

SC158165

Charity number
SC024843

The Food Train Limited
(a charitable company limited by guarantee)

Report and Financial Statements

31 March 2020



The Food Train Limited
Report and accounts
Contents

	Page
Company information	1
Directors' report	2 - 7
Independent auditors' report	8 - 10
Statement of Financial Activities	11
Statement of Financial Position	12
Statement of cash flows	13
Notes to the financial statements	14 - 27

The Food Train Limited Company Information

Registered company number

SC158165

Scottish charity number

SC024843

Directors

S M Hasan

D K McKerrow

A C Wood

S T Connaughton

L S Pluss

P Jackson

D Brady

K Burns

H Blackwell

L A Wolffe

Secretary and Chief Executive

Michelle Carruthers

Accountants

Lowland Accountancy Ltd

107 Irish Street

Dumfries

DG1 2NP

Auditors

Carson & Trotter

Chartered Accountants

123 Irish Street

Dumfries

DG1 2PE

Bankers

Bank of Scotland

91 High Street

Dumfries

DG1 2BN

Solicitors

Gillespie Gifford and Brown LLP

126 Irish Street

Dumfries

DG1 2NT

Registered office

Hestan Southwest

Bankend Road

Dumfries

DG1 4TA

The Food Train Limited Directors' Report

The directors have pleasure in presenting their report and the audited financial statements of the charity for the year ended 31 March 2020.

The financial statements have been prepared in accordance with the accounting policies set out in the notes to the financial statements and comply with the charity's Memorandum and Articles of Association, applicable law and the requirements of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019.

Objectives and activity

The objective and principal activity of the Charitable Company is the provision of practical and social home support services to older people including a grocery delivery service, household support service, befriending services, library outreach service, neighbourhood meal sharing service and the provision of local information to assist independent living.

Achievements and performance

During the last year the Charity has continued to provide a necessary lifeline and valuable practical support to older people in Dumfries & Galloway, West Lothian, Stirling, Dundee, Glasgow, Renfrewshire and the Scottish Borders. In addition, services have been extended to cover Clackmannanshire and East Renfrewshire. Food Train remains very much a growing charity with increased members, volunteers and activities across all regional branches.

Teams of local volunteers, working in partnership with local shops provide a valuable weekly fresh grocery delivery service to members via the Food Train *Shopping* service.

Incorporating additional household support visits and befriending encourages independent living and enhances the general well-being for Food Train members via the Food Train At Home service.

Befriending and socialising activities are available to members in Dumfries & Galloway, Dundee, Glasgow and West Lothian via the Food Train Friends service, helping to tackle social isolation and reduce loneliness. The Friends service provides regular telephone calls, home visits and regular group outings visiting places of interest and attending local events, with the added bonus of eating out together.

The library outreach service to older people in West Lothian has further enhanced the benefits that Food Train can bring to its member via the Food Train *Library* service.

Improving the nutritional health and wellbeing of members is paramount and the continued growth of the *Meal Makers* national neighbourhood meal sharing service supports a growing number of older people at risk of or experiencing malnutrition in the Food Train branch areas and several areas beyond.

All members are provided Safe & Independent Living guides offering useful services and contacts in their local area. Food Train staff can also be contacted for signposting and cross referral onto other services.

Over the last year, the Board, Staff and Volunteers of Food Train have worked hard to ensure provision of high quality community-based services to enrich the daily lives of our members.

The Food Train Limited Directors' Report

Our achievements for the year included:

- Across Food Train approximately 140,000 hours time as drivers, delivery helpers, home support helpers, in-store shoppers, befrienders, library book delivery, cooks and office workers was provided on a voluntary basis. It is estimated that the cost of this voluntary time would have been around £1,540,000 had it not been provided by volunteers;
- Food Train *Shopping* made **43,895** deliveries of fresh groceries were provided to our members across 7 regions of Scotland;
- Shopping spend on those groceries delivered totalled **£1,585,046**;
- Food Train *At Home* in Dumfries & Galloway, West Lothian and Glasgow completed **1,253** household support jobs for members;
- Food Train *Library* in West Lothian has made **597** deliveries of library books and resources;
- Meal Makers provided **8,500** meals to older people in need and provided **8,074** hours of befriending;
- *Food Train Friends* enabled trips out, events, clubs and **602** home visits for our members experiencing social isolation in our Dumfries & Galloway, Dundee and Glasgow Branches
- Our *Eat Well Age Well* project have engaged with over **13,824** people on the issue of reducing the risk of malnutrition, alongside delivering **26** training courses, issuing grants totalling over **£160,000** to **47** projects and completed **6** test of change projects to measure how different activities can reduce the risk of malnutrition;
- Food Train's national staff have been actively involved during the year on a variety of national steering, policy, consultation and advisory groups across the fields of food, health, social care and housing related to older people

