Charity Registration Number: 1154619

GLEADLESS VALLEY FOODBANK

REPORT AND ACCOUNTS

YEAR ENDED 30 SEPTEMBER 2025

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GLEADLESS VALLEY FOODBANK

LEGAL AND ADMINISTRATIVE INFORMATION

YEAR ENDED SEPTEMBER 2025

Full name:	**Gleadless Valley Foodbank**
Registered charity number:	1154619
Registered office & principal address:	189 Blackstock Road Sheffield S14 1FX
Trustees:	Colin Havard Catrina-May Connolly Katherine Steele – resigned 16 July 2025 Barry Evans – resigned 14 February 2026 Joshua Bearn - Treasurer
Bankers:	The Co-operative bank 60/62 Pinstone Street Sheffield S1 1HN
Independent Examiner:	Faye Hazlehurst FMAAT Community Accountant FH Accountancy Services Anston Sheffield S25 4JU

The trustees present their annual report together with the financial statements for the year ending 30 September 2025. The trustees have prepared the accounts on a Receipts and Payments basis, in accordance with the provisions of the Charities Act 2011 pertaining to smaller charities.

Structure, governance and management

Gleadless Valley Foodbank is a Charitable Incorporated Organisation, registered with the Charity Commission on 18 November 2013, charity number 1154619. The charity is governed by a Foundation Model Constitution, dated 15 November 2013. Under those Articles the trustees are responsible for the management of the affairs of the charity, for which purpose they may exercise all powers of the charity.

Appointment of trustees

The Trustees have previously been chosen from members of the church communities who were initially involved in the formation of the Foodbank.

The minimum number of charity trustees is 3 and the maximum number is 12.

Charitable aims and objectives

The objects of the charity as set out in the governing document are:

Establishing and running a Foodbank to provide food and related support to people in need, hardship, distress or poverty in Gleadless Valley and the surrounding area.

Activities undertaken for the public benefit

In order to achieve the charity's aims, the trustees have paid due regard to the public benefit guidance published by the Charity Commission. Public benefit is included in the information above.

Activities undertaken during the period

The past 12 months have been a period of stability for Gleadless Valley Foodbank, following a previous period of significant change.

In April 2024, a new committee stepped forward to take over from the previous committee and began the process of re-establishing the foodbank. This was not a straightforward task. The foodbank had previously operated as part of the Trussell Trust network and had benefited from their systems, processes, and operational guidance. As this support was no longer available, we needed to rebuild as an independent foodbank from the ground up.

Having undertaken that work in the prior year, we have been able to stabilise during the current reporting period. Importantly, the foodbank has remained open throughout the entire year, providing consistent support to those in need. This stability is due in large part to the retention of our Foodbank Manager and many of our dedicated volunteers. People are at the heart of everything we do, and this strong foundation has enabled us to deliver a vital and reliable service to the community.

Over the last 12 months, we have supported 189 projects and initiatives, allowing us to fulfil our public benefit objectives. While the provision of emergency food remains central to our work, we have also been able to offer wider support and opportunities for local people, helping to build community resilience and reduce longer-term hardship.

Activities undertaken during the period continued

We have also worked hard to strengthen our Board of Trustees. We are pleased to welcome Josh Bearn as Treasurer, and we have recently appointed additional trustees. Together, they bring a wide range of skills and experience, providing the governance and strategic oversight needed to support our future development.

During the year, we have prioritised strengthening our internal systems and safeguarding processes. We have implemented the necessary measures to ensure that we operate as a safe, effective, and well-managed organisation following the challenges of the previous period. These improvements place us in a strong position and enable our manager and volunteers to carry out their roles with confidence and to the highest possible standards.

Future plans

Going forward into 2026 we aim to continue our delivery of emergency food and the food pantry, whilst looking to develop use of the extra shop spaces that will become available to us. We plan to do this in partnership with other providers in the area and taking into account both the needs of our local community and the provision of other organisations.

In addition, we plan to solidify our governance by adding skills and experience to our Board and reviewing our policies and procedures, as relevant.

