APPENDIX 1

OSCR
Scottish Charity Regulator

Trustees' Annual Report for the period							
	Period start date				Period end date		
	Day	Month	Year		Day	Month	Year
From	01	04	2025	To	31	03	2026

Office of the Scottish Charity Regulator

Reference and administration details

Charity name	Larkhall and District Foodbank
Other names charity is known by	
Registered charity number	**SC053245**
Charity's principal address	147A Union Street
	Larkhall
	Postcode ML9 1EB

Names of the charity trustees on date of approval of Trustees' Annual Report

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	**June Walker**	Chair	From 14/07/2026	Trustees
2	**Laura McSorley**	Secretary		
3	**David Miller**	Treasurer		
4	**Lorna Kinghorn**	Minute Secretary		
5	**Kitty Steele**	Foodbank Manager		
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Names of all other charity trustees during the period, if any, (for example, those who resigned part way through the financial period)

Name	Dates acted if not for whole year
Catriona Martin	Until 14/07/2026

Structure, governance and management

Type of governing document	The Foodbank is governed by a constitution. It has a Franchise Agreement with the Trussell Trust, and as a SCIO it meets the requirements of the Office of the Scottish Charity Regulator (OSCR). The Board is made up of the charity trustees. The Foodbank also has Members who have the power to appoint Board members and change the constitution.
Trustee recruitment and appointment	The minimum number of Trustees is three and the maximum number is five. At each AGM, the Trustees retire and are then re-elected unless they or the Board of Trustees request otherwise. The Trustees at the date of this report and those who have served during the year are shown on page one. The Trustees have implemented a policy on induction and training prior to new Trustees being approached. This includes awareness of a Trustee's responsibilities, the governing document and administrative procedures.

Objectives and activities

Charitable purposes	1. To provide those in financial hardship with essentials such as nutritionally balanced emergency food, personal hygiene materials and cleaning items. 2.To prevent those in need who are referred to the foodbank in crisis, irrespective of age, gender, orientation, ethnicity, religion, ill health, disability, financial or other disadvantages from falling further into poverty. 3. To remove barriers for those in need by working in partnership with local organisations and by providing donations and information sessions.
Summary of the main activities in relation to these objects	The Foodbank accepts donations from local organisations and the general public, and opens two days a week to issue food parcels to service users who are referred by partner organisations.

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Achievements and performance

Summary of the main achievements of the charity during the financial period	In October 2025 the Foodbank moved premises from the church where it had been based for many years. A contract for the lease of a shop unit was completed. The premises were fitted out with shelving units, blinds, signage and a new dividing wall. The normal service of the Foodbank was maintained during the move, and the new town centre location has increased its profile. A steady increase has been seen in the number of service users.

Financial review

Brief statement of the charity's policy on reserves	Financial Reserves Policy It is the trustees' policy to hold reserves of no less than twelve months' expenditure. Apart from a small amount of petty cash, all monies are held in an account in the Bank of Scotland, Larkhall.
Details of any deficit	N/A
Donated facilities and services (if any)	N/A

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Other optional information

Financial Controls Policy

The treasurer and foodbank manager each hold a debit card for small transactions. Receipts are retained and all transactions are recorded. Large payments are made by cheque. The treasurer and two trustees are authorised signatories, and cheques must be signed by two of them.

The financial year runs to the end of March. Accounts are prepared by the treasurer and approved by the trustees and independent financial adviser, according to the requirements of OSCR.

The principal source of income is donations from companies and individuals. Cash donations are banked immediately and no cash is left in the foodbank. Confidential records are kept of individual donations, and donors are asked to complete Gift Aid forms if appropriate. At the end of each tax year, a claim is made to HMRC for the refund of Gift Aid.

Declaration

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

Signed on behalf of the charity's trustees

Signature(s) ***OSCR will accept digital or typed signatures***	*June Walker*	*David Miller*
Full name(s)	June Walker	David Miller
Position (e.g. Chair)	Chair	Treasurer
Date	15th September 2026	15th September 2026