Covid 19

While these accounts show the activities and finances of Food Train for the period April 2019 to March 2020, the arrival of the Corona Virus pandemic in March 2020 has had a profound impact on the Charity and its operations over March 2020 and the months that have followed. The Charity saw unexpected and rapid increases in the use of the grocery shopping service, noted below are some of the changes to October 2020 (time of publication of accounts)

- Scale back all non-food based services to enable vital food services to be delivered to any older person in need;
- Identified as key strategic partner of Scottish Government and £241,515 emergency funding issued in April 2020;
- 22 new temporary Support Worker jobs created;
- 70% increase in the shopping delivery service across the branches;
- New contactless payment systems introduced (card payments, customer accounts and Direct Debit);
- Moved all befriending to telephone, 10,000+ calls made;
- Launched Food Train Connects, new service matching volunteers to help older people with shopping across all areas of Scotland not served by a Food Train branch;
- Initial volunteer loss of 30% in the shopping service, mitigated by a 50% increase in new volunteers (those on furlough), levels now returning to nearer pre-Covid19 levels with 13 Support Worker roles being maintained to December 2020 to assist the continued high levels of shopping service delivery.

The Charity benefitted from higher than usual levels of public and corporate donations during the first 3 months of the pandemic and are using those funds to maintain the services delivered to its older members who remain most at risk from the effects of the virus. Trustees are confident the Charity can sustain the higher levels of activity as a platform in anticipation of interest and demand across Scotland.

The Food Train Limited Directors' Report

Financial Review

The organisation's net Surplus for the year was £225,346 after spending £2,070,310 (prior year: £1,815,525) on charitable activity and fund raising.

9 fully electric vehicles with charging equipment were purchased at a cost of £403,405. This was funded by a grant from the Scottish Power Green Economy Fund. This is reflected in an increase in the vehicle depreciation charge from £44,871 in 2019 to £152,889.

The Reserves carried forward at the end of the financial year totalled £836,894 of which £232,435 is in the General Reserve and the remainder is in Restricted or Designated Funds.

Principal funding sources

The Charity's main source of funding during 2019-20 for *Shopping* (and *At Home* and *Library Services*) derives from contracts with Health & Social Care Partnerships involving Councils and Health Boards in Dumfries & Galloway, West Lothian, Stirling, Dundee, Glasgow, Renfrewshire and Scottish Borders.

Scottish Power Energy Networks Green Economy Fund has supported expansion into Clackmannanshire and East Renfrewshire alongside the transition to a greener fleet, funding 9 new fully electric delivery vans.

Scottish Government provide funding in support of *Meal Makers*.

Food Train Friends in Dumfries & Galloway is supported by National Lottery Community Fund and NHS, in Dundee by Rank Foundation and in Glasgow by Glasgow City Council.

Funding received from the Players of the Postcode Lottery, Tudor Trust and Esmee Fairbairn provided national development support during the year and other local grants helped support activities across the branches such as upgrading vans, renewing shopping boxes and new volunteer uniforms.

Scottish Government funding via Community Jobs Scotland funded various work experience placements during the year.

The National Lottery Community Fund UK provided funding in October 2017 of £1.2 million for a 3.5-year period. This funding has created a project called Eat Well Age Well www.eatwellagewell.org.uk which is helping the Charity work with partners across Scotland to plan, test, deliver and research new ways of working to help reduce the risk and prevalence of malnutrition among older people living at home.

The Charity generated a significant proportion of its own income through service charges.

Many local groups, retailers, businesses and individuals very generously donated money, time and sponsorship throughout the year. This vital element of income enhances the work of Food Train in local communities. Without this tremendous level of financial support Food Train would not exist and our thanks go to all our funders, donors and supporters.

Food Train Board of Directors would particularly like to express its gratitude to our staff for their dedication and hard work, and to our wonderful army of volunteers across Scotland for their commitment and generous gift of their time throughout the year.

The Food Train Limited Directors' Report

Reserves policy

The general fund represents the unrestricted funds arising from past operating results. The Board has established a policy whereby the unrestricted funds not invested in tangible fixed assets or earmarked for purchase of new vehicles should be equal to three months of the resources expended. At this level the Board feel that they would be able to continue the current activities of the charity in the event of a significant drop in funding. We have achieved approximate unrestricted funds equivalent to just over two months running at 31 March 2020. The Board keeps a keen eye on the pace of growth and general reserve available and efforts will be made during the coming financial year to achieve the desired level of reserve.

Plans for future periods

The Charity plans to continue supporting as many older people as possible from existing locations in Scotland and offer additional services where funded, relevant and sustainable. We also plan to begin a program of switching diesel vans to electric where funding and vehicle travel ranges allow. Growing Meal Makers more broadly across Scotland, improving digital capabilities and testing a 1-1 assisted shopping model are further work areas planned for the coming year. In the coming year we will also continue exploring options for working in England & Wales.

