

St Laurence's Larder and Open Kitchen

(Charity Number 1185983, Company Number CEO19316)

Trustees' report and financial statements for the year ended 31 March 2022

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Trustees' Report

Reference and administration details

Charity's full name	St Laurence's Larder and Open Kitchen
Other names the charity is known by	The Larder/ Laurence's Larder
Charity's registered address	c/o Mrs Diana Robinson 104 Sumatra Road London NW6 1PG

Trustees

Trustee name	Office	Dates acted if not for whole period
Mark Wakefield	Chair	Appointed 22 nd September 2022
Diana Robinson	Treasurer	<i>Interim Co-Chair April to Sept 22</i>
Philippa Hutchinson		<i>Interim Co-Chair April to Sept 22</i>
Joan Byas		
Pablo Gonzalez		
Revd Natasha Woodward		
Helen Brown		Resigned 24 th April 2022
Gail Foord	Chair	Retired 7 th April 2022
Jane Mehta		Resigned 7 th October 2021
Daniel Lewis		Resigned 7 th October 2021
Sarah Akinwunmi		Resigned 27 th June 2021

The Trustees operate under Terms of Reference which were last updated on 25th February 2021

Structure, governance and management

Charity constitution	Charitable Incorporated organisation ("the CIO")
Governing document	CIO Foundation Model Constitution
Appointment of Trustees	Current trustees vote on the election of trustees to the charity. We aim to have Christ Church with St Laurence Brondesbury represented on the board of trustees by the priest in charge. Since being appointed Transition Minister for the Church Revd. Woodward was elected as a Trustee of the Charity in December 2020

Objectives and activities

Objective

This is the prevention or relief of poverty in the London Borough of Brent by providing food, clothing, facilities for washing and such other items and services as the trustees may determine.

The charity seeks to help those who are struggling to make ends meet. The Larder requires no referral in order to spare guests the indignity of explaining why they are in need.

There is no catchment area for those who may benefit.

The Larder is part of the outreach mission work of the Brent Deanery and people of all faiths, and none, are welcome.

Laurence's Larder (1185983), Brondesbury, Christchurch Avenue. London. NW6 7BJ

Activities

St Laurence's Larder ("the Larder") contributes to the relief of hardship for many vulnerable people, including people living on the street who would otherwise go hungry, those who suffer with substance misuse and mental health issues or who are otherwise too frail to cope with the resources they have. The Larder provides a warm welcome, fresh, cooked food and food parcels for those who struggle to make ends meet in our community and beyond. It also provides a place for guests to come together to socialise and provide peer support; washing facilities and showers are available, as is a selection of clean good condition second hand clothing.

We are indebted to the volunteers, organisations and people who freely donate their time, food and money to enable the Larder to operate.

History

St Laurence's Larder and Open Kitchen has been in operation for more than nine years under the auspices and financial support of Christ Church with St Laurence Brondesbury.

Following receipt of a start-up donation it was formally registered as a charity on 24 October 2019 and governed by a board of trustees under its CIO Constitution document. It had been run solely by volunteers with no paid employees. Due to a successful grant through the Brent Council NCIL grant the Larder now has its first paid employee, a project development manager on a fixed term basis until August 2022.

<h2>Achievements and performance</h2>

This report covers the year to the end of the second accounting period, 31 March 2022.

This year's operation

Once again the Larder adapted its offering around the COVID-19 situation.

From April 2021 to March 2022, the Larder ran a limited service owing to the prevailing risk of transmission. This consisted of volunteers preparing meals on a Wednesday and the guests picking up food essentials parcels alongside a hot take-away meal.

The Larder re-opened to guests for sit-down meals on 17 March 2022. As the financial year ended, the Larder was providing a two-course meal main course and a dessert, with meat and vegetarian options.

During the year, the Larder built on its previous links with Sufra NW, another Brent food bank and kitchen, and from March 22 our kitchen was led by Sufra's chef, ably aided by our volunteers.

Our clothing bank continued to operate and we offered washing facilities and showers on request.

During the year we also continued to provide food to our linked primary school, Christchurch, and to Sacred Heart Church in Quex Road, Kilburn, for those requiring support.

