



St Laurence's Larder and Open Kitchen

(Charity Number 1185983)

**Trustees' report and financial statements
for the period 24th October 2019 to 31 March 2021**

St Laurence's Larder and Open Kitchen

Charity Number 1185983

Trustees Report and Financial Statements for the period 24th October 2019 to 31st March 2021

Contents

Trustees' report.....	3
Independent examiner's report	8
Statement of Income and Expenditure for the period to 31 March 2021	9
Statement of assets and liabilities at 31 March 2021	10
Notes.....	11

St Laurence's Larder and Open Kitchen

Charity Number 1185983

Trustees Report and Financial Statements for the period 24th October 2019 to 31st March 2021

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
Gail Foord	Chair	
Daniel Lewis	Co-Treasurer	
Diana Robinson	Co-Treasurer	From 11 November 2020
Revd Graham Noyce		Resigned 10 October 2020
Philippa Hutchinson		
Jane Mehta		
Revd Natasha Woodward		From 15 December 2020
Helen Brown		From 24 February 2021
Sarah Akinwunmi		From 19 March 2021
Joan Byas		From 19 March 2021
Pablo Gonzalez		From 19 March 2021

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

Charity Co-ordinator

Stephen Chamberlain

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. Because the church had no priest in charge for the start of the period this position was covered by another priest in the deanery. Since being appointed Transition Minister for the Church Revd. Woodward was elected as a Trustee of the Charity in December 2020

St Laurence's Larder and Open Kitchen

Charity Number 1185983

Trustees Report and Financial Statements for the period 24th October 2019 to 31st March 2021

Objectives and activities

Objectives

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 people who can benefit are:

Any members of the public who are in need and finding it hard to make ends meet who attend the Larder.

No geographical limit is placed on the public who may benefit from the Larder.

Activities

St Laurence's Larder ("The Larder") contributes to the relief of hardship for many vulnerable people, including street homeless individuals, who would otherwise go hungry. It provides a warm welcome and fresh food for those who struggle to make ends meet in our community and beyond. It also provides a place for members of the community to come together for mutual support.

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

Normal operations

Monday and Wednesday are food preparation days and the larder is open to guests on Tuesdays and Thursdays from 10am to 1.30pm. We are open to anyone in need and no referral is required. We receive donations of unwanted food and provide a three-course meal which is typically soup, pasta or other favourite such as cottage or fish pie, followed by a pudding such as crumble and custard or fruit salad. For those in even greater need, we provide dried and tinned food for a few days to take away.

We also have clothes washing facilities and a shower as well as a clothes bank available during our opening hours.

While the Larder provides food to take away for those in urgent need, we are not a registered food bank and refer guests to local food banks where appropriate. We also provide food to the local school for those requiring support.

During Covid-19 government restrictions

The Larder was closed completely between March 23rd and October 2020 due to government Covid-19 lockdown restrictions. It re-opened on a "takeaway" basis, with food preparation on a Wednesday and guests picking up food to takeaway on Thursdays, except when prevented by Government lockdown restrictions. This continued for the remainder of the period of these statements.

Outreach and public benefit

We are supported by outreach services from Ashford Place and Brent B3, supporting guests needing housing and benefits advice and also those with drug and alcohol problems. This has not been possible during the COVID restricted period.

St Laurence's Larder and Open Kitchen

Charity Number 1185983

Trustees Report and Financial Statements for the period 24th October 2019 to 31st March 2021

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

The trustees consider that they have complied with their duties to have due regard to the public benefit guidance published by the Charity Commission.

Achievements and performance

St Laurence's Larder and Open Kitchen has been in operation for over eight 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 is run by volunteers and had no paid employees in the period, although a recently received Brent Council NCIL grant will allow the recruitment of a project manager for a fixed term from Summer 2021.

This report covers the period from the date of registration until the end of the first accounting period, 31 March 2021, a period of approximately 17 months.

