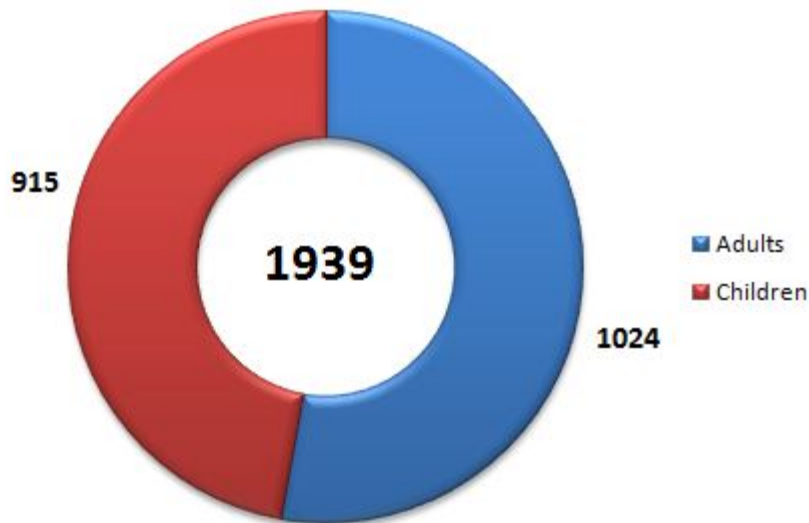
Referrals per Agency 2012-2013



1st April 2013 - 31st March 2014

People Fed

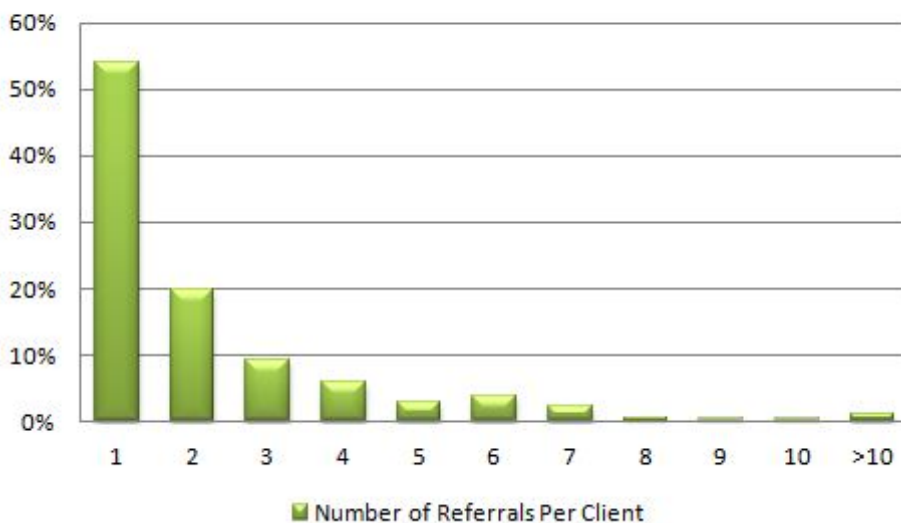
1939 people in crisis in Tunbridge Wells and surrounding areas were provided with three days' emergency food.



- In the year **2013/2014** we provided food for **1939** people
- **47%** of these were **children** under 18
- **793** separate **referrals** were made to us

We support people on an emergency, short-term basis and help them by signposting on to agencies so that the underlying issues can be resolved. More than half - **54%** - of our clients had just one referral during the 2013-2014 financial year.

