CHARITY COMMISSION FOR ENGLAND AND WALES

Cleckheaton Foodbank	1198915

Receipts and payments accounts

CC16a

For the period from	4/1/2025	To	3/31/2026

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Donations	23,916	-	-	23,916	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total *(Gross income for AR)*	23,916	-	-	23,916	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	23,916	-	-	23,916	-
A3 Payments					
Food	34,107	-	-	34,107	-
Rent	1,560	-	-	1,560	-
Insurance	331	-	-	331	-
Phone	179	-	-	179	-
Stationary	358	-	-	358	-
Bank Charges	92	-	-	92	-
Nimbox	115	-	-	115	-
NCVO Membership	61	-	-	61	-
Carrier Bags	88			88	
Volunteers Event	119	-	-	119	-
Sub total	37,010	-	-	37,010	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	
	-	-	-	-	
Sub total	-	-	-	-	-
Total payments	37,010	-	-	37,010	-
Net of receipts/(payments)	- 13,094	-	-	- 13,094	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	35,600	-	-	35,600	-
Cash funds this year end	22,506	-	-	22,506	-

Section B Statement of assets and liabilities at the end of the period

B1 Cash funds

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		22,506	-	-
		-	-	-
		-	-	-
	Total cash funds	22,506	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

B2 Other monetary assets

Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

B3 Investment assets

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-

B4 Assets retained for the charity's own use

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

B5 Liabilities

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

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

Signature	Print Name	Date of approval

Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	April	2025		31	March	2026

Section A Reference and administration details

Charity name	Cleckheaton Foodbank
Other names charity is known by	
Registered charity number (if any)	1198915
Charity's principal address	Cleckheaton Methodist Church
	Mortimer Street
	Cleckheaton
	Postcode **BD19 5AR**

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1				
2	Josie Pugsley	Chair of Trustees		
3	Janet Balmforth			
4	Stephen Dinsmore	Treasurer		
5	Marian Olsen			
6	Philip Greenwood		23 January 26 - continuing	
7	Sally Wallace Jones		01 April 25 – 23 January 26	
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	CIO Foundation Constitution adopted 21 October 2021
How the charity is constituted (eg. trust, association, company)	Foundation CIO
Trustee selection methods (eg. appointed by, elected by)	Appointed by Trustee committee for a term of 3 years by a resolution at a properly constituted meeting.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The charity operates in several teams of volunteers who perform different functions. For example there is a client liaison team which deals with referrals and requests for help, and each session at the foodbank is run by a regular team under a session leader.
All volunteers receive an induction and are given access to all policies and procedures that the charity has in place, such as health and safety, equalities, safeguarding, food safety etc.
The charity adopted a new policy on Risk Management during the year and is undertaking a review of the risks the charity faces and how to manage them.
The charity also adopted a new policy on Serious Incident reporting during the year.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document	The prevention or relief from poverty and hardship among people living in Cleckheaton and surrounding area, particularly but not exclusively by the provision of emergency parcels of food and other necessary consumer goods required by individuals and families in need.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The Trustees have had regard to the guidance issued by the Charity Commission on public benefit when planning activities.

The charity's main activity is running an emergency foodbank.
Anyone in need can refer themselves and we also receive referrals from local agencies. A referral form is completed by the client liaison volunteer on duty that day or by the referrer from an agency and beneficiary details are stored on a secure spreadsheet.

The foodbank operates on 3 days per week when teams of volunteers pack and deliver parcels to beneficiaries at their homes.

Information packs on where beneficiaries can find further help on such matters as debt, longer term food support, benefits and job seeking are included with the first parcel that a beneficiary receives and on occasions a client liaison volunteer refers a beneficiary directly to another agency.

These activities help relieve poverty and hardship by enabling beneficiaries to feed themselves and their families. They also help people move on to longer term solutions once the immediate crisis is resolved. We normally limit the number of parcels a beneficiary can receive to 6 within a 6 month period.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

We have a fantastic team of about 50 volunteers who fulfil varying roles and Trustees are very grateful to all of them. The foodbank could not run without the time, skills, energy and dedication of all our volunteers.

Section D Achievements and performance

Summary of the main achievements of the charity during the year

The charity has been able to support all those who have come to us for help during the year thanks to our generous local supporters who continue to bring us donations in kind, and all our funders who have shown their support and their trust in us by making grants to us.

We distributed a total of approximately 1600 parcels during the period of this report, a decrease over the previous year of 15% and taking us back to the level of demand during the year before last. This represents approximately 400 separate households.

We have continued to attract a fantastic group of volunteers without whom none of this could have been achieved and have become established in our local community and are now well known and respected by local people.

Section E Financial review

Brief statement of the charity's policy on reserves	We aim never to go below reserves of 6 months running costs
Details of any funds materially in deficit	None but we are finding it harder to attract grants than it was previously. Some grant givers have paused their programmes and others have changed their criteria.

Further financial review details (Optional information)

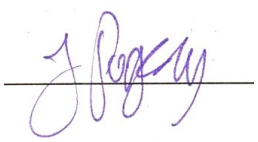
You **may choose** to include additional information, where relevant about: • the charity's principal sources of funds (including any fundraising); • how expenditure has supported the key objectives of the charity; • investment policy and objectives including any ethical investment policy adopted.	The highest percentage of our income is grants from various sources, supplemented by individual donations and gifts in kind (food). 92% of our expenditure this year was on food which was then delivered to our beneficiaries thus relieving poverty.

Section F Other optional information

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Josephine Pugsley	
Position (eg Secretary, Chair, etc)	Chair	

Date	21 September 2026