National staff will continue to ensure growth and development remains financially sustainable by exploring all opportunities for development investment and funding. In keeping with Food Train's established ethos of growth based on the needs of older people, we will continue to encourage feedback from our members and use their views to continue to shape the Charity around their needs.

Funds held as custodian trustee on behalf of others

Monies are held that have been received from clients in respect of their shopping purchases. These funds are held in separate "shopping" bank accounts in trust for clients. At the year end the amount of client money held was £161,081. The money is paid to the shop when payment is requested.

Reference and administrative details

Charity number:	SC024843
Company number:	SC158165
Registered office and principal office:	Hestan Southwest, Bankend Rd., Dumfries DG1 4TA
Auditors:	Carson & Trotter, CA 123 Irish Street, Dumfries DG1 2PE

Directors

The following persons served as Directors during the year:

S M Hasan	
D K McKerrow	
A C Wood	
S T Connaughton	
L S Pluss	
P Jackson	
D Brady	(appointed 26 April 2019)
K Burns	(appointed 30 August 2019)
H Blackwell	(appointed 29 November 2019)
M Bowling-Johnson	(appointed 28 June 2019)
	(retired 5 March 2020)
J F Campbell	(retired 4 October 2019)

The Food Train Limited Directors' Report

Structure, Governance and Management

Governing document

The organisation is a charitable company limited by guarantee, incorporated on 23rd May, 1995. 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. In the event of the company being wound up the members are required to contribute an amount not exceeding £1 each.

Appointment of directors

The Directors of the Company are also charity trustees for the purposes of charity law and under the Company's Articles are known as members of the Board of Directors. There are eleven Board positions. One third of the Directors who have been longest in office since last appointed or reappointed shall retire from office each year and are eligible for re-election.

Director induction and training

The Directors keep the necessary skill requirements of Board Members under review.

The overall duty of each member is to ensure that the company operates in a manner which enables it to fulfil its objectives as efficiently as possible. In particular they should:

- ensure that the company complies with its founding Articles, charity law and other relevant legislation
- contribute actively to the board's role in giving clear strategic advice to the company, setting overall policy, defining goals, setting targets and evaluating performance
- safeguard the good name and values of the company
- ensure the company's financial stability
- appoint the Chief Executive and monitor his/her performance

Organisation

The Board meets 6 times during the year and a Chief Executive is in place to plan, coordinate and oversee the day to day operations of the company. At Board meetings the board examines and agrees the broad strategy and areas of activity for the company, reviews risk and mitigating actions and examines the financial affairs of the company.

Risk management

A review of the major risks to which the charity is exposed has been conducted with the assistance of external experts and a risk policy with live risk register was developed. Systems and procedures have been established as appropriate to mitigate the risks faced by the charity. The live risk register and associated systems and procedures are reviewed sequentially at every board meeting to meet the needs of the charity.

The Directors have noted the main strategic risks to the Company as:

- maintaining compliance with changing regulations and legislation
- ensuring the company's people have adequate structure, clarity, skills, expertise and vision to successfully forward plan and steer the Company for the benefit of its members
- ensuring that the Company does not have prolonged difficulty in delivering, or fails to deliver, its Charitable aims and objectives for members

The Food Train Limited Directors' Report

Statement of Directors' Responsibilities

The directors of The Food Train Ltd are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (Financial Reporting Standard 102 and applicable law). Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure of the charity for that period.

In preparing these financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP (2019)(FRS102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and to enable them to ensure that the accounts comply with the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended) and the provisions of the charity's constitution. The directors are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The trustees are responsible for the maintenance of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Disclosure of information to auditors

Each person who was a director at the time this report was approved confirms that:

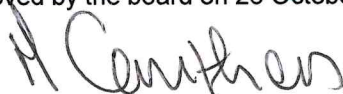
- so far as they are aware, there is no relevant audit information of which the company's auditor is unaware; and
- they have taken all the steps that they ought to have taken as a director in order to make themselves aware of any relevant audit information and to establish that the company's auditor is aware of that information.

Small company provisions

The report of the directors has been prepared taking advantage of the small companies exemption of section 415A of the Companies Act 2006.

This report was approved by the board on 26 October 2020 and signed by its order.

Michelle Carruthers
Secretary



The Food Train Limited
Independent auditors' report
to the Trustees and members of The Food Train Limited

Opinion

We have audited the financial statements of the Food Train Limited (the charitable company) for the year ended 31st March 2020 .