Our donors

We received donations of food from the Felix Project, Sainsbury's and various Brent parishes as well as money to buy staple food items for the guests' meals and food parcels. Our partnership with Sufra and another local food project, Gift Your Neighbour, as well as grants from Brent Council, have enabled us to widen our reach within Brent and beyond.

Our partners and supporters

We seek to address the other needs of our guests through our partnerships with local support organisations, particularly Ashford Place, Brent Hubs and Sufra's signposting service. These organisations provide help, support and advice with issues affecting our guests such as housing, benefits, financial inclusion, drug and alcohol.

Highlights of the year

We were delighted that we were able to adapt our service in order to continue helping our guests when COVID restrictions allowed and we estimate that we helped around 3,500 people, despite the limitations posed by the pandemic.

During the year we provided food parcels for approximately 55 guests each week and once we re-opened for sit-down meals, we saw a weekly average of 27 guests. We also helped at least 20 families each week through nearby Christchurch Primary School.

More than 350 items of clothing, including coats, shoes, underwear and bedding were distributed each month through our wardrobe service. We have also seen an increase in women's clothes being donated to the Larder which has enabled us to provide for both sexes.

Toiletries such as toothpaste, shower gel, shampoo, sanitary towels, toothbrushes and more have been provided every week to guests on request. More than 50% of our guests in one week requested support with these items.

In one month alone more than 60 hours of volunteers' time were freely given and three volunteers underwent food safety and hygiene training. We had a volunteers' appreciation lunch and a volunteer engagement group was created and met twice in order to find ways to include volunteers in the decision-making process concerning the way the Larder was run.

The Larder has had great success in attracting more women to the Larder, guests previously have been overwhelmingly men. During the year this meant that we saw roughly the same number of men and women.

Financial review and accounts

Review of the charity's financial position at the end of the period

Despite the generosity of those who give us food, clothes and their time, we still have to pay for staple foods to create the dishes and for the utilities we use such as hot water and electricity for the tumble dryers.

In addition to the ongoing funding provided through the Brent Council NCIL and Kingsbury grants won in the previous period, two additional donations/grants were won during this year:

Brent Food Aid Grants - £37,176 received in period these grants from Brent Council, to fund the provision of food for those in need in the borough, were raised in partnership with Gift Your Neighbour, a local food hub providing food bag donations to those in need in the Queens' Park, Brondesbury and Kensal Green areas. The funds have been split approximately equally between the two organisations.

Sainsbury's Helping Everyone Eat Better Community Grant - £2,000 received in period; this fund was set up to assist charities and other organisations that aim to help people to access food, and/or - help lift people out of food poverty .

Other donations from individuals, through cash/BACS, Virgin Giving, PayPal Giving and from the Church and other organisations and fundraising events brought in an additional £12,611 in the period.

With a further injection of funds in the year under the NCIL Project of £41,647, and total expenditure of £64,339, at the end of the period the charity had increased its reserves by a net £29,095 to £91,654. Of the expenditure, £30,726 related to payroll costs for the Project Development Manager who has been employed since the end of June 2021.

Reserves Policy

The trustees of the Larder have set an aim to have more than six months' running costs in reserve. Because income for the charity is sporadic, reserves of up to 12 months running costs are acceptable. The policy was originally set based upon a 100% volunteer led organisation; this year the running costs include the employment costs of the Project Development Manager.

Amount of reserves held at 31 March 2022: Restricted £51,928 Unrestricted: £39,726

Declaration

The trustees declare they have approved the trustees' annual report and accounts

Signed on behalf of the charity trustees

A handwritten signature in black ink, appearing to read 'Diana Robinson', with a large circular flourish at the start.

Mark Wakefield

Chair

Diana Robinson

Treasurer

14th October 2022

Independent examiner's report to the trustees

I report to the trustees of St Laurence's Larder and Open Kitchen on my examination of the accounts of the charity ("the Trust") for the year to 31st March 2022 set out on pages 9 to 13.