Number of Referrals Per Client



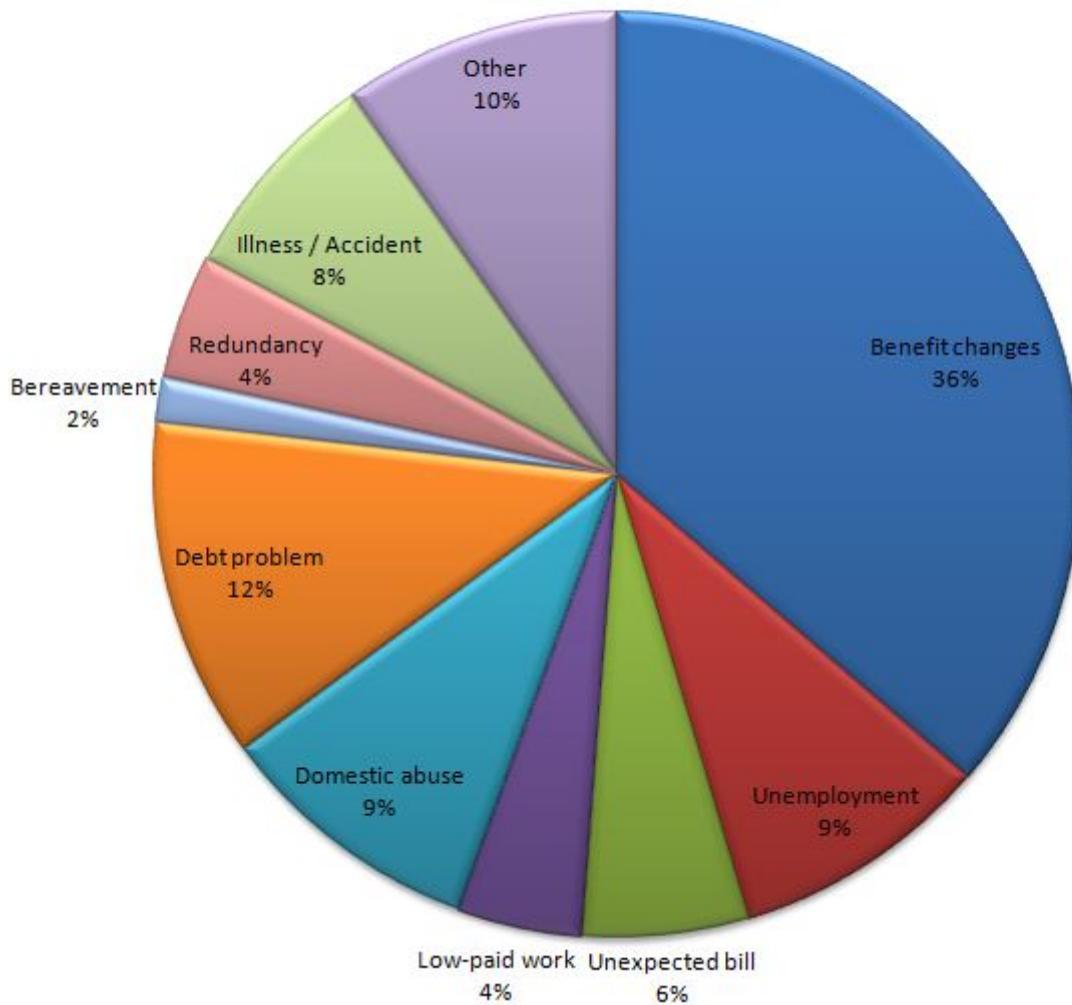
- Over half of clients – **54%** - needed **only one foodbag**
- **83%** of our referrals were for people using our service **three times or less**

Reasons For Referral

Below is a summary of why people had the need for Nourish in 2013-

2014. Unemployment/Redundancy, Debt Problems and Benefit Changes tend to follow someone losing their job and all three account for 61% of the reasons why people used our service in 2013-2014.