These comprise The Statement of Financial Activities (incorporating Income and Expenditure Account), The Statement of Financial Position, The Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006, and to the charitable company's trustees, as a body, in accordance with Regulation 10 of the Charities Accounts (Scotland) Regulations 2006. Our audit work has been undertaken so that we might state to the charitable company's members and trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company, the charitable company's members as a body and the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2020 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and Regulation 8 of the Charities Accounts (Scotland) regulations 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

**The Food Train Limited
Independent auditors' report
to the Trustees and members of The Food Train Limited**

Other information

The trustees are responsible for the other information. The other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report (incorporating the directors' report) for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 and the Charities Accounts (Scotland) Regulations 2006 require us to report to you if, in our opinion:

- adequate and proper accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemption in preparing the directors' report and from the requirement to prepare a strategic report.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on page 6, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

The Food Train Limited
Independent auditors' report
to the Trustees and members of The Food Train Limited

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and under the Companies Act 2006 and report in accordance with regulations made under those Acts.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the charitable company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charitable company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charitable company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Roderick S. Williamson BACFA

Roderick Williamson, BA CA
(Senior Statutory Auditor)
for and on behalf of
Carson & Trotter
Chartered Accountants and Statutory Auditors

123 Irish Street
Dumfries
DG1 2PE

2 December 2020

The Food Train Limited
Statement of financial activities
(including income and expenditure account)
for the year ended 31 March 2020

	Notes	Unrestricted Funds	Restricted Funds	Total Funds 2020 £	2019 £
Income from:					
Donations and legacies	2	105,204	-	105,204	107,775
Charitable activities	3	1,256,354	869,720	2,126,074	1,524,530
Other trading activities	4	60,916	-	60,916	70,472
Investments	5	3,462	-	3,462	1,619
Total income		<u>1,425,936</u>	<u>869,720</u>	<u>2,295,656</u>	<u>1,704,396</u>
Expenditure on:					
Raising funds	6	(12,739)	-	(12,739)	(4,501)
Charitable activities	7	(1,464,086)	(593,485)	(2,057,571)	(1,811,024)
Total expenditure		<u>(1,476,825)</u>	<u>(593,485)</u>	<u>(2,070,310)</u>	<u>(1,815,525)</u>
Net income/(expenditure) for the year	9	<u>(50,889)</u>	<u>276,235</u>	<u>225,346</u>	<u>(111,129)</u>
Reconciliation of funds:					
Total funds brought forward		<u>488,309</u>	<u>123,239</u>	<u>611,548</u>	<u>722,677</u>
Total funds carried forward		<u>£437,420</u>	<u>£399,474</u>	<u>£836,894</u>	<u>£611,548</u>

The Statement of Financial Activities includes all gains and losses in the year

All of the above amounts relate to continuing activities

The prior year Statement of Financial Activities is provided in note 21

The notes on pages 14 to 27 form part of these financial statements

The Food Train Limited
Company number SC158165

Statement of Financial Position
as at 31 March 2020

	Notes	2020 £	2019 £
Fixed assets			
Tangible assets	12	459,487	180,611
Current assets			
Debtors	13	21,000	5,180
Cash at bank and in hand	14	786,584	785,733
		<u>807,584</u>	<u>790,913</u>
Creditors: amounts falling due within one year	15	<u>(430,177)</u>	<u>(359,976)</u>
Net current assets		377,407	430,937
Net assets		<u>£836,894</u>	<u>£611,548</u>
The funds of the charity			
Restricted income funds	17	399,474	123,239
Unrestricted income funds	18	437,420	488,309
Total charity funds		<u>£836,894</u>	<u>£611,548</u>

The financial statements have been prepared in accordance with the special provisions for small companies under section 415A of the Companies Act 2006.



Pauline Jackson
 Director

Approved by the board on 26 October 2020

The notes on pages 14 to 27 form part of these financial statements

The Food Train Limited
Statement of Cash Flows
for the year ended 31 March 2020

	2020	2019
	£	£
Operating activities		
Net Income/(expenditure) for the financial year	225,346	(111,129)
Adjustments for:		
Loss on sale of fixed assets	11,902	8,678
Depreciation	153,172	45,154
(Increase)/decrease in debtors	(15,820)	44
Increase in creditors	70,201	201,573
Cash generated by operating activities	<u>444,801</u>	<u>144,320</u>
Investing activities		
Payments to acquire tangible fixed assets	(455,995)	(42,052)
Proceeds from sale of tangible fixed assets	12,045	6,393
Cash used in investing activities	<u>(443,950)</u>	<u>(35,659)</u>
Financing activities		
Repayment of loans	-	(50,000)
Cash used in financing activities	<u>-</u>	<u>(50,000)</u>
Net cash generated		
Cash generated by operating activities	444,801	144,320
Cash used in investing activities	(443,950)	(35,659)
Cash used in financing activities	-	(50,000)
Net cash generated	<u>851</u>	<u>58,661</u>
Cash and cash equivalents at 1 April	<u>785,733</u>	<u>727,072</u>
Cash and cash equivalents at 31 March	<u>786,584</u>	<u>785,733</u>
Cash and cash equivalents comprise:		
Cash at bank and in hand	<u>786,584</u>	<u>785,733</u>

The Food Train Limited
Notes to the Financial Statements
for the year ended 31 March 2020

1 Summary of significant accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102) (issued in October 2019) and the Charities Accounts (Scotland) Regulations 2006 (as amended) and the Companies Act 2006.