Restricted operations during pandemic

The Larder provided a service to guests twice a week (as described above) until 23 March 2020 when it was temporarily closed due to Covid-19 restrictions. It was not possible to make the areas used by guests and volunteers Covid-safe and the trustees, in common with other charities operating a similar model, took the difficult decision to temporarily close the Larder. This was for the protection of the guests and volunteers, many of whom were in "at risk" categories. Some of our volunteers who were not shielding instead gave their time to local food banks and mutual aid groups and guests were redirected temporarily to Brent Council's food aid response as well as food banks and mutual aids.

In October 2020 the Larder re-opened on a crisis response "takeaway" basis, with food preparation on a Wednesday and guests picking up food and other essentials to takeaway on Thursdays, except when prevented by Government lockdown restrictions. This continued for the remainder of the period of these statements.

Levels of service to guests

Whilst open and fully operational during the reporting period, typically the larder provided 80 hot lunches a day which equated to about 8,000 meals a year. In addition to this, takeaway evening meals, groceries and toiletries were provided to those who required them.

More than 500 items of clothing, including coats and shoes, and bedding were distributed each month through our wardrobe service and around 10 people a week benefited from a shower and the provision of new underwear.

In one month alone more than 1,300 hours of volunteers' time were freely given.

Guests also had unrestricted access to Ashford Place and B3 outreach services and volunteers provided haircuts and massage sessions for guests.

St Laurence's Larder and Open Kitchen

Charity Number 1185983

Trustees Report and Financial Statements for the period 24th October 2019 to 31st March 2021

Several of our volunteers underwent food safety and hygiene training and a volunteer engagement group met.

During the restricted operational periods the Larder has provided crisis food and other essential aid to around 50 households a week.

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. Operating costs under normal operations are around £1,000 a month, although they have been lower during the period of the reduced operations under Covid-19 restrictions.

Three substantial donations/grants were won during the period:

London Community Foundation Charity Covid-19 DCMS ("Wave 3") - £7,300, received in period

To be used for the purpose of food and basic provisions including soap and underwear for those in need and PPE and additional cleaning products required to operate safely. This had been fully used by the end of the period.

Kingsbury Charity donation - £14,000 received in period

To be used for the purpose of immediate financial support for day to day operations to pay for food and utilities to run the kitchen, shower, washing machines etc. This has yet to be drawn upon, due to the restricted Larder operations since receipt of the donation which was just before the end of the reporting period.

Brent Council Neighbourhood CIL Project Grant - £59,647, of which £18,000 has been received in the period

This is to fund a project to support the development of Laurence's Larder to meet increasing levels of need. The project will build on the work of the Larder, taking lessons learned from the Covid pandemic in supporting people badly affected, to deliver an operational model to transition the Larder to a Community Hub. It will extend the reach, capacity and services provided by the Larder; ensure transition from the local Covid crisis response and ensure those in need do not go hungry and are supported to tackle the causes of poverty. The project will also ensure the Larder develops and supports its volunteer programme and put it on a more sustainable financial footing to meet local need in context of inequality and Covid 19 pandemic.

The grant will fund the recruitment of a Project Manager, along with resources required for the role, enhanced communications, volunteer engagement events, DBS checking and training, and healthy living sessions for guests. By the period end £685 had been spent on recruitment advertising.

A Project manager has now been recruited and will be starting work at the end of June 2021. The Larder is not sustainable as a 100% volunteer led organisation and the year ahead will be a transition year to establish the new operating model and to determine if it is financially viable moving forward.

St Laurence's Larder and Open Kitchen

Charity Number 1185983

Trustees Report and Financial Statements for the period 24th October 2019 to 31st March 2021

Queens Park Residents Association (QPARA) - £614 received in period

This was used to fund the purchase of a fridge for the storage of Larder supplies and chilled food , with the balance spent on food supplies for Larder guests

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 £35,000 in the period.

At the end of the period, with expenditure severely curtailed under Covid restrictions to £11,000, the charity had increased its reserves to £63,000.

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; in the forthcoming year running costs will include the employment costs of the Project Development Manager.

Amount of reserves held at 31 March 2021: Restricted £31,300 Unrestricted: £31,491. This is unusually high due to the restrictions on operations caused by the Covid-19 epidemic.