Policy on Reserves

The charity has adopted a reserves policy, commencing 1 April 2025. This will support the charity through peaks and troughs of cashflow; and any unforeseen operational costs such as resource cover for long term sickness; to allow time to organise alternative funding should funder(s) withdraw their funding and to be able to react to an unplanned opportunities. The trustees aim to maintain free reserves in unrestricted funds at a level which equate to approximately three months or 25 per cent of operational cost expenditure plus potential statutory redundancy liabilities.

Unrestricted Reserves Target
Based on a forecast cost base for the financial year ending September 2025:
Annual operational costs of £45,000 x 25% = £11,250.
Redundancy costs applicable on 31 July 2026 are £5,400, these have been calculated using statutory redundancy calculations. Total unrestricted reserves required at 30 September 2025 is £16,650.

The reserve fund will be recorded within charity's financial records as 'Reserves' and will be maintained within charity's general bank account.

There are no immediate plans to consider investment of any reserves until they reach a material level where it would be beneficial for the charity to do so.

The reserves position is reviewed regularly on a quarterly basis by the trustees. The reserves policy and level of reserve requirement is reviewed regularly and as a minimum, on an annual basis at each year end.

At the year ending 30 September 2025, the reserves held by the charity (represented by unrestricted funds) were £14,779 (2024: £19,940).

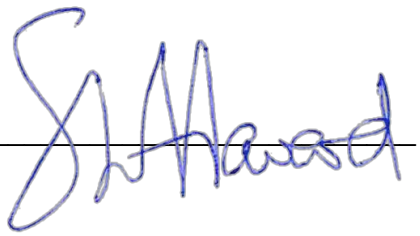
Financial review
In common with other charities of a similar size and nature, Gleadless Valley Foodbank has limited resources, and its ongoing operations are currently dependent on funding from grant providers, together with financial support from donors. This year the charity has raised income from room hire and the Pantry and hope to build on being more self-sufficient.

The financial statements are set out in pages 8 to 12. During the year the charity generated income of £49,860 which includes donated food of £18,711 (2024: £47,557, no donated food declared). Total expenditure during the year was £66,445 (2024: £105,511), giving a deficit for the year of £16,585 (2024: deficit of £57,954).

Total funds of the charity at year-end stand at £17,463 (2024: £34,048). The reserves of the charity, represented by unrestricted funds, have decreased from the previous year to £14,779 (2024: £19,940).

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

Signed on behalf of the charity's trustees:

Signed:  Date: 29th July 2026

Print name: Colin Havard

I report to the trustees on my examination of the charity accounts set out on pages 8 to 12 for the year ended 30 September 2025.

Responsibilities and basis of report
As charity trustees 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 charity's accounts carried out under section 145 of the Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiners statement
I have completed my examination. I have identified matters of concern that give me reasonable cause to believe that:

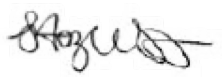
1. accounting records were not kept in respect of the Charity as required by section 130 of the Act; or

2. the accounts do not accord with those records.

The receipt and payment accounts prepared for the Charity show receipts, including donated food of £49,860 and payments of £66,445. Receipts and payments were selected at random for sample selection, although improvements have been made from 2024 with evidence recording there were still a number of receipts/invoices the charity was unable to provide; some of the values were sizeable.

Whilst there was some analysis of restricted funds, this was grouped together as a whole so it was unclear which funder the expenditure related to. Grants of £14,108 were brought forward from the previous financial year, the charity has been in a period of upheaval, and another new Treasurer is in place, they are aware of the shortcomings in record keeping and the analysis of restricted funds and note that more care and controls are needed.

I can confirm that there are no other matters to which attention should be drawn to enable a proper understanding of the accounts to be reached.

Signed: 

Faye Hazlehurst FMAAT
Community Accountant
FH Accountancy Services
Anston
Sheffield
S25 4JU