The charity constitutes a public benefit entity as defined by FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £1.

Fund accounting

Unrestricted funds are available for use at the discretion of the directors in furtherance of the general objectives of the charitable company.

Designated funds are unrestricted funds earmarked by the directors for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are subject to restrictions on their expenditure imposed by the donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each Restricted Fund is set out in the Restricted Funds note.

The Directors are satisfied that all Funds received, other than those identified as Restricted Funds, relate directly to the core purposes of the charitable company and are not subject to restrictions beyond the general objectives of the charitable company and accordingly, they are accounted for as "Unrestricted Funds".

The Food Train Limited
Notes to the Financial Statements
for the year ended 31 March 2020

Income recognition

All income is included in the Statement of Financial Activities when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received. The following specific policies are applied to particular categories of income:

Income from grants are recognised at fair value when the charity has entitlement after any performance conditions have been met, it is probable that the income will be received and the amount can be measured reliably. If entitlement is not met then these amounts are deferred.

For donations to be recognised the charity will have been notified of the amounts and settlement date, often in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

Investment income is included when receivable.

No amount is included in the financial statements for volunteer time in line with the SORP (FRS102).

Expenditure recognition

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds comprise the costs of merchandise sold and associated support costs.
- Expenditure on charitable activities includes the costs of operating our delivery system and the associated support costs.
- Grants paid are payments made to third parties in the furtherance of the charitable objects of the Charity. In the case of an unconditional grant offer this is accrued once the recipient has been notified of the grant award.
- Other expenditure represents those items not falling into any other heading.

Support and governance costs

Support costs are those functions that assist the work of the charitable company but do not directly represent charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the activities of the charitable company.

Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to statutory audit and costs relating to board meetings.

As there is only one activity of the charity all support and governance costs relate to this.

The Food Train Limited
Notes to the Financial Statements
for the year ended 31 March 2020

Income from trading activities

Income from trading activities is measured at the fair value of the consideration received or receivable, net of discounts. Income from trading includes revenue earned from the sale of promotional merchandise and from the rendering of non-charitable services. Income from the sale of goods is recognised when the significant risks and rewards of ownership of the goods have transferred to the buyer. Income from the rendering of services is recognised by reference to the stage of completion of the contract. The stage of completion of a contract is measured by comparing the costs incurred for work performed to date to the total estimated contract costs.

Tangible fixed assets and depreciation

All fixed assets are recorded at cost less accumulated depreciation.

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Office equipment:	25% on the reducing balance
Motor vehicles:	25% on the reducing balance
Vehicle equipment:	25% on the reducing balance

Short life assets costing less than £2,500 are fully charged as expenditure in the year of acquisition.

Debtors

Short term debtors are measured at transaction price (which is usually the invoice price), less any impairment losses for bad and doubtful debts. Loans and other financial assets are initially recognised at transaction price including any transaction costs and subsequently measured at amortised cost determined using the effective interest method, less any impairment losses for bad and doubtful debts.

Creditors

Short term creditors are measured at transaction price (which is usually the invoice price). Loans and other financial liabilities are initially recognised at transaction price net of any transaction costs and subsequently measured at amortised cost determined using the effective interest method.

Operating Lease

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

The Food Train Limited
Notes to the Financial Statements
for the year ended 31 March 2020

Financial instruments

The charitable company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

Pensions

The charitable company operates a defined contribution pension scheme for the benefit of its employees. The assets of the scheme are held separately from those of the charity. The annual contributions payable are charged to the statement of financial activities.

Going concern

At the balance sheet date, the charitable company had a strong net current asset position and the continuing support of its trustees. At the time of signing these accounts, the trustees have considered the effect of the Coronavirus on the going concern position, and consider that this does indicate that the charitable company will continue to operate for a period of at least 12 months from the date of signing these accounts due to the resources available to it and the UK Government support available during this difficult time.

2 Income from donations and legacies	2020	2019
	£	£
Donations	97,823	102,534
Subscriptions	7,381	5,241
	<u>105,204</u>	<u>107,775</u>

In addition to the above financial contributions, approximately 140,000 hours time was donated by volunteers working as drivers, delivery helpers, home support helpers, in-store shoppers, befrienders, library book delivery, cooks and office workers. The value of this voluntary work is estimated to be around £1,540,000.

Donations have also been received in the form of support-in-kind from a number of individuals and organisations, ranging from donations of hand sanitizer, the use of vans, donations of personal protective items, graphic design support and photography.