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

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which give me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Keith Stephenson

Keith Stephenson MA FCMA MBA DipHE

25B Montpelier Road
London
W5 2QT

9th October 2022

Statement of Income and Expenditure

for the year to 31 March 2022

	Note	Unrestricted funds	Restricted income funds	For ye 31 March 2022	Period 24 Oct 19 to 31 Mar 21
		£	£	£	
Income	3				
Income and endowments from:					
Donations and legacies		12,611		12,611	32,408
Charitable activities		-	80,823	80,823	39,914
Other trading activities		-	-	-	1,599
Total		12,611	80,823	93,434	73,921
Expenditure	4				
Expenditure on:					
Raising funds		-	-	-	-
Charitable activities		4,129	60,210	64,339	11,362
Total		4,129	60,210	64,339	11,362
Net income for the reporting period		8,482	20,613	29,095	62,559
Net movement in funds		8,482	20,613	29,095	62,599

Reconciliation of funds:

Total funds brought forward

Total funds carried forward

31,244	31,315	62,559	-
39,726	51,928	91,654	62,599

Balance Sheet as at 31 March 2022

	Note	Unrestricted funds	Restricted income funds	At 31 March 2022	At 31 March 2021
		£	£	£	
Current assets					
Stocks	5	-	-	-	715
Debtors	6	-	-	-	450
Cash at bank and in hand		39,808	51,928	91,736	63,084
Total current assets		39,808	51,928	91,736	64,249
Creditors: amounts falling due within one year	7	82	-	82	1,690
<i>Net current assets/(liabilities)</i>		39,726	51,928	91,654	62,559
Total net assets or liabilities		39,726	51,928	91,654	62,559


Funds of the Charity

Restricted income funds	8	51,928	51,928	31,315
Unrestricted funds		39,726	39,726	31,244

Total funds

39,726	51,928	91,654	62,559
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Signed for and on behalf of the Trustees:

	
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Diana Robinson	Treasurer
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Notes to the accounts

1. Basis of accounts

These accounts have been prepared on the accruals basis and under the historical cost convention with items recognised at cost or transaction value. The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and with the Charities Act 2011.

2. Accounting policies

Recognition of income: income, including that from grants and donations, is included in the Statement of Income and Expenditure when the charity becomes entitled to the resources, the monetary value can be measured with sufficient reliability and it is more likely than not that the trustees will receive the resource. The charity has received **government grants** in the reporting period

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

Stocks and work in progress Stocks are measured at the lower of cost or net realisable value.

3. Analysis of income

	Unrestricted funds	Restricted income funds	Total funds	Period 24 Oct 19 to 31 Mar 21
	£	£	£	
Donations and gifts				
Individuals	10,383			17,743
Donations received via the Church	1,200			2,034
Organisations	1,028			12,631
	12,611		12,611	32,408
Grants for charitable activities				
Local government		78,823		18,000

Other		2,000		21,914
		80,823	80,823	39,914
Fundraising events	0		0	1599
Total			£93,434	£73,921

4. Expenditure on charitable activities

	Unrestricted funds	Restricted income funds	Total funds	
	£	£	£	
Expenditure against grants				
Salaries, Food, equipment, consumables		60,210	60,210	8,599
General charitable expenditure				
Premises costs	2,588			1,350
Employer's Pension contributions and NI	492			
Consumables	731			786
Cleaning	0			125
Volunteer Expenses	142			418
Sundry Expenses	52			
Bank charges	124			84
				2,763
Total	£4,129	£60,210	£64,339	£11,362

5 Stock

Stock of consumables	<u>£0</u>	<u>£715</u>
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6 Debtors

Church rent prepaid	<u>£0</u>	<u>£450</u>
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7 Creditors

Accruals – Employer's pension contribution	<u>£82</u>	<u>£1,690</u>
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8. Funds

	At 31 March 2021	Income £	Expenditure £	At 31 March 2022 £
Restricted Funds				
Brent Council Neighbourhood CIL Project Grant	17,315	41,647	32,412	26,550
Kingsbury Charity	14,000	0	417	13,583
Brent Food Aid	0	37,176	26,625	10,551
Sainsbury's	0	2,000	756	1,244
	31,315	80,823	60,210	51,928
Unrestricted Funds	31,244	12,611	4,129	39,726
Total	£62,559	£93,434	£64,339	£91,654

9. Trustee Expenses

In the period the charity has paid a total of £0 to Trustees comprising travel expenses (2021: £68)