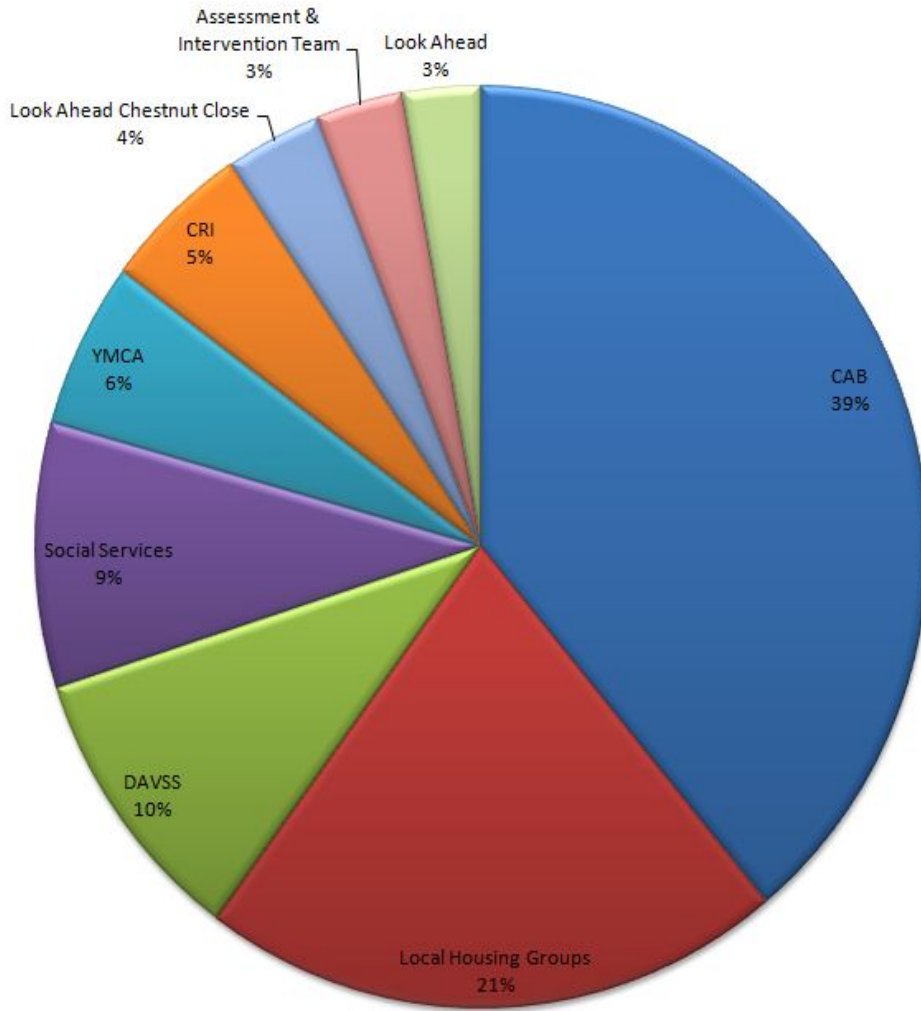
Reasons For Referral 2013-2014



Referral Agencies

We significantly increased the number of referral agencies that worked alongside Nourish in 2013 and during 2013-2014 we worked with 44 frontline agencies across Tunbridge Wells. They made 793 referrals to Nourish.

Referrals per Agency 2013-2014



Financial Review

The charity is reliant on grants and donations to operate. Although the majority of food and other necessities for distribution are donated, and the foodbank can only function because of the enormous amount of volunteer time involved, the charity also needs to pay for the following: fresh food (vouchers are given out for meat and fruit/vegetables), operations management, rent for storage, packaging and storage equipment, petrol, volunteer expenses, DBS checks, producing information to make sure people know about the service and how to be referred and the usual administration costs of any charity such as telephones, postage, stationery and website costs. The charity ended the period to 31 March 2014 with a surplus of £1,333 and because of its reliance on donations hopes in the future to build up unrestricted reserves of initially at least three months of operating costs. As a new organisation, with the expectation of increased demand for its services, we anticipate operating costs needing to exceed £30,000 in subsequent years.

The charity's turnover for the period was below the threshold for which an independent examination of its accounts is required.

Structure, Governance and Management

The organisation is a charitable company limited by guarantee, incorporated 22 November 2012 and registered as a charity 24 November 2013. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association.

The directors of the company are also charity trustees for the purposes of charity law.

All trustees give their time voluntarily and received no benefits from the charity. No expenses were claimed from the charity during this period. Trustees met monthly during the period to 31 March 2014.