All Income from donations and legacies in both 2020 and 2019 is unrestricted

The Food Train Limited
Notes to the Financial Statements
for the year ended 31 March 2020

3 Income from charitable activities

	Unrestricted Funds	Restricted Funds	Total Funds 2020 £	Total Funds 2019 £
Delivery Charges	224,002	-	224,002	182,331
<i>provided by government and other charities</i>				
Scottish Government	50,000	-	50,000	40,000
Local Authorities	655,172	-	655,172	596,874
NHS	61,477	-	61,477	72,737
Befriending grants	-	75,216	75,216	89,920
Scottish Power	-	420,704	420,704	-
Rank Foundation	40,000	-	40,000	35,704
Meal Maker other grants	5,000	-	5,000	5,000
National Lottery Community Fund: Eat Well Age Well	-	373,800	373,800	339,435
Esmee Fairbairn Foundation	30,000	-	30,000	40,000
Tudor Trust	50,000	-	50,000	-
John Ellerman Foundation	-	-	-	-
West Lothian Development Trust	25,000	-	25,000	-
Players of the People's Postcode Lottery	81,826	-	81,826	95,449
Other grants	33,877	-	33,877	27,080
	1,032,352	869,720	1,902,072	1,342,199
Total income from charitable activities	1,256,354	869,720	2,126,074	1,524,530

Grants from Local authorities include the value of office accommodation, estimated at £3,000, provided at no charge.

Of the income from charitable activities in 2019 £1,095,175 was unrestricted and £429,355 was restricted.

The Food Train Limited
Notes to the Financial Statements
for the year ended 31 March 2020

4 Income from other trading activities	2020	2019
	£	£
Fundraising events	19,994	27,346
Licensing fees	2,500	2,000
Sponsorships and other income	38,422	41,126
	<u>60,916</u>	<u>70,472</u>

All Income from other trading activities in both 2020 and 2019 is unrestricted.

5 Investment income	2020	2019
	£	£
Bank interest	<u>3,462</u>	<u>1,619</u>

All investment income in both 2020 and 2019 is unrestricted.

6 Expenditure on raising funds	2020	2019
	£	£
Cost of promotional goods	10,829	3,662
Other costs	1,910	839
	<u>12,739</u>	<u>4,501</u>

All expenditure on raising funds in both 2020 and 2019 is unrestricted.

The Food Train Limited
Notes to the Financial Statements
for the year ended 31 March 2020

7 Expenditure on charitable activities	2020	2019
	£	£
Direct costs		
Grants paid	92,457	74,622
<i>Other direct costs</i>		
Employee costs	636,359	601,447
Motor vehicle expenses	103,407	99,556
Vehicle leasing/hire charges	2,066	1,966
Travel and subsistence	14,836	6,742
Depreciation of vans	152,889	44,871
Loss/(Gain) on disposal of vans	11,902	8,678
Website for EAWW	11,405	44,004
Research and professional fees for EAWW	34,044	-
Volunteer expenses	44,832	47,183
Other project costs	44,543	9,100
Total other direct costs	1,056,283	863,547
Support costs		
Employee costs	609,322	588,640
Training	9,281	12,773
Travel and subsistence	13,906	21,887
Establishment costs	103,337	112,579
Printing, stationery & postage	42,464	33,550
Advertising	5,858	11,284
Website & IT	55,388	25,402
Professional fees	779	819
Vehicle leasing	9,494	4,503
Equipment	12,126	7,683
Telephone	22,417	21,331
Insurance	5,080	4,474
Loan interest	-	1,301
Depreciation	283	283
Other support costs	8,350	6,134
	898,085	852,643
Governance costs:		
Audit fees	4,500	5,760
Accountancy fees	2,000	1,800
Management committee meeting expenses	3,213	2,133
Other legal and professional	1,033	10,519
	10,746	20,212
Total support costs	908,831	872,855
Total expenditure on charitable activities	2,057,571	1,811,024

The Food Train Limited
Notes to the Financial Statements
for the year ended 31 March 2020

Expenditure on charitable activities (continued)

In addition to the above financial costs approximately 140,000 hours time was donated by volunteers working as drivers, delivery helpers, home support helpers, in-store shoppers, befrienders, library book delivery, cooks and office workers. It is estimated that the cost of this voluntary time would have been around £1,540,000 had it not been provided by volunteers.

Of the total expenditure on charitable activities in 2020 £1,464,086 was unrestricted and £593,485 was restricted.

Of the total expenditure on charitable activities in 2019 £1,358,502 was unrestricted and £452,522 was restricted.

8 Grants paid

As part of the Eat Well Age Well project grants totalling £92,547 (2019: £74,622) were paid to 24 institutions. These grants were to test out or extend initiatives which help prevent, detect and/or treat malnutrition. The grants paid in the year ranged between £500 and £5,000. The projects funded by the grants included the set-up of new lunch clubs, cookery classes, information roadshows and intergenerational projects.

Further information about the grant scheme may be found at the Food Train's Eat Well Age Well website at www.eatwellagewell.org.uk/smallideasbigimpact.