Date: 29 July 2026

GLEADLESS VALLEY FOODBANK

RECEIPTS AND PAYMENTS

YEAR ENDED 30 SEPTEMBER 2025

		Unrestricted Funds	Restricted Funds	Total 2025	Unrestricted Funds	Restricted Funds	Total 2024
Receipts		£	£	£	£	£	£
Grants	**2**	1,500	-	1,500	1,000	22,352	23,352
Donated food	**3**	18,711	-	18,711	-	-	-
Church donations		-	-	-	249	-	249
Room hire		1,500	-	1,500	-	-	-
Donations		15,452	-	15,452	16,115	-	16,115
Food (Pantry)		5,115	-	5,115	-	-	-
Charity shop income		-	-	-	289	-	289
Tesco Top Up		-	-	-	1,393	-	1,393
Just Giving		772	-	772	2,515	-	2,515
Gift Aid		-	-	-	395	-	395
Other income		2,310	-	2,310	3,248	-	3,248
Subtotal income		45,360	-	45,360	25,204	22,352	47,556
Asset and investment sale							
Motor Vehicle *		4,500	-	4,500	-	-	-
		4,500	-	4,500	-	-	-
Total receipts		**49,860**	**-**	**49,860**	25,204	22,352	47,556

		Unrestricted Funds	Restricted Funds	Total 2025	Unrestricted Funds	Restricted Funds	Total 2024
Payments		£	£	£	£	£	£
Wages and salaries	**7**	23,934	-	23,934	33,767	-	33,767
Payroll charges		219	-	219	226	-	226
Office and distribution centre		1,367	566	1,933	4,850	-	4,850
Admin/telephone		1,264	902	2,166	-	-	-
Rent & rates		1,871	-	1,871	-	-	-
Trussell Trust		-	-	-	-	360	360
Insurance		396	-	396	366	-	366
Stationery and Postage		-	63	63	-	-	-
Transport and Motor costs		3,625	-	3,625	2,323	-	2,323
Equipment warehouse		920	843	1,763	-	912	912
Building including light and heat		1,374	5,009	6,383	1,500	-	1,500
Food		18,753	2,017	20,770	-	1,408	1,408
Skips waste disposal		-	-	-	737	624	1,361
Charity shop costs inc utilities		-	-	-	4,438	-	4,438
Citizens Advice Bureau Sheffield		-	-	-	-	42,289	42,289
Professional fees		1,298	157	1,455	35	-	35
Management charge		-	-	-	(4,928)	4,928	-
Other expenditure		-	927	927	1,276	400	1,676
Subtotal payments		55,021	10,484	65,505	44,590	50,921	95,511
Asset purchased							
Motor vehicle		-	-	-	5,100	4,900	10,000
Refrigerator		-	940	940	-	-	-
		-	940	940	5,100	4,900	10,000
Total payments		**55,021**	**11,424**	**66,445**	**49,690**	**55,821**	105,511
Net receipts/payments		**(5,161)**	**(11,424)**	**(16,585)**	(24,485)	(33,469)	(57,954)
Cash funds brought forward		19,940	14,108	34,048	44,425	47,577	92,002
Cash funds carried forward		**14,779**	**2,684**	**17,463**	19,940	14,108	34,048

* The previous motor vehicle owned by the charity was not included on the Statement of Assets and Liabilities.

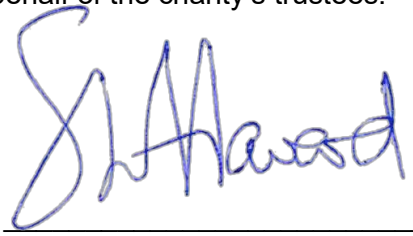
GLEADLESS VALLEY FOODBANK

STATEMENT OF ASSETS AND LIABILITIES

AS AT 30 SEPTEMBER 2025

	Note	2025	2024
Monetary Assets		**£**	**£**
Cash in hand		110	-
Bank Current Account		17,353	34,048
Total Monetary Assets		**17,463**	34,048
Represented by:			
General Unrestricted Funds		14,779	19,940
Restricted Funds	**8**	2,684	14,108
Total Funds		**17,463**	34,048
Other Assets and Liabilities			
Fixed Assets retained for the charity's own use (est present value)			
Motor Vehicle		10,000	10,000
Refrigerator		940	-
		10,940	10,000
Creditors and other liabilities			
Accountancy and IE fee		(750)	(895)
VAS payroll fees		(26)	-
		(776)	(895)

The trustees declare that they have approved the accounts above.
Signed on behalf of the charity's trustees:

Signed: 

Dated: 29th July 2026

Print name: Colin Havard

1. Accounting policies

Basis of the preparation of the accounts
The financial statements have been prepared on a receipts and payments basis. Receipts and payments accounts are statements that summarise the movement of cash into and out of the charity during the financial year.