Declaration

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

Signed on behalf of the charity trustees



Diana Robinson
Treasurer



Louise Gail Foord
Chair

7th October 2021

St Laurence's Larder and Open Kitchen

Charity Number 1185983

Trustees Report and Financial Statements for the period 24th October 2019 to 31st March 2021

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 period 24th October 2019 to 31st March 2021 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

7th October 2021

St Laurence's Larder and Open Kitchen

Charity Number 1185983

Trustees Report and Financial Statements for the period 24th October 2019 to 31st March 2021

Statement of Income and Expenditure for the period 24 October 2019 to 31 March 2021

	Note	Unrestricted funds £	Restricted income funds £	Total funds £
Income	3			
Income from:				
Donations and legacies		32,408		32,408
Charitable activities		-	39,914	39,914
Other trading activities		1,599	-	1,599
Total		34,007	39,914	73,921
Expenditure	4			
Expenditure on:				
Raising funds		-	-	-
Charitable activities		2,763	8,599	11,362
Total		2,763	8,599	11,362
Net income for the reporting period		31,244	31,315	62,559
Net movement in funds		31,244	31,315	62,559
Reconciliation of funds:				
Total funds brought forward		-	-	-
Total funds carried forward		31,244	31,315	62,559

St Laurence's Larder and Open Kitchen

Charity Number 1185983

Trustees Report and Financial Statements for the period 24th October 2019 to 31st March 2021

Balance Sheet as at 31 March 2021

	Note	Unrestricted funds £	Restricted income funds £	Total this period £
Current assets				
Stocks	5	715	-	715
Debtors	6	450	-	450
Cash at bank and in hand		31,769	31,315	63,084
		32,934	31,315	64,249
Creditors: amounts falling due within one year				
	7	1,690	-	1,690
<i>Net current assets/(liabilities)</i>				
		31,244	31,315	62,559
Total net assets or liabilities				
		31,244	31,315	62,559
Funds of the Charity				
Restricted income funds	8		31,315	31,315
Unrestricted funds		31,244		31,244
Total funds		31,244	31,315	62,559

Signed for and on behalf of the Trustees:

	
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Gail Foord	Chair
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St Laurence's Larder and Open Kitchen

Charity Number 1185983

Trustees Report and Financial Statements for the period 24th October 2019 to 31st March 2021

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 £
Donations and gifts			
Individuals	17,743		
Donations received via the Church	2,034		
Organisations	12,631		
	32,408		32,408
Grants for charitable activities			
Local government		18,000	
Other		21,914	
		39,914	39,914
Fundraising events	1,599		1,599
Total	£34,007	£39,914	£73,921

St Laurence's Larder and Open Kitchen

Charity Number 1185983

Trustees Report and Financial Statements for the period 24th October 2019 to 31st March 2021

4. Expenditure on charitable activities

	Unrestricted funds £	Restricted income funds £	Total funds £
Expenditure against grants			
Food, equipment, consumables		8,599	8,599
General charitable expenditure			
Premises costs	1,350		
Consumables	786		
Cleaning	125		
Volunteer Expenses	418		
Bank charges	84		
Total	£2,763	£8,599	£11,362

5. Stock

Stock of consumables bought just prior to year end **£715**

6. Debtors

Church rent prepaid **£450**

7. Creditors

Accruals for expenditure against grants **£1,690**

St Laurence's Larder and Open Kitchen

Charity Number 1185983

Trustees Report and Financial Statements for the period 24th October 2019 to 31st March 2021

8. Funds

	Income £	Expenditure £	At 31 March 2021 £
Restricted Funds			
London Community Foundation Charity Covid-19 DCMS ("Wave 3")	7,300	7,300	0
Brent Council Neighbourhood CIL Project Grant	18,000	685	17,315
Kingsbury Charity	14,000	0	14,000
Queens Park Residents Association	614	614	0
	39,914	8,599	31,315
Unrestricted Funds			
	34,007	2,763	31,244
Total	£73,921	£11,362	£62,559

9. Trustee Expenses

In the period the charity has paid a total of £68 to Trustees comprising travel expenses.