The membership of the board of trustees is intended to reflect the knowledge and skills required to manage a local foodbank and new trustees are invited to join as necessary areas of expertise are identified. Potential new trustees are interviewed and briefed by the Co-chairs and invited to attend board meetings as observers before joining.

The charity has no employees and contracts freelance expertise and uses volunteers to manage its food collection and distribution, referrals and administration.

During 2014/15 policies, handbooks, induction, training and arrangements for meetings (for trustees and all other volunteers) are being developed to reflect the growth of the organisation and good practice for a charity of this size.

Support and donations

Nourish Community Foodbank is grateful to all those who have supported it in its first 15 months of operation and who continue to do so with donations of food, money, time and facilities such as premises, printing, storage, collection points and general encouragement. They are too numerous to mention here but every pound/hour/tin or packet is welcomed and used to help those who we seek to help. Businesses, voluntary groups, charities, churches, local associations, the media, schools and hundreds of individuals have shown amazing understanding and commitment to the needs we are trying to meet.

Nourish would like to express their huge thanks for the ongoing funding and support of its principal funder, The Town and Country Foundation, which was key in helping turn this project from an idea into a reality. The trustees would like to express their utmost gratitude to Kent County Council for grant funding, and to Tunbridge Wells Borough Council for allowing Nourish to use both the Gateway and an office in the Town Hall as a base for administration as well as making a grant to the charity to help with running costs.

Nourish Community Foodbank is delighted to be working with the Big Yellow Self Storage Company in Tunbridge Wells who are kindly supporting us with our most recent activity. Big Yellow have provided us with free and discounted storage space, allowing us a safe working environment to collect, store and sort through all of our donated items.

Nourish would like to thank the West Kent YMCA warehouse for providing us with a central Tunbridge Wells collection point for food donations

Creaseys is a firm of accountants based in Tunbridge Wells which nominated Nourish as their charity of the year for 2014. They have undertaken a wide range of activities to successfully raise funds and the profile of Nourish during the year and their support and enthusiasm has been enormously appreciated.

Additional thanks:

The trustees want to thank Joelle Laws and Vix Daniell for all their valuable expertise and work to get the food bank up and running, and to Dawn Stanford, contracted as Operations Manager since the summer of 2013.

Accounts for the period 1 January 2013 to 31 March 2014

Statement of financial activities

	Unrestricted funds	Restricted income funds	Total this year
	£	£	£
Incoming resources (Note 3)			
Incoming resources from generated funds			
Voluntary income	24,565		24,565
Activities for generating funds	-	-	-
Incoming resources from charitable activities	-	-	-
Other incoming resources	-	-	-
Total incoming resources	24,565	-	24,565
Resources expended (Notes 4-8)			
Costs of Generating Funds			
Costs of generating voluntary income	-	-	-
Fundraising trading costs	-	-	-
Charitable activities	20,970	-	20,970
Governance costs	2,262	-	2,262
Other resources expended	-	-	-
Total resources expended	23,232	-	23,232
Net incoming/(outgoing) resources before transfers	1,333	-	1,333
Gross transfers between funds	-	-	-
Net incoming/(outgoing) resources before other recognised gains/(losses)	1,333	-	1,333
Other recognised gains/(losses)			
Gains and losses on revaluation of fixed assets for the charity's own use	-	-	-
Gains and losses on investment assets	-	-	-
Net movement in funds	1,333	-	1,333
Total funds brought forward	-	-	-
Total funds carried forward	1,333	-	1,333

Accounts for the period 1 January 2013 to 31 March 2014

Balance sheet

income funds	Unrestricted funds		Restricted
	Total this year		£
	£	£	£
Fixed assets			
Tangible assets (Note 9)	-	-	-
Investments (Note 10)	-	-	-
Total fixed assets	-	-	-
Current assets			
Stock and work in progress	-	-	-
Debtors (Note 11)	-	-	-
(Short term) investments	-	-	-
Cash at bank and in hand	6,676	-	6,676
Total current assets	6,676	-	6,676
Creditors: amounts falling due within one year (Note 12)	5,343	-	5,343
Net current assets/(liabilities)	1,333	-	1,333
Total assets less current liabilities	1,333	-	1,333
Creditors: amounts falling due after one year (Note 12)	-	-	-
Provisions for liabilities and charges	-	-	-
Net assets	1,333	-	1,333
Funds of the Charity			
Unrestricted funds	1,333	-	1,333
Restricted income funds (Note 13)	-	-	-
Total funds	1,333	-	1,333