In this context, “cash” includes cash equivalents, for example bank accounts where cash can be readily withdrawn to pay for debts as they become due.

Fund Structure
Unrestricted funds
Represents funds which are expendable at the discretion of the trustees in furtherance of the objects of the charity. Unrestricted funds may arise from general donations, fundraising activities, and grants of a general nature.

Restricted funds
Restricted funds are those funds that have been provided to the charity for a particular purpose and which may only be spent for the purposes for which they were given. Any balance remaining unspent at the end of the year is carried forward as a balance on the fund, unless permission is given by the funder to remove the restriction on the balance outstanding.

Income
All incoming resources are recognised when they are receivable and are accounted for gross.

Expenditure
The charity is not registered for VAT and all expenditure is shown inclusive of non-recoverable VAT.

2. Grants received

	Unrestricted funds £	Restricted fund £	Total funds 2025 £	Total funds 2024 £
SCC - Supporting People	-	-	-	4,900
SCC - Ward	-	-	-	4,728
SCC - New vehicle	-	-	-	4,900
SCC - CIL	-	-	-	6,824
Sheffield 1000	-	-	-	1,000
Sheffield City Council	1,500	-	1,500	1,000
	1,500	-	1,500	23,352
Total 2024	1,000	22,352	23,352	

3. Donated goods

The Receipts and Payments include the estimated value of food that has been donated and distributed by Gleadless Valley Foodbank.

The estimated cost of food has been calculated by weight at an average retail cost of £2.88 per kilogram.

4. Trustees' remuneration, benefits and expenses

Other than re-imbursed expenses there were no payments, remuneration or benefits made to trustees in this or the previous accounting period.

5. Related party transactions

One trustee was employed by Sheffield City Council, the charity received grants in this and previous financial years. Due to the reporting lines in place this isn't considered to be a conflict of interest.

There were no other related party transactions, during this or the previous financial period.

6. Independent Examiners Fee

During the period the cost of the Independent Examination and accountancy services was £750. (2024: £895).

7. Salary costs

	2025	2024
	£	£
Salaries	23,419	32,095
Employers NI	2,367	2,004
Employers Allowance	(2,367)	(2,004)
Employer Pension costs	515	515
Redundancy costs	-	1,157
	23,934	33,767

No employee received emoluments of more than £60,000.

The average number of employees during the period was 1 (2024: 3).

8. Movement in restricted funds

2025	Opening balance	Receipts	Payments	Transfers	Closing balance
	£	£	£	£	£
SCC - Supporting People	3,492	-	(808)	-	2,684
SCC - Ward	4,728	-	(4,728)	-	-
SCC - CIL	4,888	-	(4,888)	-	-
Sheffield City Council	1,000	-	(1,000)	-	-
	14,108	-	(11,424)	-	2,684

2024	*Opening balance*	*Receipts*	*Payments*	*Transfers*	*Closing balance*
	£	*£*	*£*	*£*	*£*
Trussell Trust (CAS)	*47,217*	*-*	*(47,217)*	*-*	*-*
Trussell Trust	*360*	*-*	*(360)*	*-*	*-*
SCC - Supporting People	*-*	*4,900*	*(1,408)*	*-*	*3,492*
SCC - Ward	*-*	*4,728*	*-*	*-*	*4,728*
SCC - New vehicle	*-*	*4,900*	*(4,900)*	*-*	*-*
SCC - CIL	*-*	*6,824*	*(1,936)*	*-*	*4,888*
Sheffield City Council	*-*	*1,000*	*-*	*-*	*1,000*
	47,577	*22,352*	*(55,821)*	*-*	*14,108*

Restricted fund summary

Trussell Trust

Funding to work in partnership with Citizens Advice Sheffield to users of Gleadless Valley Foodbank to access advice and to support with issues of financial hardship.

SCC – Supporting People

Funding to enable the foodbank to purchase priority items over the winter months and to support families with heating costs.

SCC Ward

Funding received for food and other essential items including support to families with utility costs.

SCC New Vehicle

Funding to purchase a new vehicle for the foodbank.

SCC – Community Infrastructure Levy

Funding towards costs of containers, skips and other shop costs.