9 Net income/(expenditure) for the year	2020	2019
	£	£
This is stated after charging:		
Depreciation of owned fixed assets	153,172	45,154
Operating lease rentals - plant and machinery	11,560	6,469
Operating lease rentals - land and buildings	89,038	98,614
Auditors' remuneration for audit services	4,500	5,760
Key management personnel remuneration	102,652	104,549
	<u>102,652</u>	<u>104,549</u>

10 Staff costs	2020	2019
	£	£
Wages and salaries	1,112,187	1,060,635
Social security costs	81,371	79,783
Other pension costs	52,123	49,669
	<u>1,245,681</u>	<u>1,190,087</u>

The number of employees who received total employee benefits (excluding employer pension costs) of more than £60,000 is as follows:

	Number	Number
£60,001 - £70,000	<u>1</u>	<u>1</u>

Average number of employees during the year	Number	Number
Senior management team	5	2
Administration and support	47	50
	<u>52</u>	<u>52</u>

The Food Train Limited
Notes to the Financial Statements
for the year ended 31 March 2020

11 Interest payable	2020	2019
	£	£
Other loans	<u>-</u>	<u>1,301</u>

12 Tangible fixed assets	Delivery vans	Equipment	Total
	<i>At cost</i>	<i>At cost</i>	
	£	£	£
Cost or valuation			
At 1 April 2019	424,382	2,766	427,148
Additions	444,935	11,060	455,995
Disposals	(64,499)	-	(64,499)
At 31 March 2020	<u>804,818</u>	<u>13,826</u>	<u>818,644</u>
Depreciation			
At 1 April 2019	244,904	1,633	246,537
Charge for the year	150,124	3,048	153,172
On disposals	(40,552)	-	(40,552)
At 31 March 2020	<u>354,476</u>	<u>4,681</u>	<u>359,157</u>
Carrying amount			
At 31 March 2020	<u>450,342</u>	<u>9,145</u>	<u>459,487</u>
At 31 March 2019	<u>179,478</u>	<u>1,133</u>	<u>180,611</u>

Following a review of asset lives and residual values the depreciation rate was increased from 20% to 25%. This resulted in the depreciation charge increasing by £30,640.

13 Debtors	2020	2019
	£	£
Trade debtors	17,160	392
Other debtors	3,840	4,788
	<u>21,000</u>	<u>5,180</u>

The Food Train Limited
Notes to the Financial Statements
for the year ended 31 March 2020

14 Cash held as custodian trustee on behalf of customers

Cash at Bank and in hand includes monies that have been received from clients in respect of their shopping purchases. These funds are held in separate "shopping" bank accounts in trust for clients. The money is paid to the shop when payment is requested.

	2020	2019
	£	£
Cash held for customers	<u>161,081</u>	<u>111,151</u>

15 Creditors: amounts falling due within one year

	2020	2019
	£	£
Trade creditors	153,348	106,785
Other taxes and social security costs	30,705	28,068
Accrued holiday pay	17,700	-
Other creditors	36,718	19,482
Deferred income	185,266	199,461
Accruals	6,440	6,180
	<u>430,177</u>	<u>359,976</u>

Deferred income reconciliation

At 1 April 2019	199,461	76,489
Amount released to the Statement of Financial Activities	(199,461)	(76,489)
Amount deferred in the year	185,266	199,461
	<u>185,266</u>	<u>199,461</u>
At 31 March 2020	<u>185,266</u>	<u>199,461</u>

16 Net debt reconciliation

	B/fwd	Cashflows	C/fwd
	£	£	£
Cash at bank and in hand	<u>785,733</u>	<u>851</u>	<u>786,584</u>
<i>Prior year net debt reconciliation</i>			
Cash at bank and in hand	727,072	58,661	785,733
Loan from Social Investment Scotland	<u>(50,000)</u>	<u>50,000</u>	<u>-</u>

The Food Train Limited
Notes to the Financial Statements
for the year ended 31 March 2020

17 Restricted income funds	B/fwd	Income	Expenditure	C/fwd
	£	£	£	£
Scottish Power Electric Vans	-	420,704	(118,153)	302,551
Befriending - National Lottery Community Fund	11,043	75,216	(79,635)	6,624
Eat Well, Age Well - National Lottery Community Fund	98,380	373,800	(392,243)	79,937
Asda Foundation - Minibus	13,816	-	(3,454)	10,362
	<u>123,239</u>	<u>869,720</u>	<u>(593,485)</u>	<u>399,474</u>
<i>Prior year restricted income funds</i>				
Befriending Pilot	241	-	(241)	-
Befriending - National Lottery Community Fund	13,959	89,920	(92,836)	11,043
Eat Well, Age Well - National Lottery Community Fund	114,936	339,435	(355,991)	98,380
Asda Foundation - Minibus	17,270	-	(3,454)	13,816
	<u>146,406</u>	<u>429,355</u>	<u>(452,522)</u>	<u>123,239</u>

The Scottish Power Electric Vans fund is for the purchase of nine electric vans along with charging equipment and to meet associated costs.

The Befriending - National Lottery Community Fund is to support a continuing Befriending service and purchase a minibus with the help of grants from the National Lottery Community Fund.