Audit Exemption Statement

For the year ending 31 March 2014 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

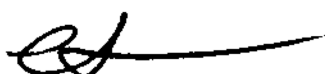
- the members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476
- the directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts
- these accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime

Signed on behalf of all the trustees

NAME: CAROL STONE

SIGNATURE

DATE



28/7/14

Accounts for the period 1 January 2013 to 31 March 2014

NOTES

Note 1 Basis of preparation

These accounts have been prepared on the basis of historic cost in accordance with Accounting and Reporting by Charities – Statement of Recommended Practice (SORP 2005); and with the Charities Act.

Note 2 Accounting policies

This standard list of accounting policies has been applied by the charity

INCOMING RESOURCES

Recognition of incoming resources	These are included in the Statement of Financial Activities (SoFA) when: <ul style="list-style-type: none">· the charity becomes entitled to the resources;· the trustees 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 resources 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 at the same time 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 have 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 trustees' annual report.
Investment income	This is included in the accounts when receivable.
Investment gains and losses	This includes 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 trustee meetings and cost of any legal advice to trustees 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.
Grants payable without performance conditions	These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity.
Support Costs	Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, eg allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.
ASSETS	
Tangible fixed assets for use by charity	These are capitalised if they can be used for more than one year, and cost at least £500. They are valued at cost or a reasonable value on receipt.
Investments	Investments quoted on a recognised stock exchange are valued at market value at the year end. Other investment assets are included at trustees' best estimate of market value.
Stocks and work in progress	These are valued at the lower of cost or market value.

Note 3	Analysis of incoming resources		This year
		Analysis	£
Voluntary income	Grants		14,692
	Donations - from individuals and private organisations		5,987
	In-kind donations of storage space		1,040
	In-kind donations of food (recognised in the accounts when distributed)		2,846
		Total	24,565

Note 4	Analysis of resources expended		This year
		Analysis	£
Charitable activities	Support costs		10,582
	Food supply (food, storage and distribution)		8,111
	Administration and communication		2,278
			-
			-
		Total	20,970
Governance costs	Professional fees		2,222
	Other		40
			-
		Total	2,262

Note 5	Support Costs			Total Cost
	Fundraising activity	Charitable Activity	Governance Activity	
Support cost type	£	£	£	£
Co-ordination	-	9,726	-	9,726
Volunteer costs	-	856	-	856
Total	-	10,582	-	10,582

Note 6 **Trustee expenses**
No trustees were paid any expenses during the period

Note 7 **Paid employees**
The charity had no paid employees during the period

Note 8 **Grantmaking**
The charity made no grants

Note 9 **Tangible fixed assets**
The charity has no tangible fixed assets (ie assets valued at over £500 per item)

Note 10 **The charity has no Investment assets**

Note 11 **Debtors and prepayments**

Analysis of debtors	Amounts falling due within one year	Amounts falling due after more than one year
	This year	This year
	£	£
Trade debtors	-	-
Amounts due from subsidiary and associated undertakings	-	-
Other debtors	-	-
Prepayments and accrued income	-	-
Total	-	-

Note 12 **Creditors and accruals**

12.1 Analysis of creditors

	Amounts falling due within one year	Amounts falling due after more than one year
	This year	This year
	£	£
Loans and overdrafts	-	-

Trade creditors	357	-
Amounts due to subsidiary and associated undertakings	-	-
Other creditors	-	-
Accruals and deferred income	4,986	-
Total	5,343	-

Note 13 The charity has no endowment or restricted income funds

Note 14 Transactions with related parties

There have been no transactions with related parties or loans during the period