The "Eat Well, Age Well" Fund is to support the development of a project to support healthy eating with the help of a grant from the National Lottery Community Fund.

The "Asda Foundation Minibus" Fund is for the purchase and preparation of a Minibus for use in Befriending activities.

The Befriending Pilot Fund was to support a Pilot Befriending service with the help of a grant from "Awards for All".

The Food Train Limited
Notes to the Financial Statements
for the year ended 31 March 2020

18 Unrestricted income funds	B/fwd £	Income £	Expenditure £	C/fwd £
General Fund	265,642	1,366,315	(1,399,522)	232,435
Designated funds:				
Equipment Fund	153,996	39,735	(56,756)	136,975
Befriending 2013	68,671	19,886	(20,547)	68,010
	<u>488,309</u>	<u>1,425,936</u>	<u>(1,476,825)</u>	<u>437,420</u>
<i>Prior year unrestricted income funds</i>				
General Fund	323,657	1,217,820	(1,275,835)	265,642
Designated funds:				
Equipment Fund	160,023	40,839	(46,866)	153,996
Befriending 2013	92,591	16,382	(40,302)	68,671
	<u>576,271</u>	<u>1,275,041</u>	<u>(1,363,003)</u>	<u>488,309</u>

The Equipment Fund represents the net book value of motor vehicles and other equipment together with monies that are ear-marked for the purchase of vehicles in the coming year.

The Befriending - 2013 Fund is to support a Befriending service.

The Food Train Limited
Notes to the Financial Statements
for the year ended 31 March 2020

19 Analysis of net assets between funds	Tangible fixed assets £	Net current assets £	Total £
Restricted income funds			
Scottish Power Electric Vans	302,551		302,551
Befriending - National Lottery Community Fund	8,749	(2,125)	6,624
Eat Well, Age Well - National Lottery Community Fund		79,937	79,937
Asda Foundation - Minibus	10,362	-	10,362
	<u>321,662</u>	<u>77,812</u>	<u>399,474</u>
Unrestricted income funds			
Designated funds	136,975	68,010	204,985
General fund	850	231,585	232,435
	<u>137,825</u>	<u>299,595</u>	<u>437,420</u>
Total funds	<u>459,487</u>	<u>377,407</u>	<u>836,894</u>
 <i>Prior Year analysis of net assets between funds</i>			
Restricted income funds			
Befriending - National Lottery Community Fund	11,666	(623)	11,043
Eat Well, Age Well - National Lottery Community Fund		98,380	98,380
Asda Foundation - Minibus	13,816	-	13,816
	<u>25,482</u>	<u>97,757</u>	<u>123,239</u>
Unrestricted income funds			
Designated funds	153,996	68,671	222,667
General fund	1,133	264,509	265,642
	<u>155,129</u>	<u>333,180</u>	<u>488,309</u>
Total funds	<u>180,611</u>	<u>430,937</u>	<u>611,548</u>

20 Other financial commitments

Total future minimum lease payments under non-cancellable operating leases:

	Land and buildings 2020 £	Land and buildings 2019 £	Other 2020 £	Other 2019 £
Falling due:				
within one year	47,787	55,858	11,513	7,061
within two to five years	6,008	15,958	15,413	6,812
	<u>53,795</u>	<u>71,816</u>	<u>26,926</u>	<u>13,873</u>

The Food Train Limited
Notes to the Financial Statements
for the year ended 31 March 2020

21 Prior Year Statement of Financial Activities (including income and expenditure account)

	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £
Income from:				
Donations and legacies	2	107,775	-	107,775
Charitable activities	3	1,095,175	429,355	1,524,530
Other trading activities	4	70,472	-	70,472
Investments	5	1,619	-	1,619
Total income		<u>1,275,041</u>	<u>429,355</u>	<u>1,704,396</u>
Expenditure on:				
Raising funds	6	(4,501)	-	(4,501)
Charitable activities	7	(1,358,502)	(452,522)	(1,811,024)
Total expenditure		<u>(1,363,003)</u>	<u>(452,522)</u>	<u>(1,815,525)</u>
Net income/(expenditure) for the year		<u>(87,962)</u>	<u>(23,167)</u>	<u>(111,129)</u>
Reconciliation of funds:				
Total funds brought forward		<u>576,271</u>	<u>146,406</u>	<u>722,677</u>
Total funds carried forward		<u>£488,309</u>	<u>£123,239</u>	<u>£611,548</u>

22 Related party transactions

No members of the Board of Directors received any remuneration during the year. Travel costs amounting to £1,061 were paid in respect of 5 directors. Other expenditure in relation to training and holding meetings of the Board of Directors totalled £772.

No director or other person related to the charitable company had any personal interest in any contract or transaction entered into by the charity during the year.

23 Controlling party

The Charitable Company is under the control of its Board of Directors.

24 Legal form of entity and country of incorporation

The Food Train is a charitable company limited by Guarantee and incorporated in Scotland. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.